

CITY OF REDLANDS

CITY COUNCIL

AGENDA

FEBRUARY 17, 2026

MARIO SAUCEDO
Mayor

MARC SHAW
Mayor Pro Tempore

PAUL BARICH
Council Member

EDDIE TEJEDA
Council Member

DENISE DAVIS
Council Member

JEANNE DONALDSON
City Clerk

PHILLIP DOOLITTLE
City Treasurer



CHARLES M. DUGGAN JR.
City Manager

YVETTE M. ABICH GARCIA
City Attorney

5:00 p.m. Open Public Meeting, Public Comment (Closed Session)
6:00 p.m. Open Session (Public Meeting)

City Council Chambers
Civic Center, 35 Cajon Street, Redlands, California

AGENDA

The following information comprises the agenda for the regular meeting of the City Council of the City of Redlands at the times noted below in the City Council Chambers, Civic Center, 35 Cajon Street, Redlands, California, on:

TUESDAY, FEBRUARY 17, 2026

To join via Zoom on a computer, laptop, or smart device

Please visit www.zoom.us, click on Join a Meeting

Enter the **Meeting ID 896 2789 8341**, then run the Zoom launcher

To join via Zoom with audio only (cell phone or landline):

Dial **1-877-853-5247**

Enter the **Meeting ID 896 2789 8341**

Should the City lose connectivity on Zoom, we will halt the meeting until it can be restored. To check on the status of remote connectivity in the event of an outage, go to the City's website at www.cityofredlands.org or to the City's Facebook page at @CityofRedlands or the Instagram page at @CityofRedlands_CityHall.

In the event the City cannot reestablish Zoom connectivity in a reasonable amount of time, the mayor will adjourn the meeting to a future date.

PLEASE NOTE: Anyone desiring to speak on an agendized item at this meeting may do so during the consideration of that item. Due to time constraints and the number of persons who may wish to give oral testimony, public comments will be limited to three (3) minutes.

• **To provide comment while participating from Council Chambers:**

- Although it is not required, speakers are encouraged to submit a "Speaker Sign Up Sheet" before the meeting is convened. Forms are available in the Office of the City Clerk or in Council Chambers.
- After the meeting has convened, you may place the speaker form in the basket at the table along the north wall of the Chambers. Please do not disturb the City Clerk while the meeting is in progress.

• **To provide comment through Zoom (on a computer, laptop, or smart device):**

- Click the "Raise Hand" button and the moderator will unmute you when it is your turn to speak

• **To provide comment via audio only (cell phone or landline):**

- Dial *9 to "Raise Hand". The moderator will identify you by your area code and last 3 numbers of your telephone number when it is your turn to speak.



PLEASE SILENCE CELL PHONES, PAGERS AND OTHER ELECTRONIC COMMUNICATION DEVICES UPON ENTERING THE CHAMBERS

5:00 P.M.

- A. **Call City Council Meeting to Order**
- B. **Recess until 6:00 P.M. Open Session**
(There are no Closed Session matters)

C. **Reconvene City Council Meeting**

D. ***Invocation by Council Member Tejeda - Pledge of Allegiance***

(In keeping with long-standing traditions of legislative invocations, this City Council meeting may include a brief invocation. Such invocations are not intended to proselytize or advance any one, or to disparage any other, faith or belief. Neither the City nor the City Council endorses any particular religious belief or form of invocation.)

E. **Public Comment - City Council**

(At this time, the City Council will provide an opportunity for the public to address them on any subject, within the jurisdiction of the City Council, which is not already scheduled on this agenda. However, any matter that requires action will be referred to staff for a report and possible action at a subsequent meeting. Comments will be limited to three {3} minutes.)

F. **Consent Calendar**

(The following routine items have been recommended for approval and will be acted upon simultaneously unless separate discussion and/or action is requested by a Councilmember or a member of the audience.)

1. Approve minutes of the regular meeting of February 3, 2026 (City Clerk Donaldson)
2. Approve recommendations for appointments to the Human Relations Commission (Mayor Saucedo and Council Member Davis)
3. Adopt Ordinance No. 2999 Amending Title 6 (Animals) and Title 18 (Zoning Regulations), updating the lists of permitted and accessory land uses, and updating development standards pertaining to the raising or keeping of hens within single-family residential zoning districts (Assistant City Manager Boatman)
4. Adopt Resolution No. 8750 acknowledging acceptance of a report for Completed State-Mandated Fire and Life Safety Inspections by the City of Redlands Fire Department in compliance with SB 1205 and California Health and Safety Code Section 13146.4 (Fire Chief Sessler)
5. Adopt Resolution No. 8751 Declaring Weeds to be a Public Nuisance and setting March 17, 2026, as the Public Hearing for objections to the proposed weed abatement (Fire Chief Sessler)
6. Approve an Agreement for Collection Services with Cedar Business Services, LLC, related to miscellaneous accounts receivable and delinquent utility billing accounts at least 120 days old after the date of service (Management Services/Finance Director Garcia)
7. Approve a Memorandum of Understanding with Artlands Creative, recommended by the Parks and Recreation Advisory Commission, authorizing enhancements within the parcel described as APN 0170-083-03-0000 and determination that approval of the Agreement is exempt from California Environmental Quality Act (CEQA) guidelines pursuant to Section 15061 (Facilities and Community Services Director Crocker)
8. Approve the use of city resources and the request for in-kind support in the amount of \$11,316.50 related to the Downtown Redlands Artwalk event on Sunday, March 29, 2026, hosted by the Kids Cures Foundation; approve temporary street closures related to the event; and determine that the event is categorically exempt from environmental review pursuant to Section 15311(c) of the State's guidelines implementing the California Environmental Quality Act (Facilities and Community Services Director Crocker)

9. Approve the First Amendment to the Agreement with Cultural Planning Group, LLC to extend the term of the Professional Service Agreement for development of an Arts and Culture Master Plan (Facilities and Community Services Director Crocker)
10. Approve the use of city resources and the request for in-kind support in the amount of \$43,875.54 related to the Run Through Redlands event hosted on March 1, 2026, by the Kiwanis Club; authorize the sale and consumption of alcohol and approve temporary street closures related to the event; and determine that the event is categorically exempt from environmental review pursuant to Section 15311(c) of the State's guidelines implementing the California Environmental Quality Act (Facilities and Community Services Director Crocker)
11. Approve first amendments to the agreements with AtWork Personnel Services and waterTALENT for the provision of temporary staffing to increase the total compensation of the agreements (Human Resources/Risk Management Director Meteau)

G. Communications

1. Annual Report of the Human Relations Commission by Commission Chair Ken Ford (Human Resources/Risk Management Director Meteau)
2. Annual Report of the Traffic and Parking Commission (Municipal Utilities and Engineering Interim Director Casey)
3. Presentation and acceptance of the Fiscal Year 2025 City of Redlands Annual Comprehensive Financial Report, and the Independent Accountants' Report on Applying Agreed-Upon Procedures related to the Article XIII-B Appropriations Limit Calculation (Management Services/Finance Director Garcia)

H. New Business

1. Consideration of a Public Works Construction Contract with MCC Pipeline, Inc. for the 2025 CIP Water Pipeline Replacement Project for an amount not-to-exceed \$4,003,595; and determination that the project is categorically exempt from environmental review pursuant to Section 15302 of the State's guidelines implementing the California Environmental Quality Act (Municipal Utilities and Engineering Interim Director Casey)
2. Consideration of the non-professional service agreement with Kirtley Construction, Inc. for On-Call Sewer Collection System Repair on an as-needed basis for an amount not-to-exceed \$550,000, and determination that this action is exempt from environmental review pursuant to Section 15301(b) of the State's guidelines implementing the California Environmental Quality Act (Municipal Utilities and Engineering Interim Director Casey)
3. Consideration of Ordinance No. 3000 of the City of Redlands Amending Chapter 10.56 of the Redlands Municipal Code Relating to Electric Bicycles (Police Chief Tolber)
4. Consideration of a Purchase and Sale Agreement with Miller & Associates, LLC., and Christopher Collinsworth, Including Assignment of the City's Purchase Rights for the Property Located at 611 W. Redlands Boulevard (Assessor Parcel Numbers 0171-031-08 and -09-0000); Authorization of an additional appropriation from the General Fund Unassigned Fund Balance in the amount of \$1,820,000; and determine that approval of the Agreement is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act (Assistant City Manager Boatman)

I. **Individual Council Member Announcements and/or Reports on Activities**
(No collective discussion or action.)

J. **Adjournment**

The next regular meeting of the City Council will be held on March 3, 2026.

If you challenge any proposed development entitlement listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at or prior to this public hearing.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Goutam Dobey, of the Municipal Utilities and Engineering Department at (909) 798-7584 ext 2. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

(28 CFR 35.102-35.104 ADA Title II)

Any writings or documents distributed to a majority of the City Council regarding an open session agenda item less than 72 hours before this meeting are available for public inspection at the City Clerk's Office or at the dais of the City Clerk once the open session begins.

Staff reports or other written documentation relating to items referred to on the agenda are available at the A. K. Smiley Public Library, 125 West Vine Street, Redlands, California, and on the City's website referenced below.

Regular meetings are televised live on Redlands TV Channel 3 (Spectrum) and Channel 35 (Frontier) and re-broadcast at 7:00 P.M. the following Wednesday, Friday and Sunday; and at 9:00 A.M. Thursday, Saturday and Monday. Meetings are also streamed live and archived for later viewing on demand on the City's website at www.cityofredlands.org. Agendas, staff reports and minutes of the City Council of the City of Redlands are available online at: www.cityofredlands.org.



City Council Meeting

F. 1.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Approve minutes of the regular meeting of February 3, 2026 (City Clerk Donaldson)

MOTION:

I move to approve the regular meeting minutes of February 3, 2026.

Attachments

Regular Meeting Minutes of February 3, 2026

MINUTES

Regular meeting of the City Council of the City of Redlands held in the Council Chambers, Civic Center, 35 Cajon Street, on February 3, 2026 at 5:00 P.M.

Present: Mario Saucedo, Mayor
Marc Shaw, Mayor Pro Tem
Paul Barich, Council Member
Eddie Tejada, Council Member
Denise Davis, Council Member

Staff: Charles M. Duggan, Jr., City Manager; Yvette M. Abich Garcia, City Attorney; Jeanne Donaldson, City Clerk; Phillip Doolittle, City Treasurer; Janice McConnell, Assistant City Manager; Chris Boatman, Assistant City Manager/Interim Development Services Director; Carl Baker, Public Information Officer; Danielle Garcia, Management Services/Finance Director; Rich Sessler, Fire Chief; Rachel Tolber, Police Chief; Tabitha Crocker, Facilities and Community Services Director; Robert Meteau, HR/Risk Management Director; Ray Casey, Interim Municipal Utilities and Engineering Director

Mayor Saucedo called the meeting to order and explained that comments could be presented in-person, via Zoom, via cell phone or landline. He offered the public an opportunity to provide comment on any item on the agenda for the closed session.

PUBLIC COMMENT

None forthcoming

CLOSED SESSION

Conference with legal counsel: Existing Litigation - Government Code §54956.9(d)(1)
(City Attorney Garcia)

One Case:

1. Coyote Aviation v. City of Redlands, et al. San Bernardino County Superior Court Case No. CIVSB2418252

RECONVENE CITY COUNCIL MEETING

The meeting reconvened at 6:00 P.M. with an invocation by Council Member Barich. The Pledge of Allegiance to the American flag was conducted by Victoria Elementary School.

CLOSED SESSION REPORT

City Attorney Garcia announced that no reportable action was taken during the closed session.

PRESENTATIONS

Redlands Pet Adoption

Animal Services Supervisor Joe Alcaarez and Kennel Attendant Hailey Stuck showed off "Wizard", a three-year-old male German Shepherd mix, who is available for adoption, along with twenty-four other dogs and four cats at the Redlands Animal Shelter. Mr. Alcaarez provided the Shelter statistics for December 2025 through January 2026, which included: 72 adopted dogs and 3 adopted cats.

Black History Month Proclamation

Mayor Saucedo presented Black History Month Proclamations to Redlands Community Reunion Members, Jimmy Dixon, Sandra Dixon, Reggie Harrison, and Tony Smith.

PUBLIC COMMENT

First Amendment & Rule of Law - Tracy Wise thanked the City for their continued support and protection of the First Amendment and the rule of law. She reminded everyone to act with basic decency, and she proposed that Federal Agents should adhere to the following: no masks allowed; must have identification; and must obtain warrants.

Food Shortages - With the end to the grocery gift card program, Bruce Laycook requested the Council reevaluate the budget, shift dollars and find the funds to continue the program, which has been a lifeline for those who lost their SNAP benefits. He added that food collection locations have been targeted by ICE, only increasing food insecurities in the community.

Traffic & Safety Concerns - Roberta Lehfeltdt, Juan Carlos Ulora, Lucy Larriba, Jose Rojas, and a Zoom caller urged the City to address their traffic and safety concerns on Clay Street. They complained that employees of the Boys and Girls Club are severely impacting the neighborhood, overtaking residential parking spaces from those who live on the street, and creating congestion and unsafe double-parking hazards. They claimed the employees are disrespectful and have been unwilling to cooperate with the neighborhood.

City Manager Duggan said that staff would investigate the matter.

Meeting Agenda Format - Andy Hoder questioned how staff reports are formatted. He thought the motion language should follow discussion and be found at the end of the report, instead of at the beginning.

RUSD Concerns - Raydon Rice cited the Redlands Unified School District has spent over \$50 million in the last decade regarding charges of sexual abuse of children, which he claimed demonstrated a clear lack of care for students. He advocated for the community to work together and create programs to engage young people and give them a sense of purpose.

Citywide Mayoral Election - Steve Rogers recommended the Council approve a ballot measure for 2026 allowing voters to determine the method for selecting the mayor, and he supported a hybrid voting system, offering voters the ability to vote across districts.

CONSENT CALENDAR

Minutes

On motion of Council Member Eddie Tejeda, seconded by Mayor Pro Tem Marc Shaw, the City Council unanimously approved, by roll call vote, the regular meeting minutes of January 20, 2026, and the special meeting minutes of January 14, 2026, and January 23, 2026.

Vote: 5 - 0 Passed

Electrical Infrastructure Capacity in District 2

Council Member Tejeda provided background on his proposal to consider sending a letter to Southern California Edison (SCE) regarding electrical infrastructure capacity limitations that may affect several City-approved commercial and residential development projects in District 2. These limitations have the potential to delay both public and private projects. The letter outlines concerns regarding insufficient electrical infrastructure to support approved development projects, including commercial and residential developments. The letter requests that Southern California Edison prioritize the planning and construction of necessary electrical infrastructure in the affected areas and emphasizes the importance of timely improvements to avoid extended delays that could adversely affect the community.

As public comment, Ray Kayacan, representing Regency Centers, said they were recently informed by SCE there is insufficient power available for their project located at Tennessee Street and Lugonia. He stressed the critical need for the electrical infrastructure for the project to be successful, and yet he said that SCE has not been responsive. Bruce Laycook wondered how the Planning Commission could approve projects in an area where there was not enough electrical output and suggested a moratorium on any future projects coming for review. Stephen Rogers listed what he considered to be certain deficiencies with the City's General Plan, contested the procedures employed by the Council for project approvals, and reminded the City of their role to protect the public's health and safety. Matt Jordan stated that SCE's electrical capacity shortage is a statewide crisis, and not just a regional one. He stressed the community's need for the planned projects in District 2 and thanked the Council for their assistance.

City Manager Duggan added that SCE informed staff they have plans to upgrade distribution lines in 2028. Mayor Pro Tem Shaw and Council Member Barich expressed dissatisfaction with the response from SCE and fully endorsed the letter as a means to leverage necessary access.

On motion of Council Member Eddie Tejeda, seconded by Council Member Denise Davis, the City Council unanimously authorized, by roll call vote, Mayor Saucedo to sign a letter to Southern California Edison requesting immediate attention regarding electrical infrastructure capacity in District 2.

Vote: 5 - 0 Passed

February 2026 Black History Month Proclamation

On motion of Council Member Eddie Tejada, seconded by Mayor Pro Tem Marc Shaw, the City Council unanimously authorized, by roll call vote, the issuance of a proclamation declaring the month of February 2026 as Black History Month in the City of Redlands.

Vote: 5 - 0 Passed

Airport Advisory Board Appointment

On motion of Council Member Eddie Tejada, seconded by Mayor Pro Tem Marc Shaw, the City Council unanimously appointed, by roll call vote, Austin Crane to serve the remainder of a four-year term on the Airport Advisory Board, ending May 1, 2028.

Vote: 5 - 0 Passed

Traffic and Parking Commission Appointments

On motion of Council Member Eddie Tejada, seconded by Mayor Pro Tem Marc Shaw, the City Council unanimously appointed, by roll call vote, Dr. Iyan Barrera-Sandri to serve the remainder of a four-year term on the Traffic and Parking Commission, ending December 21, 2029; and appointed Jake Mayuga-Allen to serve the remainder of a four-year term on the Traffic and Parking Commission, ending December 20, 2028.

Vote: 5 - 0 Passed

Cultural Arts Commission Appointments

On motion of Council Member Eddie Tejada, seconded by Mayor Pro Tem Marc Shaw, the City Council unanimously reappointed, by roll call vote, Daniel Gohman to serve a second four-year term on the Cultural Arts Commission ending January 6, 2030; reappointed Daniel Rodriguez to serve a second four-year term on the Cultural Arts Commission ending January 6, 2030, and appointed Robert Schooley to serve a four-year term on the Cultural Arts Commission ending January 6, 2030.

Vote: 5 - 0 Passed

Resolution No. 8748 New Water Distribution Connections & Sewer Collection Systems

On motion of Council Member Eddie Tejada, seconded by Mayor Pro Tem Marc Shaw, the City Council unanimously approved, by roll call vote, Resolution No. 8748 for new connections to the City of Redlands water distribution and sewer collection systems for seven vacant parcels located at the northeast corner of the intersection Nice Avenue and Turquoise Avenue and identified as county of San Bernardino Assessor's Parcel Numbers 0298-103-14-0000 through 0298-103-20-0000 in the unincorporated community of Mentone within San Bernardino County; and determining that approval of the Resolution is exempt from environmental review pursuant to Sections 15303 and 15319 of the California Environment Quality Act (CEQA) guidelines.

Vote: 5 - 0 Passed

Mills Act Contract for 1106 West Highland Avenue

On motion of Council Member Eddie Tejada, seconded by Mayor Pro Tem Marc Shaw, the City Council unanimously determined, by roll call vote, that approval of this Mills Act Contract with the property owners for the single-family residence located at 1106 West Highland Avenue is exempt from environmental review pursuant to Section 15061(b)(3) of the California Environmental Quality Act; and approved the Historic Property Contract by and between the City of Redlands and Jaret Fischer for the residential property located at 1106 West Highland Avenue, within the West Highland Avenue Historic and Scenic District (Historic District No. 7).

Vote: 5 - 0 Passed

Cooperative Purchase Getac Mobile Data Computers

On motion of Council Member Eddie Tejada, seconded by Mayor Pro Tem Marc Shaw, the City Council unanimously approved, by roll call vote, the Cooperative Purchase of Getac Mobile Data Computers for the Police Department from Code 3 Technologies in the amount of \$94,386.50.

Vote: 5 - 0 Passed

Yuhaaviatam of San Manuel Nation Grant Award for RESA

On motion of Council Member Eddie Tejada, seconded by Mayor Pro Tem Marc Shaw, the City Council unanimously accepted, by roll call vote, the grant award from the Yuhaaviatam of San Manuel Nation to fund the Redlands Emergency Services Academy in the amount of \$60,000 for FY2025-26 and FY2026-27; and authorized an additional appropriation of the same amount to the Police Department.

Vote: 5 - 0 Passed

Resolution No. 8746 MOU Redlands Police & U of R

Police Chief Tolber introduced Resolution No. 8746 approving a Memorandum of Understanding (MOU) pursuant to Penal Code Sections 830.7(b) and 836, outlining the authority and responsibilities of University of Redlands and the Redlands Police Department (RPD) in accordance with the Jeanne Clery Act and California Act and California Education Code Section 67381. The University and RPD have had a continuous Memorandum of Understanding since March 19, 1996, allowing the University's Department of Public Safety, which includes non-sworn Public Safety Officers, to exercise powers of arrest during the course of their employment. This updated MOU will incorporate the grant of limited authority available to Public Safety Officers as outlined in California Penal Code Sections 830.7(b) and 836 on the University's campus located at 1200 East Colton Avenue in Redlands and will strengthen law enforcement on and near the University Campus.

Chief Tolber announced there was a typo in the MOU, in the insurance section, found on

page 8 - 20. b. The corrected amounts have been updated to read as follows:
Comprehensive General Liability insurance in the minimum amount of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate, for public liability, property damage and personal injury is required, instead of the numbers originally listed in parentheses as \$2,000,000 and \$4,000,000. As public comment, Bruce Laycook supported updating the MOU but suggested this item did not belong on the Consent Calendar. He thought this important matter deserved a thorough review and discussion.

On motion of Mayor Pro Tem Marc Shaw, seconded by Council Member Denise Davis, the City Council unanimously adopted, by roll call vote, Resolution No. 8746 approving a Memorandum of Understanding (MOU) as amended, pursuant to Penal Code Sections 830.7(b) and 836, outlining the authority and responsibilities of University of Redlands and the Redlands Police Department in accordance with the Jeanne Clery Act and California Act and California Education Code Section 67381; and adopted the Resolution rescinding the MOU between the City of Redlands and the University of Redlands dated October 18, 2005.

Vote: 5 - 0 Passed

Consulting Agreement Zero Emission Vehicle Fleet Review

On motion of Council Member Eddie Tejada, seconded by Mayor Pro Tem Marc Shaw, the City Council unanimously determined, by roll call vote, that approval of the Professional Services Agreement with ICF Consulting, LLC. dba ICF Consulting Group, Inc., is exempt from environmental review pursuant to Section 15061 (b)(3) of the State's guidelines implementing the California Environmental Quality Act; and approved the Professional Services Agreement with ICF Consulting, LLC. dba ICF Consulting Group, Inc., for an amount not to exceed \$137,896.93 for Zero Emission Vehicle Fleet Review and Assessment Services.

Vote: 5 - 0 Passed

COMMUNICATIONS

Annual Report Street Tree Commission

Chairwoman Chris Sedmack was unable to attend tonight's meeting to provide the Annual Report for the Street Tree Commission.

On motion of Council Member Eddie Tejada, seconded by Council Member Paul Barich, the City Council unanimously agreed, by roll call vote, to receive and file the Annual Report for the Street Tree Commission.

Vote: 5 - 0 Passed

Food Security Task Force

Homeless Solutions Manager David Rabindranath offered background on the Food Security Task Force program. On November 4, 2025, the City Council adopted Resolution No. 8732 establishing the City of Redlands Food Security and Child Nutrition Support Initiative. The resolution directed staff to take a series of coordinated actions, including convening a Food Security Task Force, identifying City-owned sites for food access programs, expanding youth nutrition partnerships, exploring community mini-grants, and pursuing external funding and advocacy opportunities,

Based on feedback received during the inaugural Food Security Task Force meeting, staff is seeking City Council direction on suggested next steps that reflect the issues and needs identified by community partners. Those potential next steps include continuing to convene the Food Security Task Force to support coordination and further explore ways for the City to assist with information-sharing, including aggregating and disseminating updates related to federal and state nutrition programs, benefit changes, and funding opportunities. Assistant City Manager Boatman highlighted the biggest takeaway was the need for the City to act as a central repository, a collaborative hub to centralize information and resources.

Council Member Davis thanked staff for their efforts and was pleased with the community's support. She proposed the task force meet regularly and work towards developing a concrete framework to offer guidance as they move forward. She emphasized that food insecurity is inextricably linked to housing instability, and she advocated for a comprehensive strategy to support city residents. Council Member Barich asked about funding sources and suggested the City engage local stakeholders to supplement municipal funding. Mayor Saucedo supported the Task Force and agreed to make the City a "clearinghouse of resources", but he expressed concerns about placing additional burdens on City staff. He recommended the City rely heavily on our community action partners to work closely with staff. As public comment, Bruce Laycook passionately urged the City to prioritize food security for all residents, especially our young people. He argued that the Council should reallocate resources to protect the most vulnerable members of the community.

On motion of Council Member Paul Barich, seconded by Council Member Denise Davis, the City Council unanimously directed staff, by roll call vote, to continue convening and coordinating with local nonprofit, faith-based, and school partners to address food insecurity and related basic needs in the City of Redlands, and to return to the City Council with periodic updates and recommended next steps.

Vote: 5 - 0 Passed

PUBLIC HEARINGS

Ordinance No. 2999 Keeping of Hens

Mayor Saucedo declared the meeting open as a public hearing and called on Associate Planner Jazmin Serrato, who presented Ordinance No. 2999 amending Title 6 (Animals) and Title 18 (Zoning Regulations), and Resolution No. 8747 amending residential specific plans, to update permitted and accessory land uses and development standards for the keeping of hens within single-family residential zoning districts.

On November 4, 2025, the Council voted to direct staff to prepare an ordinance to amend

the City's zoning regulations to allow for the keeping of hens on lots in single-family residential zones and districts. Currently, hens are only allowed in two residential zoning districts: the Rural Residential Animals (R-R-A) District and the Rural Estate Animals (R-A-A) District (see Attachment A). The proposed code amendment would allow the incidental keeping and raising of chickens (hens only) in all single-family residential zoning districts as well as single-family districts of Specific Plans.

Regulations will also be updated governing the number of hens permitted (based on lot size) and other reasonable standards to ensure compatibility with surrounding properties. This ordinance would encourage sustainable small-scale food production in residential areas, protect public health and animal welfare, and prevent nuisances from noise, odor, and sanitation. The keeping of hens would be ancillary/accessory to an existing primary single-family dwelling unit, in accordance with the amended Redlands Municipal Code (RMC) Section 18.29.030. On December 9, 2025, the Planning Commission voted 6 to 0 to adopt Resolution No. 1728 recommending the text amendment Ordinance No. 371 to update the zoning regulations to permit the keeping of chickens (hens only) in single-family residential zones. There were no written comments received and with no further discussion, Mayor Saucedo closed the public hearing.

On motion of Council Member Eddie Tejada, seconded by Mayor Pro Tem Marc Shaw, the City Council unanimously introduced, by roll call vote, Ordinance No. 2999, amending Title 6 (Animals) and Title 18 (Zoning Regulations), adopted Resolution No. 8747, amending residential specific plans, to update permitted and accessory land uses and development standards for the keeping of hens within single-family residential zoning districts; and finding that the proposal is exempt from environmental review pursuant to Sections 15061(b)(3) and 15378(b)(5) of the California Environmental Quality Act Guidelines.

Vote: 5 - 0 Passed

NEW BUSINESS

2026-2027 CDBG Program Proposed Projects

Management Analyst Tricia Munoz presented staff's recommendation for FY 2026-2027 Community Development Block Grant (CDBG) Program proposed project listing. Staff recommended funding requests for projects based on an evaluation and analysis of all the applications submitted, received and deemed eligible for the 2026-2027 CDBG Program Year, beginning on July 1, 2026. These include:

- Sylvan Park Rehabilitation Project Phase II - Restroom Replacement & ADA Improvements for \$170,201
- Family Service Association of Redlands - Housing and Food Assistance for \$7,500
- Boys & Girls Club of Greater Redlands - Riverside - Family Strengthening for \$7,500
- YMCA of the East Valley - Legal Aid Services for \$7,500
- Partners Against Violence - Supportive Services for Victims of Violence for \$7,500

The estimated allocation for Redlands Fiscal Year (FY) 2026-2027 is \$200,201, which represents a decrease of \$111,146 from the prior year, which is based on a projected 10% reduction in program funding from the most current U.S. Census statistics for poverty, overcrowded housing conditions and population estimates.

As public comment, Bruce Laycook was concerned that \$170,000+, earmarked for a park bathroom, overshadowed the \$7,500 for food assistance, and he thought this was misaligned with the community's most urgent needs. Stephen Rogers said that engineering staff should manage the public works project through all phases from design to construction.

On motion of Council Member Eddie Tejeda, seconded by Council Member Paul Barich, the City Council unanimously directed staff, by roll call vote, to prepare the 2026-2027 Community Development Block Grant Program Cooperating City of Recommended Projects Form using the recommendations in this report and submit it to the County of San Bernardino Community Development and Housing Division.

Vote: 5 - 0 Passed

Contract Award Guardrail Installations Garden Street & Redlands Blvd

Facilities and Community Services Director Crocker reviewed a Public Works Contract with Alcorn Fence Company for guardrail installations on Garden Street at Hilton Avenue and at Redlands Boulevard between Ford Street and Palm Avenue, for an amount not to exceed \$293,195.95. Furthermore, she explained the request to reject the lowest bid from R&J Construction in the amount of \$290,575.25 as non-responsive. Staff evaluated each bid and identified Alcorn Fence Company as the lowest responsive and responsible bid. As public comment, Stephen Rogers reiterated his concern that an engineer should manage the public works project through all phases from design to construction, and he noted the staff report failed to include approval from engineering staff.

On motion of Council Member Eddie Tejeda, seconded by Council Member Paul Barich, the City Council unanimously determined, by roll call vote, that the project is categorically exempt from environmental review in accordance with Section 15301 of the State's guidelines implementing the California Environmental Quality Act; rejected the bid from R&J Construction in the amount of \$290,575.25; and approved the Public Works Contract with Alcorn Fence Company for an amount not to exceed \$293,195.95.

Vote: 5 - 0 Passed

COUNCIL MEMBER ANNOUNCEMENTS AND ACTIVITIES

Mayor Saucedo attended the Common Vision Coalition Disability Resource Luncheon, a Measure I Ad Hoc Committee meeting, and the League of California Cities Community Policy Planning meeting. He participated in the Disaster Council meeting, toured the University of Medicine and Science in Colton, attended the League of California Cities Divisional Regional Meeting in Grand Terrace, visited the Black Chamber of Commerce Art Exhibit at the San Bernardino County Museum, and the Municipal Utilities and Public Works Commission meeting held on February 2nd.

Mayor Pro Tem Shaw submitted his report of activities for the month of January 2026, as available online and attached to the staff report.

Council Member Barich and Mayor Pro Tem Shaw enjoyed the Annual Kid's Fishing

Derby at Ford Park on January 24. He praised staff for hosting such a great event that seems to attract more participants every year.

Council Member Tejada attended a council member briefing and enjoyed the Chamber of Commerce Annual Civic Awards & Installation Dinner at the Orton Center.

Council Member Davis attended the Chamber of Commerce Annual Civic Awards & Installation Dinner at the Orton Center, and she hosted the January Youth Council meeting, where Josiah Bruny, CEO and Founder of Music Changing Lives, energized and engaged the students.

ADJOURNMENT

There being no further action required the meeting adjourned at 7:50 P.M. The next regular meeting of the City of Redlands City Council will be held on February 17, 2026.



City Council Meeting

F. 2.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Approve recommendations for appointments to the Human Relations Commission (Mayor Saucedo and Council Member Davis)

MOTION:

1. I move to appoint Germaine Miles to serve a four-year term on the Human Relations Commission ending February 17, 2030.
2. I move to appoint Daniela Ramirez-Ponce to serve a one-year term on the Human Relations Commission ending December 31, 2026.

RECOMMENDATION:

In accordance with the Redlands Municipal Code Section 2.66.020, nominations to this Commission for five (5) members shall each be selected from one (1) council district, and be appointed by the Council Member of that corresponding district. Two commission members appointed by the city council shall be from the sophomore or junior class of a Redlands high school or college student.

Recommendation	By:
Germaine Miles - District 1 Resident	Council Member Davis
Daniela Ramirez-Ponce - College Student	Mayor Saucedo

DISCUSSION:

Two vacant seats exist on the Human Relations Commission due to the resignation of Alicia Gyllenhammer and the adoption of Ordinance No. 2995. Ordinance No. 2995 reduced membership from nine (9) members to seven (7) and reorganized five (5) of its members by district (one member per district) and two (2) student members adding a college student.

A public notice requesting interested residents from district 1 as well as local college students to submit an application for the Human Relations Commission was issued on January 7, 2026. In addition, the public notice was concurrently aired on Redlands TV and posted at the community bulletin board at the A. K. Smiley Public Library. The local newspapers also received distribution of the public notice as well as the University of Redlands, Crafton Hills College, Cal State San Bernardino, and Riverside City College. The City received two applications from residents in district 1 interested in serving on this commission, and two applications from college students interested in serving on this commission.

The Human Relations Commission consists of seven members as follows:

- Vacant (D1)
- Kenneth Ford (D2)
- Vanessa Annaguey Aranda (D3)
- Julie Houston (D3)
- Roy George (D5)
- Emma Bernstein (student)
- Vacant (student)

ALTERNATIVES:

The City Council may choose not to support the recommendations and direct staff to seek further applications for consideration.

SUBMITTED BY:

Amy Edwards, Senior Administrative Assistant

REVIEWED BY:

Charles M. Duggan, Jr., City Manager
Janice McConnell, Assistant City Manager

Attachments

Human Relations Notice
HRC College Applications
HRC Dist 1 Applications



City of REDLANDS

Incorporated 1888
300 E. State Street, STE 690
Redlands, CA 92373
909-798-7510
www.ci.redlands.ca.us

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that the City Council of the City of Redlands encourages residents of the City of Redlands to apply for a position on the following commission:

HUMAN RELATIONS COMMISSION

The Human Relations Commission was established to foster peaceful relations among persons of different races and national origins. This commission serves in an advisory capacity to the City Council and to aid the City in achieving better human relations by providing assistance to all persons or groups in promoting good will and better relations among all people.

The Human Relations Commission meets quarterly on the second Monday of the month of March, June, September, and December at 6:30 p.m.

The Human Relations Commission consists of seven members. Five (5) members shall each be selected from one (1) council district, and be appointed by the Council Member of that corresponding district. Two (2) commission members appointed by the city council shall be from the sophomore or junior class of a Redlands high school or a college student.

We are currently accepting applications for **District 1 Residents and College Student**. Residents and College students interested in applying for the non-salaried position on this commission may request application forms from the City Clerk's Office, City Hall, 35 Cajon Street, Suite 4 or by phone at 798-7510 or from the City's website at www.cityofredlands.org

Deadline for filing applications is January 28, 2026.

Amy Edwards, Senior Administrative Assistant
Office of the City Manager
City of Redlands, California

1.7.26

CITY OF REDLANDS
COLLEGE/UNIVERSITY STUDENT COMMISSIONER APPLICATION FORM

(Please note that this form is a public record that may be subject to disclosure upon request)

City Manager's Office

COMMISSIONBOARD APPLIED FOR:

Human Relations Commission

JAN 28 2025

Name **Benjamin Perez**

Address 

Received
City **Redlands**

Telephone (Mobile  (Home) _____

Email 

College/University: **University of Redlands**

Reasons for desiring to serve – relevant experience and qualifications:

See attached

Signature *Benj*

Date **Tue Jan 27**

Two References: (Please do not include Councilmembers or City Staff)

(1) **Armando Perez**
(LAPD Lieutenant II)

(2) **Justin Chandler**
(SB City Aquatics Cordinator)

Telephone 

Telephone 

Return Application to: Office of the City Manager
CITY OF REDLANDS
300 E. State Street, Suite 690, Redlands, CA 92373, or
RedlandsOCM@cityofredlands.org

Having lived in Redlands my entire life and previously served on a City of Redlands commission, I seek to serve on the Human Relations Commission to continue contributing to local government and public service. As a college student at the University of Redlands, majoring in biology with a minor in business administration, I bring a perspective shaped by both academics and civic involvement. I previously served on the City of Redlands Traffic and Parking Commission, where I collaborated with city officials, represented youth perspectives, and gained valuable experience in municipal governance and community decision-making. I am also actively involved in the University of Redlands Student Government, where I work to amplify student voices and support initiatives that promote engagement and inclusion. Additionally, my role as a lifeguard and swim instructor for the City of San Bernardino has strengthened my ability to communicate clearly, work with individuals from diverse backgrounds, and uphold public trust in a government setting. Through these experiences, I have developed a strong appreciation for being a voice and collaborating to foster unity. Serving on the Human Relations Commission would allow me to contribute meaningfully to efforts that promote mutual respect, understanding, and positive human relations throughout Redlands.

CITY OF REDLANDS
COLLEGE/UNIVERSITY STUDENT COMMISSIONER APPLICATION FORM
(Please note that this form is a public record that may be subject to disclosure upon request)

COMMISSION\BOARD APPLIED FOR:

Human Relations Commission

Name Daniela Ramirez-Ponce

Address [REDACTED] City Redlands

Telephone (Mobile) [REDACTED] (Home) _____

Email: [REDACTED]

College/University: California State University, San Bernardino

Reasons for desiring to serve – relevant experience and qualifications:

To serve with the Human Resource Commission within my hometown would be a thrilling and exhilarating experience as a college student. I bring a unique perspective to public service and innovative ideas with an associates degree in political science and through pursuing an entrepreneurial degree. My volunteer experiences, such as serving as an elections poll supervisor and working for Redlands Family Services, have offered me experiential insight into community interests and engagement. As a student and community member, I am opportunistic to contribute to our community's development and growth.

Signature  Date 27 January 2026

Two References: (Please do not include Councilmembers or City Staff)

(1) Arthur Fowlkes-Ortiz (2) Abraam Ibrahim

[REDACTED] [REDACTED]

Telephone [REDACTED] Telephone [REDACTED]

Return Application to: Office of the City Manager
CITY OF REDLANDS
300 E. State Street, Suite 690, Redlands, CA 92373, or
RedlandsOCM@cityofredlands.org

**CITY OF REDLANDS
COMMISSION APPLICATION FORM**

(Please note that this form is a public record that may be subject to disclosure upon request.)

COMMISSION\BOARD APPLIED FOR

Human Relations

Name Germaine Miles

Address [REDACTED], 92373


Telephone (Work) _____ (Cell / Home) 909-500-5079

Email [REDACTED]

Occupation Retired

Reasons for desiring to serve – relevant experience and qualifications:

I have 45 years experience with AAA, 40 years in leadership positions. I am passionate about promoting equity, inclusion, and understanding within our community. I am eager to contribute to initiatives that enhance human relations and address issues affecting our residents. My skills in communication, problem-solving, and collaboration will help further the commission's mission to build an inclusive and welcoming environment for all.

Signature  Date 1/27/2024

** If appointed, please be advised that all City commissioners and committee/board members must complete mandatory harassment prevention training consistent with the requirements of Assembly Bill No. 1825. (Resolution No. 7206 adopted July 26, 2012)*

Two References: (Please do not include Councilmembers or City Staff)

(1) Sean Rooks
[REDACTED]
Redlands

(2) Erica Horan
[REDACTED]
Redlands

Telephone [REDACTED]

Telephone [REDACTED]

**Return Application to: Office of the City Council, C/O Office of the City Manager
300 E. State Street, Suite 690, Redlands, CA 92373
OR by email to RedlandsOCM@cityofredlands.org**

Address Verified
Dist 1 - AE

City Manager's Office

CITY OF REDLANDS
COMMISSION APPLICATION FORM

(Please note that this form is a public record that may be subject to disclosure **JAN 28 2025**)

COMMISSION/BOARD APPLIED FOR
Human Relations Commission

Received

Name Jacqueline S. Coats

Address [Redacted] Redlands CA 92373

Telephone (Work) _____ (Cell / Home) [Redacted]

Email [Redacted]

Occupation scientist , Loma Linda University

Reasons for desiring to serve – relevant experience and qualifications:

I am a long-time resident of the area and now I have some time to give back. I am concerned

about the polarizing of our communities and I think that I can be helpful. I have worked as a

volunteer event organizer for the St. Baldrick's Foundation in 2016-2019 by helping to raise

over \$30k for pediatric cancer research. I have also helped the students' council at LLU to

secure community resources for local food insecurity on our campus. My day job is a scientist.

Signature [Handwritten Signature]

Date 1/28/2026

** If appointed, please be advised that all City commissioners and committee/board members must complete mandatory harassment prevention training consistent with the requirements of Assembly Bill No. 1825. (Resolution No. 7206 adopted July 26, 2012)*

Two References: (Please do not include Councilmembers or City Staff)

(1) Jenniffer Licero Campbell
friend / former student

(2) Chelsea Murdock
friend

Telephone [Redacted]

Telephone [Redacted]

Return Application to: Office of the City Council, C/O Office of the City Manager
300 E. State Street, Suite 690, Redlands, CA 92373
OR by email to RedlandsOCM@cityofredlands.org

You will be notified of appointments by the City Council. Your application will be retained for one year. PLEASE NOTE: Planning Commissioners and Historic & Scenic Preservation Commissioners are required to file Statements of Economic Interest in accordance with California State Law.



City Council Meeting

F. 3.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Adopt Ordinance No. 2999 Amending Title 6 (Animals) and Title 18 (Zoning Regulations), updating the lists of permitted and accessory land uses, and updating development standards pertaining to the raising or keeping of hens within single-family residential zoning districts (Assistant City Manager Boatman)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

I move to adopt Ordinance No. 2999.

RECOMMENDATION:

It is recommended that the City Council adopt Ordinance No. 2999 to amend Title 6 (Animals) and Title 18 (Zoning Regulations), to update permitted and accessory land uses and development standards for the keeping of hens within single-family residential zoning districts.

DISCUSSION:

The proposed ordinance and staff report prepared for the introduction of this ordinance are available in the City Clerk's Office.

ALTERNATIVES:

The City Council may continue this matter in order to allow additional time to review Ordinance No. 2999.

STRATEGIC PLAN:

Not Applicable

SUBMITTED BY:

Jeanne Donaldson, City Clerk

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:

Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:

Altheresa Rothschild, Assistant City Clerk

Fiscal Impact

Discussion:

Codification: \$22/per page affected by the change.
Legal Publication: \$375

Attachments

Ordinance No. 2999 Hen Keeping

ORDINANCE NO. 2999

AN ORDINANCE OF THE CITY OF REDLANDS AMENDING TITLE 6 (ANIMALS) AND TITLE 18 (ZONING REGULATIONS) UPDATING THE LISTS OF PERMITTED AND ACCESSORY LAND USES AND UPDATING DEVELOPMENT STANDARDS PERTAINING TO THE RAISING OR KEEPING OF HENS WITHIN SINGLE-FAMILY RESIDENTIAL ZONING DISTRICTS.

WHEREAS, the City has initiated Ordinance Text Amendment No. 371 in accordance with Chapter 18.204 of the Redlands Municipal Code; and

WHEREAS, the City has authority under its police power to impose land use regulations and development standards for the protection of the public health, safety, and general welfare; and

WHEREAS, on December 9, 2025, the Planning Commission held a noticed public hearing at which interested persons had an opportunity to testify in support of, or opposition to, Ordinance Text Amendment No. 371; and

WHEREAS, on December 9, 2025, the Planning Commission recommended to the City Council that proposed Ordinance Text Amendment No. 371 be approved; and

WHEREAS, the proposed Ordinance Text Amendment No. 371 is exempt from environmental review in accordance with Section 15061(b)(3) of the California Environmental Quality Act Guidelines; and

WHEREAS, in accordance with Government Code § 65854 and/or § 65090, on January 13, 2025, the City Clerk gave notice by publication in a newspaper of general circulation of the holding of a public hearing at which the proposed Ordinance would be considered by City Council; and

WHEREAS, on February 3, 2026, the City Council held a noticed public hearing at which interested persons had an opportunity to testify in support of, or opposition to, the proposed Ordinance.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDLANDS DOES ORDAIN AS FOLLOWS:

Section 1. Environmental Determination. The City Council has reviewed the matter and, based upon the facts and information contained in the staff report, administrative record, and written and oral testimony, hereby finds that this ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines because: there is no possibility that the Specific Plan Amendment(s) may have a significant effect on the environment, as it would further ensure the proper maintenance and regulations for the keeping of chickens (hens only) as an ancillary land use to the primary residential land use(s) within the various single-family residential districts of specific plans within the City; and Section 15378(b)(5) for organizational and administrative activities of governments that will not

result in direct or indirect physical changes in the environment.

Section 2. The Table of Contents for Redlands Municipal Code Title 6 (Animals), Chapter 6.24 entitled “Miscellaneous Animal Regulations,” is amended as follows:

SECTION:

6.24.010: Permit Required For Keeping Livestock Or Other Nondomestic Animals

6.24.020: Permit; Conditions And Inspections

6.24.030: Hens And Rabbits

6.24.040: Revocation Of Permit

6.24.050: Burying Of Dead Animals

6.24.060: Rodent Infestations

6.24.070: Penal Provisions; Generally

6.24.080: Cattle Running At Large

6.24.090: Leaving Livestock Unattended On Street

6.24.100: Allowing Trespass By Animal Or Fierce Dog

6.24.110: Report Of Infected Animal To Health Officer Required

6.24.120: Noisy Animals; Prohibited

Section 3. Redlands Municipal Code Title 6 (Animals), Chapter 6.24 entitled “Miscellaneous Animal Regulations,” Section 6.24.010 is amended to read as follows:

“6.24.010: PERMIT REQUIRED FOR KEEPING LIVESTOCK OR OTHER NONDOMESTIC ANIMALS:

It is unlawful to keep within the city any livestock or any other nondomestic animals without first obtaining a permit from the animal services division.”

Section 4. Redlands Municipal Code Title 6 (Animals), Chapter 6.24 entitled “Miscellaneous Animal Regulations,” Section 6.24.020 is amended to read as follows:

“6.24.020: PERMIT; CONDITIONS AND INSPECTIONS:

A. The animal services division shall grant a permit, if applicable, only upon finding that: 1) the keeping of such animal(s) for which the permit is sought is not a prohibited use in the zone in which the applicant's property lies; 2) the keeping of such animal(s) will not be detrimental to the public health, safety, or general welfare of the public, and 3) applicant has sufficient land to sustain the animal(s) for which the permit is sought and this requirement shall be determined adequate by the department director or authorized representative.

B. Each permit shall be renewed annually and conditioned upon the applicant's compliance with all of the following provisions:

1. Animal(s) shall be confined to a cage or other enclosure of sufficient size and strength to ensure animals are secured. Fencing materials shall be of adequate height and strength to prevent escape.

2. Fencing, cages and other enclosures for larger animals shall be kept at a distance of at least fifty feet (50') from all dwellings; and for each additional large animal this distance shall be increased by an additional fifty feet (50') up to a distance of two hundred feet (200'). Small animals shall be kept at a distance of at least twenty-five feet (25') from all dwellings.

3. Enclosures shall provide cover or shade to meet the need of and to protect the animal(s).

4. Water shall be made available at all times and held in a suitable container for the animal(s). Food shall be provided to meet the particular needs of the animal(s).

5. The premises where such animals are kept shall be maintained in a clean and sanitary condition at all times.”

Section 5. Redlands Municipal Code Title 6 (Animals), Chapter 6.24 entitled “Miscellaneous Animal Regulations,” Section 6.24.030 is amended to read as follows:

“6.24.030: HENS AND RABBITS:

A. Enclosures or cages for all hens, rabbits and Belgian hares shall be kept at a distance of at least ten feet (10’) from all dwellings.

B. Incidental sale of chicken eggs produced on the subject property is permitted. Sale of other unrelated products may be allowed pursuant to a Home Occupation Permit approved in accordance with Chapter 18.160 of Title 18 of this Code.”

Section 6. Redlands Municipal Code Title 6 (Animals), Chapter 6.24 entitled “Miscellaneous Animal Regulations,” Section 6.24.070 is amended to read as follows:

“6.24.070: PENAL PROVISIONS; GENERALLY:

A. It is unlawful for any person within the city to permit, cause or allow any of the acts provided for in sections 6.24.080 through 6.24.110 of this chapter.

B. No person shall slaughter chickens on residential property or other unauthorized facilities.

C. Abandonment, neglect, or inhumane treatment of animals is prohibited and shall be subject to applicable State law and the provisions of Section 1.22.060 of Chapter 1.22 of the Redlands Municipal Code.”

Section 7. Redlands Municipal Code Section 18.20.030 for the Agricultural (A-1) District, entitled “Permitted Uses,” is hereby amended to read as follows:

“Principal permitted uses in the A-1 district include:

Accessory public parking areas which serve existing public facilities such as parks, trails or linear parks, or similar public uses, pursuant to the review procedures set forth in section 18.12.190 of this title for lots containing ten thousand (10,000) square feet or less or twenty (20) spaces or fewer. In this instance, "accessory" shall mean that the parking area is accessory to the existing land use of either park, trail or linear park, or similar public use.

Apiaries, provided that no hives or boxes housing bees are kept closer than three hundred feet (300') from any dwelling other than that occupied by the owner of the apiary.

Community Care Facility, licensed or unlicensed, for up to six (6) persons.

Employee housing for up to six (6) persons, as defined in chapter 18.08 of this title.

Farms or ranches for the grazing, breeding or raising of not more than two (2) horses, cattle, goats or sheep per acre. Except for the keeping of up to three (3) horses, as provided for in sections 18.44.020 through 18.44.050 of this title of the R-1 zone, no animal(s) shall be housed or corralled closer than five hundred feet (500') from any existing residence in the R-1, R-1-D, R-2, R-2-2000 or R-3 zone, or one hundred feet (100') from any property line.

Farmworker and agricultural worker housing, consisting of no more than 12 units or 36 beds, in accordance with Article XIV of Chapter 18.156 of this title.

Horse boarding.

Keeping of chickens (hens only), associated with a primary single-family dwelling unit, in accordance with Section 18.29.030 of this title.

Orchards, groves, nurseries, the raising of field crops, tree crops, berry crops, bush crops, truck gardening and commercial flower growing.

Single-family residences; provided, however, that there shall be not more than two (2) dwellings on each parcel of five (5) acres or more. Where parcels of land are already subdivided into parcels less than five (5) acres in area, there shall be permitted one dwelling for each lot, provided the lot contains dimensions and an area equivalent to the closest single-family residential zone.

Supportive and transitional housing for up to six (6) persons intended to serve the target population, as defined in chapter 18.08 of this title.

The sale of fruit, vegetables, produce, flowers and other similar products grown on the property; provided, however, that roadside stands used for such sales shall not exceed five hundred (500) square feet.”

Section 8. Redlands Municipal Code Section 18.21.030 for the Agricultural (A-1-20) District, entitled “Permitted Uses,” is hereby amended to read as follows:

“Permitted uses in the A-1-20 zone are:

Apiaries, provided that no hives or boxes housing bees shall be kept closer than three hundred feet (300') from any dwelling other than that occupied by the owner of the apiary.

Farms or ranches for the grazing, breeding or raising of not more than two (2) horses, cattle, goats or sheep per acre. Except for the keeping of up to three (3) horses, as provided for in sections 18.44.020 through 18.44.050 of this title, no animal(s) shall be housed or corralled closer than five hundred feet (500') from any existing residence in the R-1, R-1-D, R-2, R-2-2000 or R-3 zone, or one hundred feet (100') from any property line.

Employee housing for up to six (6) persons, as defined in chapter 18.08 of this title.

Farmworker and agricultural worker housing, consisting of no more than 12 units or 36 beds, in accordance with Article XIV of Chapter 18.156 of this title.

Keeping of chickens (hens only), associated with a primary single-family dwelling unit, in accordance with Section 18.29.030 of this title.

Orchards, groves, nurseries, the raising of field crops, tree crops, berry crops, bush crops, truck gardening and commercial flower growing.

Single-family residences; provided, however, that there shall be not more than two (2) dwellings on each parcel of twenty (20) acres or more. Where parcels of land are already subdivided into parcels less than twenty (20) acres in area, there shall be permitted one dwelling for each lot, provided the lot contains dimensions and an area equivalent to the closest single-family residential zone.

Supportive and transitional housing for up to six (6) persons intended to serve the target population, as defined in chapter 18.08 of this title.”

Section 9. Redlands Municipal Code Section 18.24.030 for the Estate Agricultural (A-2) District, entitled “Permitted Uses,” is hereby amended to read as follows:

“Principal permitted uses in the A-2 district include:

Community Care Facility, licensed or unlicensed, for up to six (6) persons.

Employee housing for up to six (6) persons, as defined in chapter 18.08 of this title.

Farmworker and agricultural worker housing, consisting of no more than 12 units or 36 beds, in accordance with Article XIV of Chapter 18.156 of this title.

Keeping of chickens (hens only), associated with a primary single-family dwelling unit, in accordance with Section 18.29.030 of this title.

Keeping of horses; provided, that stables and corrals for horses are kept not less than forty feet (40') from dwellings on the property, and not less than forty feet (40') from side

property lines and streets, and not less than one hundred feet (100') from all other structures used or intended for human occupancy, and not less than one hundred feet (100') from a future residential building site, and not less than one hundred feet (100') from a public park or schools, and further:

- A. Evergreen planting screens, or other protective devices, shall be required on property lines when minimum distances are used,
- B. No grazing shall be permitted in any required yard,
- C. Lot area for one horse shall not be less than twenty-five thousand (25,000) square feet, with fifteen thousand (15,000) square feet additional lot area for each additional horse,
- D. No more than three (3) horses may be kept on any lot or parcel.

Orchards, groves, nurseries, the raising of field crops, tree crops, berry crops, bush crops, truck gardening, and commercial flower growing; provided, however, that such uses are on a premises not less than five (5) acres in size.

Single-family dwellings, not more than one dwelling for each lot.

Supportive and transitional housing for up to six (6) persons intended to serve the target population, as defined in chapter 18.08 of this title.

The sale of fruit, vegetables, produce, flowers and other similar products grown on the property; provided, however, that roadside stands used for such sales shall not exceed five hundred (500) square feet.”

Section 10. Redlands Municipal Code Section 18.28.035 for the Rural Residential (R-R) District, entitled “Accessory Uses,” is hereby amended to read as follows:

“Private residential recreation court, subject to approval of a permit in accordance with chapter 18.156 of this title.

Keeping of chickens (hens only), associated with a primary single-family dwelling unit, in accordance with Section 18.29.030 of this title.”

Section 11. Redlands Municipal Code Section 18.29.030 for the Rural Residential Animals (R-R-A) District, entitled “Permitted Uses,” is hereby amended to read as follows:

“Principal permitted uses in R-R-A Districts include:

Accessory animal raising associated with a primary single dwelling unit.

- A. Regulations Established: This section establishes regulations to allow animal raising as an accessory use to a primary single dwelling unit. Table 18.29.030(c)(1) of this section identifies the types and numbers of animals allowed. Combinations of the animal types are allowed, provided:

1. The total number in each category is not exceeded;
2. Where animal types are limited only by a maximum number per lot or unit, these animals are allowed in addition to any other accessory animal raising use. However, where animal types are limited by a ratio of animals per lot area, these animals may not be reused to allow another animal type;
3. For the purpose of this section, lots with attached multiple residential structures shall be limited to those animals allowed by table 18.29.030(c)(1) a and b of this section for lots less than seven thousand two hundred (7,200) square feet.

B. Public Health Laws: All animal raising land uses shall comply with public health laws regarding proper care and maximum number of animals.

C. Structures: Each animal raising land use includes all structures necessary to maintain and care for such animals (e.g., barn, corral, stable, pens and coops). Such structures shall comply with all development standards including those specified by the land use district and this section.

D. Distance From Human Habitation: All animals, other than cats, dogs, canaries, birds of the species *Gallus gallus domesticus*, or birds of the psittacine family, shall be maintained at least seventy feet (70'), measured in a straight line, from any structure or area used for human habitation or public assembly (e.g., parks, churches, etc.) on adjoining property and forty feet (40') for structures and area used for human habitat or public assembly that is located on site. The area of human habitation shall not include cabanas, patios (attached or detached), private garages or storage buildings.

E. Distance From Property Lines: Structures for housing such animals shall maintain a clearance of at least five feet (5') from interior side and rear property lines, and fifteen feet (15') from side street rights of way, excepting an alley or bridle path, unless they comply with subsection F of this section.

F. Animal Enclosure: Animals may be maintained by a fence at least five feet (5') high and made of either chain link, wood with horizontal members no less than six inches (6") apart, solid masonry or other appropriate solid screening and confining materials. Such a fence may be located on an interior side or rear lot line and fifteen feet (15') from a side street right of way.

G. Distance From Water Well: All animals shall be kept no closer than one hundred feet (100') from a domestic water well.

H. Conditional Use Permit: Accessory animal raising of densities greater than or of animal types different from those specified by this section shall be subject to a conditional use permit.

I. Newborn Animal Exception: Offspring of animals maintained in accordance with applicable lands and regulations which are less than four (4) months old or which have not been weaned, whichever is longer, of any animals which are maintained in compliance with the provisions of this code and any other applicable laws, ordinances and regulations shall not be subject to the maximum density or number limitations established by this title. Offspring of equestrian animals which are less than three (3) years old, for those bred on the property, are permitted. Such animals shall not be included as part of the number of allowable animals.

J. Confined Animals: Animals which are normally maintained in aquariums, terrariums, vivariums, birdcages or similar devices each of which does not exceed fifty (50) cubic feet and where such devices are maintained within an enclosed building shall be allowed as an accessory animal raising use. The maximum number or density limitations for these animal types shall comply with public health regulations.

K. Types And Number Of Animals Allowed: Table 18.29.030(c)(1) of this section identifies the types and number of animals allowed as follows:

TABLE 18.29.030(c)(1)

Animal Type	Minimum Lot Area	Maximum Density Or Number
a. Dogs/cats	Less than 7,200 7,200 - 9,999 10,000 - 19,999 20,000+	2 per lot or unit 3 per lot or unit 4 per lot or unit 5 per lot or unit ¹
b. Chickens or similar fowl (hens only) or rabbits and other small animals. To be eligible, minimum open yard dimensions of ten feet (10') by twenty feet (20') shall be required.	Less than 4,000 4,000 - 7,200 7,201 - 9,999 10,000 - 20,000 20,000+	None 3 per lot 4 per lot 5 per lot 1 per 2,000 square feet (maximum of 9 per species per lot)
Male fowl	1 acre	Maximum of 9 per lot with no more than 2 of any species
c. Sheep and/or goat (female)	7,200 - 9,999	1 per lot
Sheep and/or goat (female)	10,000	1 per 5,000 square feet
Sheep and/or goat (male)	20,000+	1 per lot (cumulative total of sheep and goats is 9)

d. Cattle, buffalo, horses and other large animals	20,000 square feet with 60 foot frontage	1 per 10,000 square feet with a maximum of 9 (cumulative total cannot exceed 9)
--	--	---

Note: 1. Requires conditional use permit for a kennel. For the purposes of this zone a "kennel" is defined as 5 or more cats or dogs and supersedes the definition of kennel as described in section 18.08.350 of this title.

L. Prohibited Animals: No person shall offer for sale, give away, or bring into the R-R-A zone any lion, tiger, bear, wolf, cougar, or any other wild undomesticated animal as defined in section 6.16.010 of this code. All such animals may be impounded subject to the provisions of section 6.16.010 of this code.

Community Care Facility, licensed or unlicensed, for up to six (6) persons.

Employee housing for up to six (6) persons, as defined in chapter 18.08 of this title.

Home occupations, as defined in chapter 18.08 of this title, and subject to the provisions of chapter 18.160 of this title.

Single-family dwellings, not more than one dwelling for each lot and uses permitted in the A-2, agricultural district, provided the area of the lot is not less than that required in the A-2 district. (Ord. 2190, 1992)

Supportive and transitional housing for up to six (6) persons intended to serve the target population, as defined in chapter 18.08 of this title.”

Section 12. Redlands Municipal Code Section 18.32.025 for the Residential Estate (R-A) District, entitled “Accessory Uses,” is hereby amended to read as follows:

“Private residential recreation court, subject to approval of a permit in accordance with chapter 18.156 of this title.

Keeping of chickens (hens only), associated with a primary single-family dwelling unit, in accordance with Section 18.29.030 of this title.”

Section 13. Redlands Municipal Code Section 18.36.025 for the Residential Estate (R-E) District, entitled “Accessory Uses,” is hereby amended to read as follows:

“Private residential recreation court, subject to approval of a permit in accordance with chapter 18.156 of this title.

Keeping of chickens (hens only), associated with a primary single-family dwelling unit, in accordance with Section 18.29.030 of this title.”

Section 14. Redlands Municipal Code Section 18.40.040 for the Suburban Residential (R-S) District, entitled “Accessory Uses,” is hereby amended to read as follows:

“Accessory uses in the R-S District include:

Accessory building, such as bathhouse, cabana and storage shed.

Garage or carport.

Guesthouse.

"Home occupation", as defined in chapter 18.08 of this title, and subject to the provisions of chapter 18.160 of this title.

Private greenhouse or horticultural collection incidental to the residential use of the premises.

Private residential sports and recreation court, subject to approval of a permit in accordance with chapter 18.156, article X of this title.

Private swimming pool.

The keeping of not more than three (3) adult dogs and three (3) adult cats, and their litters up to the age of ten (10) weeks.

Keeping of chickens (hens only), associated with a primary single-family dwelling unit, in accordance with Section 18.29.030 of this title.”

Section 15. The single-family residential Specific Plans of the City of Redlands, or single-family residential district of adopted Specific Plans, are hereby amended to include the following provision in the applicable single-family residential district(s):

“Keeping of chickens (hens only), associated with a primary single-family dwelling unit, in accordance with 18.29.030 of Chapter 18.29 of Title 18 (Zoning Regulations) of the Redlands Municipal Code.”

Section 16. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this ordinance for any reason is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this resolution. The City Council hereby declares that it would have adopted this ordinance, each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

Section 17. The Mayor shall sign this ordinance and the City Clerk shall certify to the adoption of this ordinance and shall cause it, or a summary of it, to be published once in a newspaper of general circulation within the City, and thereafter, this ordinance shall take effect as provided by law.

Mario Saucedo, Mayor

ATTEST:

Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk, City of Redlands, hereby certify that the foregoing Ordinance was duly adopted by the City Council at the regular meeting thereof, held on the 3rd day of February 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jeanne Donaldson, City Clerk



City Council Meeting

F. 4.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Adopt Resolution No. 8750 acknowledging acceptance of a report for Completed State-Mandated Fire and Life Safety Inspections by the City of Redlands Fire Department in compliance with SB 1205 and California Health and Safety Code Section 13146.4 (Fire Chief Sessler)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

I move to adopt Resolution No. 8750 accepting report for completed state-mandated fire and life safety inspections by the City of Redlands Fire Department in compliance with SB 1205 and California Health and safety Code Section 13146.4.

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 8750 acknowledging receipt of a report documenting the completion of annual inspections for specific occupancies in compliance with SB 1205 and as required by California Health and Safety Code Section 13146.4.

DISCUSSION:

California Health and Safety Code Section 13146.4 requires all fire departments that provide fire services to report annually to their administering authority on their compliance with Health and Safety Code Sections 13146.2 and 13146.3. These sections require annual inspections of specific occupancy types including: public or private schools (used by more than six persons for educational purposes through the 12th grade), hotels and motels, as well as multifamily apartment buildings (three units or more) for compliance with the fire safety standards. The purpose of these annual fire and life safety inspections is

to mitigate known hazards, reduce risk to the community, and ensure reasonable compliance with the California Fire Code. The date range for this annual report period is the 2025 calendar year. Section 13146.2 mandates that the local fire department inspect all hotels and motels annually. The Redlands Fire Department inspected 100% of the 17 hotels and motels identified in the City's jurisdiction. Section 13146.2 also mandates that the local fire department inspect all apartment buildings, except inside individual dwelling units. The code defines an apartment building as three or more attached units and excludes all duplex-style buildings. The Redlands Fire Department inspected 100% of the 298 apartment locations with three attached units or greater identified in the City's jurisdiction. Section 13146.3 also mandates that the local fire department inspect all public and private schools annually. The Redlands Fire Department inspected 100% of 40 public and private school locations identified within the City's jurisdiction.

The responsibility of conducting the required inspections is charged to the Community Risk Reduction Division of the Fire Department as overseen by the Fire Marshal. In conducting these inspections, the Community Risk Reduction Division staff review compliance with such items as fire sprinkler and fire alarm maintenance, safe exiting, fire extinguisher maintenance, conducting fire drills, and safe storage of combustibles. The state-mandated inspection program is evaluated annually for any applicable updates to parcels that may impact their inclusion in the program, such as: new construction, demolition, or change in occupancy classification. Redlands Fire completed 100% of the 355 mandated annual inspections during the 2025 calendar year as required by the California Health and Safety Code.

ALTERNATIVES:

The City Council may choose not to adopt Resolution 8750 and instead provide alternative direction to staff.

STRATEGIC PLAN:

Priority B - Public Health & Safety

SUBMITTED BY:

Rich Sessler, Fire Chief

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:

Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager

PREPARED BY:

Vince Anderson, Fire Marshal

Fiscal Impact

Fiscal Year: 25/26
Revenue Generating: N
Appropriation Required Y/N: N
Amount: N
Budgeted Y/N: N
Account No.: N

Discussion:

There is no fiscal impact associated with this recommended Council Action.

Attachments

Resolution 8750 Acknowledgment of State-Mandated Inspections
HS 13146.4 Report

RESOLUTION NO. 8750

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS
ACKNOWLEDGING RECEIPT OF A REPORT PREPARED BY THE FIRE
CHIEF OF THE REDLANDS FIRE DEPARTMENT REGARDING THE
INSPECTION OF CERTAIN OCCUPANCIES PURSUANT TO SECTION
13146 OF THE CALIFORNIA HEALTH AND SAFETY CODE

WHEREAS, State of California Senate Bill No. 1205 added Section 13146.4 to the California Health and Safety Code; and,

WHEREAS, Health and Safety Code Sections 13146.2 and 13146.3 require all fire departments or fire districts, including the Redlands Fire Department, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, and apartment occupancies for compliance with building standards, as provided; and,

WHEREAS, Health and Safety Code Section 13146.4 requires all fire departments, or fire districts, including the Redlands Fire Department, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 at the time of its annual budget review or at another time as determined by the administering authority; and,

WHEREAS, Section 13146.2 mandates that the local fire department inspect all hotels and motels annually. RFD inspected 100% of the 17 hotels and motels identified in the City's jurisdiction.; and,

WHEREAS, Section 13146.2 also mandates that the local fire department inspect all apartment buildings, except inside individual dwelling units. Code defines an apartment building as three or more attached units and excludes all duplex-style buildings. RFD inspected 100% of the 254 apartment locations with three attached units or greater identified in the City's jurisdiction; and,

WHEREAS, Section 13146.3 also mandates that the local fire department inspect all public and private schools annually. RFD inspected 100% of 40 public and private school locations identified in the City's jurisdiction; and,

WHEREAS, the City Council of the Redlands intends this Resolution to fulfill the requirements of the Health and Safety Code regarding acknowledgment of receipt of the 2025 compliance report (Exhibit "A").

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. That the City Council of the City of Redlands acknowledges receipt of the 2025 compliance report prepared by the Redlands Fire Department pursuant to Health and Safety Code sections 13146.2, 13146.3, and 13146.4.

ADOPTED, SIGNED AND APPROVED this 17th day of February, 2026.

Mario Saucedo, Mayor

ATTEST:

Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 17th day of February, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jeanne Donaldson, City Clerk

EXHIBIT “A”



FIRE DEPARTMENT

City of
REDLANDS

Incorporated 1888
City of Redlands
35 Cajon Street, Suite 12, Redlands, CA 92373
909-798-7601
fireprevention@cityofredlands.org



COMMUNITY RISK
REDUCTION DIVISION

January 19, 2026

Subject: 2025 Report of Compliance with California Health and Safety Code Section 13146.4:
State-Mandated Annual Fire Inspections

Honorable Mayor and City Council Members,

Background

Health and Safety Code sections 13146.2 and 13146.3 require all fire departments or fire districts, including the Redlands Fire Department, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, and apartment, occupancies for compliance with building standards.

Health and Safety Code section 13146.4 requires all fire departments, or fire districts, including the Redlands Fire Department, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 at the time of its annual budget review or at another time as determined by the administering authority.

Discussion

The following table provides a summary of the sites identified in the City’s jurisdiction by occupancy type that required a state mandated fire inspection and the associated number of completed inspections in calendar year 2025.

Occupancy Type	Number of Identified Sites	Number of Sites Inspected
Hotels and Motels	17	17
K-12 Schools	40	40
Apartments (+3 Units)	296	296

Conclusion

Redlands Fire Department completed 100% of the mandated annual inspections identified in the City’s jurisdiction during the 2025 calendar year as required by the California Health and Safety Code.

Vince Anderson | Fire Marshal



FIRE DEPARTMENT

City of REDLANDS

Incorporated 1888
City of Redlands
35 Cajon Street, Suite 12, Redlands, CA 92373
909-798-7601
fireprevention@cityofredlands.org



COMMUNITY RISK
REDUCTION DIVISION

January 19, 2026

Subject: 2025 Report of Compliance with California Health and Safety Code Section 13146.4:
State-Mandated Annual Fire Inspections

Honorable Mayor and City Council Members,

Background

Health and Safety Code sections 13146.2 and 13146.3 require all fire departments or fire districts, including the Redlands Fire Department, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, and apartment, occupancies for compliance with building standards.

Health and Safety Code section 13146.4 requires all fire departments, or fire districts, including the Redlands Fire Department, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 at the time of its annual budget review or at another time as determined by the administering authority.

Discussion

The following table provides a summary of the sites identified in the City’s jurisdiction by occupancy type that required a state mandated fire inspection and the associated number of completed inspections in calendar year 2025.

Occupancy Type	Number of Identified Sites	Number of Sites Inspected
Hotels and Motels	17	17
K-12 Schools	40	40
Apartments (+3 Units)	296	296

Conclusion

Redlands Fire Department completed 100% of the mandated annual inspections identified in the City’s jurisdiction during the 2025 calendar year as required by the California Health and Safety Code.

Vince Anderson | Fire Marshal



City Council Meeting

F. 5.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Adopt Resolution No. 8751 Declaring Weeds to be a Public Nuisance and setting March 17, 2026, as the Public Hearing for objections to the proposed weed abatement (Fire Chief Sessler)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

I move to adopt Resolution No. 8751.

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 8751 declaring weeds to be a public nuisance and setting March 17, 2026, as the public hearing for public comment on the proposed weed abatement.

DISCUSSION:

Resolution No. 8751 establishes a weed abatement procedure as outlined in Government Code Section 39501. This Code Section authorizes the City's legislative body to compel the owner, lessee, or occupant of buildings, grounds or lots within the city, to remove dirt, rubbish, weeds, and rank growths from buildings, or grounds and adjacent sidewalks. Resolution No. 8751 also requires the City Council to declare weeds to be a public nuisance on known properties, offers notice to property owners, and establishes an opportunity for property owners or occupants to be heard as to why said weeds should not be abated.

ALTERNATIVES:

The Council may choose not to approve Resolution No. 8751.

STRATEGIC PLAN:

Priority B - Public Health & Safety

SUBMITTED BY:

Rich Sessler, Fire Chief

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:

Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:

Vince Anderson, Fire Marshal

Fiscal Impact

Fiscal Year: 25/26

Revenue Generating: N

Appropriation Required Y/N: N

Discussion:

There is no fiscal impact associated with this recommended Council Action item.

Attachments

Resolution 8751 Declaring Weeds a Public Nuisance
Spring 2026 Weed Abatement Nuisance Declaration-Addresses

RESOLUTION NO. 8751

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS DECLARING WEEDS A PUBLIC NUISANCE AND INITIATING ABATEMENT PROCEEDINGS

Section 1. The City Council elects to proceed under Government Code Sections 39501 and 39502, and Section 39560 et seq., to declare a public nuisance and abate all weeds growing upon streets, sidewalks, and private property in the City. In this resolution and in all subsequent proceedings, the term “weeds” means that, when mature, bear wingy or downy seeds that will attain such a large growth as to become a fire menace when dry, or that are otherwise noxious or dangerous, and includes sagebrush, chaparral, poison oak and poison ivy, when the conditions of growth are such as to constitute a menace to the public health, dry grass, stubble, brush, litter and all other flammable material that endangers the public safety by creating a fire hazard.

Section 2. The City Council declares as a public nuisance all weeds growing upon the streets, sidewalks, and private property in the City.

Section 3. The streets referred in Section 2 are described in Exhibit “A” attached hereto and made part hereof by this reference.

Section 4. The properties upon which, or in front of which, the nuisance declared in Section 2 exist are described in Exhibit “A” attached hereto and made part hereof by this reference. The City Council finds and declares that weeds on or in front of parcels specified in Exhibit “A” are seasonal and recurrent in nature. In accordance with Governmental Code Section 39562.1, the seasonal and recurrent nuisances shall be abated under Government Code Sections 39510 through and including 39588, and upon the second and subsequent occurrence in same calendar year, no further hearings will be held and notice shall be by mailing a post card as provided in Government Code Section 39562.1.

Section 5. The Fire Chief, or his authorized designee, is the person designated to perform the duties imposed by Government Code Sections 39560 through 39588 upon the Fire Marshal, and all references in these proceedings to Fire Marshal means that person.

Section 6. March 17, 2026, at 6:00 pm, or as soon thereafter as the matter may be heard, at 35 Cajon St., Redlands, California, is fixed as the time and place for hearing all objections to the proposed removal of weeds.

Section 7. The Fire Marshal shall prepare notices as follows: The heading of the notice shall be “Notice to destroy weeds” in letters not less than one inch in height. The notice shall be substantially in the following form:

NOTICE TO DESTROY WEEDS

Notice is given that on February 17, 2026, the City Council of the City of Redlands passed a resolution declaring that noxious or dangerous weeds were growing upon or in front of the property on this street, and more particularly described in the resolution, and that they constitute a public nuisance that must be abated by the removal of the weeds. Otherwise, they will be removed and the nuisance abated by the City and the cost of removal assessed upon the land from on or in front of which the weeds and will constitute a lien upon such land until paid. Reference is made to the resolution for further particulars. A copy of the resolution is on file in the office of the City Clerk. All property owners having any objections to the proposed removal of the weeds, are notified to attend a meeting of the City Council of the City of Redlands to be held at 35 Cajon Street, Redlands, California, on March 17, 2026, at 6:00 pm, or as soon thereafter as the matter may be heard, when their objections will be heard and given due consideration.

Date: February 17, 2026

Fire Marshal
City of Redlands

Section 8. In addition to posting, the City Clerk shall mail written notice of the proposed abatement to all persons owning property described in Section 4 of this resolution. Then notice shall be mailed to each person to whom the property is assessed as shown on the last equalized assessment roll. The City Clerk shall mail the notice at least Five (5) days before the time set for hearing. The notice shall be in the form described above that is posted on the property, except that the notice shall be signed by the City Clerk and the notice need not contain the heading in one-inch letters.

ADOPTED, SIGNED AND APPROVED ON this 17th day of February, 2026.

Mario Saucedo, Mayor

ATTEST:

Jeanne Donaldson, City Clerk

EXHIBIT "A"

[See Attached]

Spring 2026 Weed Abatement Nuisance Declaration List

Accessor Parcel Number	Approximate Street Address
0167-171-13-0000	1200 W Lugonia Ave.
0169-341-08-0000	1517 W Lugonia Ave.
0167-171-15-0000	W. Lugonia Ave. & Tennessee St.
0167-171-16-0000	W. Lugonia Ave. & Tennessee St.
0167-221-10-0000	515 E. Lugonia Ave.
0167-221-15-0000	540 E. Pennsylvania Ave.
0167-221-16-0000	542 E. Pennsylvania Ave.
0167-221-17-0000	517 E. Lugonia Ave.
0167-061-02-0000	1175 Domestic Ave.
0167-061-10-0000	1502 Orange St.
0167-271-06-0000	700 E. Lugonia Ave.
0169-011-04-0000	1005 W. Lugonia Ave.
0168-051-09-0000	1106 E. Pioneer Ave.
0170-221-50-0000	332 N. Grove St
0170-241-32-0000	843 E. Citrus Ave
0172-013-76-0000	1265 Brookside Ave.
0176-392-06-0000	458 Marilyn Lane
0174-041-03-0000	322 E. Highland Ave.
0174-121-16-0000	221 E Sunset Dr. N
0174-154-01-0000	1320 Ford Street
0174-181-02-0000	1670 E. Citrus Ave.
0174-181-07-0000	24 S La Salle St.
0174-211-20-0000	1720 6th Ave.
0174-252-04-0000	219 E Sunset Dr. N
0174-252-11-0000	1350 Ford Street
0174-281-13-0000	Reservoir Road & Wabash Ave.
0174-631-59-0000	320 Kelisa Cir.
0174-631-60-0000	1423 Patricia Dr.
0174-631-61-0000	1383 Patricia Dr.
0174-681-04-0000	1744 Camelot Dr.
0175-191-35-0000	1084 W Sunset Dr.
0175-191-35-0000	1092 W Sunset Dr.
0175-191-43-0000	1086 W Sunset Dr.
0175-371-18-0000	1327 Arroyo Crest
0175-271-17-0000	1627 Alessandro Rd
0175-371-18-0000	1325 Arroyo Crest
0175-422-11-0000	1530 Smiley Heights Dr

0175-182-12-0000	945 Carob St.
0176-041-21-0000	Interstate 10 & Wabash Ave.
0176-062-32-0000	1661 Henrietta St.
0176-052-15-0000	724 W Sunset Dr.
0176-074-33-0000	102 W Mariposa Dr.
0176-111-10-0000	625 W Sunset Dr.
0176-111-11-0000	855 W Sunset Dr.
0176-111-12-0000	857 W Sunset Dr.
0176-121-02-0000	551 Manzanita Rd.
0176-141-01-0000	1746 Fairmont Dr.
0176-141-02-0000	1748 Fairmont Dr.
0176-141-02-0000	1753 Fairmont Dr.
0176-141-03-0000	1750 Fairmont Dr.
0176-141-04-0000	1752 Fairmont Dr.
0176-141-04-0000	1755 Fairmont Dr.
0176-141-07-0000	1754 Fairmont Dr.
0176-153-13-0000	101 E Sunset Dr. S
0176-172-07-0000	101 1/2 E Sunset Dr. S
0176-461-09-0000	551 W Sunset Dr.
0176-461-10-0000	549 W Sunset Dr.
0176-074-04-0000	1645 Halsey St.
0176-471-17-0000	1744 Fairmont Dr.
0292-032-38-0000	2405 W. Lugonia Ave.
0292-062-18-0000	1617 Orange Tree Lane.
0292-062-19-0000	1619 Orange Tree Lane.
0292-062-21-0000	1621 Orange Tree Lane.
0292-153-22-0000	1910 W Park Ave.
0292-165-10-0000	11036 Iowa St.
0292-167-02-0000	11017 Iowa St.
0292-182-08-0000	1417 W. Redlands Blvd.
0292-251-20-0000	27475 W Lugonia Ave
0292-441-08-0000	1239 Indiana Ct
0292-211-31-0000	58 Alabama St.
0292-481-93-0000	78 Alabama St.
0292-481-94-0000	80 Alabama St.
0292-341-26-0000	1741 Plum Ln.
0292-341-25-0000	1750 Plum Ln.
0292-152-21-0000	10796 New Jersey St
0293-083-01-0000	Barton Rd. & Ladera St.
0293-083-02-0000	Barton Rd. & Ladera St.

0293-083-02-0000	Barton Rd. & Ladera St.
0293-083-02-0000	Barton Rd. & Ladera St.
0293-151-08-0000	11820 San Timoteo Canyon Rd.
0293-151-13-0000	11738 San Timoteo Canyon Rd.
0293-161-05-0000	11978 San Timoteo Canyon Rd.
0293-161-51-0000	27103 Beaumont Ave.
0294-081-14-0000	13170 San Timoteo Canyon Rd.
0294-081-15-0000	13180 San Timoteo Canyon Rd.
0294-081-16-0000	13188 San Timoteo Canyon Rd.
0294-081-28-0000	13510 San Timoteo Canyon Rd.
0294-081-34-0000	13308 San Timoteo Canyon Rd.
0294-081-35-0000	13310 San Timoteo Canyon Rd.
0294-081-37-0000	13314 San Timoteo Canyon Rd.
0294-081-41-0000	13316 San Timoteo Canyon Rd.
0294-133-34-0000	522 Elder Rd.
0294-133-45-0000	2020 Vinton Way
0299-213-12-0000	Reservoir Road & Wabash Ave.
0299-213-13-0000	Reservoir Road & Wabash Ave.
0299-213-14-0000	Reservoir Road & Wabash Ave.
0299-213-21-0000	Reservoir Road & Wabash Ave.
0300-012-11-0000	12261 Wabash Ave.
0300-012-09-0000	12262 Wabash Ave.
0300-022-01-0000	31031 E Outer Highway 10
0300-061-04-0000	31071 E. Sunset Dr N.
0300-071-14-0000	30934 E. Sunset Dr. S.
0300-171-21-0000	31396 Alta Vista Dr.
0300-241-17-0000	31286 Freya Dr
0300-241-19-0000	13083 South Ln.
0300-241-37-0000	13081 South Ln.
0300-241-38-0000	31507 Highview Dr.
0300-261-03-0000	31060 Bedford Dr.
0300-412-10-0000	12570 Sunset Ct.
0300-481-07-0000	12912 South Ln.
0300-521-05-0000	805 La Solana Drive
0300-621-06-0000	820 Panorama Point Dr.
0300-631-14-0000	31150 Sutherland Dr.
0300-631-13-0000	31160 Sutherland Dr.
1212-091-04-0000	1106 E. Lugonia Ave.
121-226-129-0000	810 E. Pennsylvania Ave.
121-237-108-0000	1003 Crystal Ct.

121-237-109-0000	1009 Crystal Ct.
121-237-110-0000	1019 Crystal Ct.
121-237-111-0000	1029 Crystal Ct.
121-237-112-0000	1039 Crystal Ct.
121-237-113-0000	1049 Crystal Ct.
121-237-114-0000	1050 Crystal Ct.
121-237-115-0000	1040 Crystal Ct.
121-237-116-0000	1030 Crystal Ct.
121-237-117-0000	1020 Crystal Ct.
121-237-118-0000	1010 Crystal Ct.
121-237-119-0000	1004 Crystal Ct.
121-237-120-0000	1010 E. Lugonia Ave.
121-237-120-0000	1002 Crystal Ct.

Note: For this list, vacant parcels with no formally assigned street address for the site are approximated, based on nearby addresses of developed parcels. All notices and compliance documents are mailed to the property owner's address on-file with the County Assessor's Office.



City Council Meeting

F. 6.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Approve an Agreement for Collection Services with Cedar Business Services, LLC, related to miscellaneous accounts receivable and delinquent utility billing accounts at least 120 days old after the date of service (Management Services/Finance Director Garcia)

MOTION:

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

"I move to approve an agreement for delinquent billing collection services with Cedar Business Services, LLC. related to miscellaneous accounts receivable and delinquent utility billing accounts at least 120 days old after the date of service."

RECOMMENDATION:

Staff recommends the City Council approve an agreement for delinquent billing collection services with Cedar Business Services, LLC, related to miscellaneous accounts receivable and delinquent utility billing accounts at least 120 days old after the date of service.

DISCUSSION:

The City has a policy to address accounts receivable that remain outstanding in excess of 150 days and its objective is to recover delinquent amounts in a manner that is fair to ratepayers and taxpayers, protects due process, and preserves customer dignity. Such receivables will be written off and turned over to a collection agency. All accounts to be written off will be submitted and recommended by the appropriate department head and require the signature of the Finance Director and City Manager.

This policy is intended not only to allow the customer ample time to render payment, but also to expedite the collection process in the event of non-payment. In practice, the City provides multiple written notices prior to any referral, including the original bill and subsequent delinquency notices, and offers payment plans and customer assistance programs for eligible customers to support resolution before escalation.

Cedar Business Services, LLC was one of four financial collection agencies that responded to the City's Request for Proposals (RFP) for Collection Agency Services, distributed on November 25, 2025. Proposals were evaluated and ranked on the agency's qualifications and its responsiveness to the requirements of the RFP. Secondly, cost proposals were reviewed and based on overall evaluation points. With an impressive proposal that highlighted the firm's expertise in collections, Cedar Business Services, LLC was selected as the firm most qualified to perform the collection services. Additionally, the financial collection fee assessed by Cedar Business Services LLC is lower than the City's current provider.

SUBMITTED BY:

Danielle Garcia, Management Services/Finance Director

RECOMMENDED BY:

Charles M. Duggan, Jr., City Manager

REVIEWED BY:

Yvette Garcia, City Attorney
Janice McConnell, Assistant City Manager
Dana Abramovitz-Daniel, Procurement Manager

Fiscal Impact

Discussion:

The proposed agreement has a minimal fiscal impact and represents a prudent use of existing resources. Approval would authorize Cedar Business Services, LLC to continue collection efforts on the City's behalf at a reduced contingency-based fee of 19.5 percent, assessed only on amounts successfully recovered. No upfront costs are incurred, and funds collected through this process would otherwise remain uncollected. This was the lowest rate offered among proposals received and, as well, is lower than the rate of the City's previous provider (21 percent).

In FY 2024–25, delinquent miscellaneous accounts receivable totaling \$24,261 were referred to the collection agency. Based on historical recovery rates, the estimated recoverable amount is \$19,166, resulting in an associated collection fee of \$5,095. This approach maximizes potential revenue recovery while limiting financial exposure and administrative burden to the City.

Attachments

Cedar Business Services LLC Professional Service Agreement 2026

Cedar's Cost Proposal

Cedar's Technical Proposal

AGREEMENT TO PERFORM PROFESSIONAL SERVICES

This agreement for the provision of Collection Services (“Agreement”) is made and entered in this 17th day of February, 2026 (“Effective Date”), by and between the City of Redlands, a municipal corporation (“City”) and Cedars Business Services, LLC a California limited liability company (“Consultant”). City and Consultant are sometimes individually referred to herein as a “Party” and, together, as the “Parties.” In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONSULTANT

- 1.1 City hereby engages Consultant to provide Accounts Receivable Management Services on certain referred debtor accounts and related services for City (the “Services”).
- 1.2 The Services shall be performed by Consultant in a professional manner, and Consultant represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional consultants in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF CONSULTANT

- 2.1 The Services that Consultant shall perform are more particularly described in Exhibit “A,” titled “Scope of Services,” which is attached hereto and incorporated herein by this reference.
- 2.2 Consultant shall comply with applicable federal, state and local laws and regulations in the performance of this Agreement including, but not limited to, any applicable State prevailing wage laws.

ARTICLE 3 – RESPONSIBILITIES OF CITY

- 3.1 City designates Danielle Garcia, Management Services/Finance Director or her authorized designee, as City’s representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret and define City’s policies and decisions with respect to performance of the Services.
- 3.2 City of Redlands shall, subject to all requirements of law:
 - Write authorizations for settlements on claims, in its sole discretion.
 - Provide the Consultant with a list of outstanding receivables.
 - Provide referrals and supply the necessary account information to the Consultant.
 - Notify the Consultant if efforts need to be ceased on accounts that are recalled.
 - Notify Consultant to reactivate and continue collection efforts when appropriate.
 - Request inventory listing, cancellation reports, history reports and dispute-resolution

- Provide Consultant with information on direct pays within a week or less for any account held with Consultant

ARTICLE 4 – PERFORMANCE OF SERVICES

- 4.1 Consultant shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit “A,” titled “Scope of Services” which is attached hereto and incorporated herein by reference.

The Initial Term of this Agreement shall be for a period of (3) years from the Effective Date of this Agreement (the “Initial Term”). The City shall have the option to extend the Initial Term of this Agreement by two (2) additional one-year terms (each, an “Extended Term”), on the same terms and conditions, by providing written notice to Consultant at least thirty (30) days prior to the expiration of the Initial Term or any Extended Term.

- 4.2 If Consultant’s Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Consultant to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO CONSULTANT

- 5.1 Total compensation for Consultant’s performance of the Services is a contingency-based fee of 19.5% on all amounts successfully collected on behalf of the City.
- 5.2 Consultant shall submit monthly Statements to City containing account names, numbers, dates of payments received, gross amounts of collections, and collection fees of Consultant. Consultant shall remit payment to the City by the 15th of each month for any collections received in the previous calendar month. All remittances will be considered “Net Remits” as agreed upon.
- 5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY:

City Clerk
 City of Redlands
 35 Cajon Street
 P.O. Box 3005, (mailing)

CONSULTANT:

Patrick Miller
 Cedars Business Services, LLC
 5230 Las Virgenes Road, Suite 210
 Calabasas, CA 91302

Redlands, CA 92373
jdonaldson@cityofredlands.org
Phone: (909) 798-7531

pmiller@cedarfinancial.com
Phone:757-560-5801

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

- 6.1 The following insurance coverage required by this Agreement shall be maintained by Consultant for the duration of its performance of the Services. Consultant shall not perform any Services unless and until the required insurance listed below is obtained by Consultant. Consultant shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.
- A. Workers’ Compensation and Employer’s Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Consultant is self-insured or exempt from the workers’ compensation laws of the State of California. Consultant shall execute and provide City with Exhibit “B,” titled “Workers’ Compensation Insurance Certification,” which is attached hereto and incorporated herein by this reference, prior to performance of the Services.
 - B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.
 - C. Consultant shall secure and maintain professional liability insurance throughout the term of this Agreement in the amount of One Million Dollars (\$1,000,000) per claim made.
 - D. Business Auto Liability coverage, with minimum limits of One Million Dollars (\$1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Consultant owned vehicles used in connection with Consultant’s provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.
 - E. Cyber Insurance, with limits not less than \$2,000,000 per occurrence or claim, \$2,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Consultant in this agreement and shall include, but not be limited to, claims involving security breach, system failure, data recovery, business interruption, cyber extortion, social engineering, infringement of intellectual

property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, and alteration of electronic information. The policy shall provide coverage for breach response costs, regulatory fines and penalties as well as credit monitoring expenses.

F. Consultant is expressly prohibited from assigning or subcontracting any of the Services without the prior written consent of City. In the event of mutual agreement by the Parties to assign or subcontract a portion of the Services, Consultant shall add such assignee or subcontractor as an additional insured to the insurance policies required hereby and provide City with the insurance endorsements prior to any Services being performed by the assignee or subcontractor.

6.2 Consultant shall defend, indemnify and hold harmless City and its elected and appointed officials, employees and agents from and against any and all claims, losses or liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of, Consultant, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Consultant covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income, interest in real property or investment that would be affected in any manner or degree by the performance of Consultant's Services. Consultant further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Consultant agrees it is not a designated employee within the meaning of the Political Reform Act because Consultant:

A. Does not make a governmental decision whether to:

- (i) approve a rate, rule or regulation, or adopt or enforce a City law;
- (ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
- (iii) authorize City to enter into, modify or renew a contract;
- (iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
- (v) grant City approval to a plan, design, report, study or similar item;
- (vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual

holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

- 7.3 In the event City determines that Consultant must disclose its financial interests, Consultant shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

- 8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.
- 8.2 Consultant shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, result in City's immediate termination of this Agreement.
- 8.3 Consultant is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any its agents shall have control over the conduct of Consultant or Consultant's employees, except as herein set forth. Consultant shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Consultant are for its account only, and in no event shall Consultant or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Consultant have any authority, express or implied, to bind City to any obligation.
- 8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than five (5) business days prior written notice to Consultant of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Consultant's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Consultant at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Consultant. Upon receipt of a termination notice, Consultant shall immediately discontinue its provision of the Services and, within five (5) business days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, design calculations, drawings, specifications, reports, estimates, summaries and such other information and materials as may have been accumulated by Consultant in performing the Services. Consultant shall be compensated on a pro-rata basis for Services completed up to the date of termination.

- 8.5 Consultant shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Consultant.
- 8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Consultant.
- 8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.
- 8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Consultant have signed in confirmation of this Agreement.

CITY OF REDLANDS

CEDARS BUSINESS SERVICES, LLC

By: _____
Mario Saucedo, Mayor

By: _____
Patrick Miller, Director of Development
& Solutions

ATTEST:

Jeanne Donaldson, City Clerk

EXHIBIT "A"

SCOPE OF SERVICES

A. The Consultant shall provide debt collection services as described below:

1. Perform skip-tracing abilities at the state level.
2. Possess credit report accounts nationwide.
3. Possess a valid California business license.
4. Maintain current certificates of insurance covering professional liability and worker's compensation. Upon request from City or Redlands, the Consultant shall provide certificates of coverage.

B. Consultant shall perform services in accordance with all applicable state and federal laws which include but are not limited to the: Fair Credit Billing Act; Federal Equal Credit Opportunity Act; federal Fair Debt Collection Practices Act; state Rosenthal Fair Debt Collection Practices Act; and Regulation B, as amended, of the Consumer Credit Protection Act. Consultant shall adopt procedures and practices to ensure City of Redlands compliance with the Accounts Receivable Management Act.

1. Consultant shall provide full-service collection to include, but not be limited to, written correspondence and telephonic means of collection.
2. Consultant shall provide fully computerized office services, not merely an account card service, which shall include:
 - Reporting to credit bureaus electronically
 - Using an automated direct dialer system.
 - Storage of all documents on a computer.
 - Backing up data to a secure server.
 - Working directly from the computerized system.
 - In collaboration with City of Redlands, Consultant shall establish a secure, timely, and efficient transfer of account information. Any electronic exchange of information shall be via an approved method mutually agreed upon by the City of Redlands and the Consultant.
3. Consultant shall maintain a database accessible to City of Redlands with real-time information and data regarding collection accounts.

4. The database shall be formatted in such a manner that the screens are printable, and the data is exportable.

5. The Consultant shall notify City of Redlands of any changes via email to IT accessibility and/or compatibility within ten (10) business days.

- Consultant shall not release personal information and shall safeguard the information from disclosure. The Consultant is liable and shall be held accountable by City of Redlands for inappropriate use or disclosure of personal information.

6. The Consultant shall implement the following debt collection processes when providing services under this Agreement:

a. Collection Process:

- After the initial telephone/dialer contact, the account is transferred to a collector with an automatically generated credit report, based upon pre-determined account criteria.
- Collectors shall make contact attempts approximately every three (3) to ten (10) business days; depending on propensity to pay score, until contact is made. If no contact is made, skip-tracing begins. If no phone number is available (within City of Redlands media/data), skip-tracing begins immediately after assignment to contact the debtor.
- When contact is made, the Consultant shall request that the debtor make a payment towards the full balance. If the debtor is unable to pay the amount owed, all demographics and financial history are sought to determine ability to pay.

b. Skip-Tracing Process:

- The Consultant shall perform skip-tracing, employment and income verification, and property search services. The Consultant's services shall include, but are not limited to the following:
 - The Consultant shall utilize standard tools, such as credit reports from all three (3) major credit bureaus (Equifax, Experian, and Trans-Union), crisscross books, reconciling information from cable companies, and other entities, as well as matching it to the Consultant's debtor account database.
 - The Consultant shall have and retain records which include information on debtors' property ownership, marriages, divorces, probates, name changes, and criminal indexes.
 - The Consultant shall update current database(s) quarterly. Updated information shall include the following if applicable:

1. Real Estate by Situs & Alpha for specific states
2. UCC filings
3. Fictitious files
4. Crisscross phone and address for the continental United States
5. Corporate status
6. BOE

c. Cancellations:

- After extensive collection activities and all skip-tracing efforts have been exhausted, the account will be given a final management review by the Consultant. The Consultant's management staff will review all accounts, in order to verify that every effort has been made and the debtor has no assets to justify a lawsuit for balances of Ten Thousand dollars (\$10,000.00) or higher. The Consultant's management staff may return the account to the Consultant's collection staff after the instructive management review where the collector will continue to perform additional specific work, if necessary.
- The Consultant shall immediately cease efforts on recalled accounts upon request of City of Redlands. The Consultant shall cancel and pull the account from the collection process and submit a "Client Cancellation Acknowledgement Report" electronically to City of Redlands.
- The Consultant shall continue to skip-trace inactive accounts quarterly in order to re- establish contact or locate assets. The Consultant shall possess computer systems adequate for the storage and retrieval of all accounts (both active and inactive).
- At the time of closure, the Consultant shall return all debt collection files to City of Redlands, unless otherwise instructed by City of Redlands, and remove the delinquent account from national credit reporting. Once a debtor's account has been cancelled, City of Redlands may choose, after review, to re-activate and continue collection efforts.

d. Procedures and Timelines Used to Process Claims:

- Once City of Redlands has made its referrals and supplied the necessary account information to the Consultant, including when available; the debtor's social security number (SSN), the Consultant shall use its federally mandated first notice, which shall be sent to each debtor. Media/data format from City of Redlands may be hard copy or electronic download. An initial telephone call and/or telephone contact shall be made for each delinquent account as a first attempt for a possible quick resolution. Between one (1) to five (5) business days after City of Redlands has made its referral, each referred account shall have a minimum of one (1) notice and one (1) telephone call contact or attempted contact.

e. Required Reports:

Consultant shall provide reports that capture information as described below and combine all accounts into one (1) cumulative list.

- Monthly Activity Report: The Consultant shall provide monthly activity reports to City of Redlands. The monthly activity report shall provide information including, but not limited to, an account's assignment date, balance, date last worked, geography, area code, and a variety of other additional information (as may requested by City of Redlands and when available to the Consultant).
- Performance Statistics: Upon City of Redlands request, the Consultant shall submit monthly Performance Statistics, which capture information on account summaries by age and statistical overview by status codes, etc.
- Acknowledgement Report: Upon City of Redlands request, the Consultant shall confirm (in writing) all accounts/claims referred by City of Redlands where an account number has been assigned. The Acknowledgement Report shall include the debtor's name, date assigned, Consultant's account number, total dollars.
- Inventory Listing: Upon City of Redlands request, the Consultant shall furnish an inventory listing to City of Redlands. The Consultant shall submit the listing either monthly or quarterly (as required by City of Redlands), which captures information including debtor's name, account number, assigned amount, payments to date, outstanding balance, and the Consultant's recovery statistics.
- Cancellation Report: The Consultant shall submit monthly, to City of Redlands, a Cancellation Report containing an itemization and summary of all accounts returned to City of Redlands. The Cancellation Report shall include the account number, debtor's name, balance owing, and reason(s) for cancellation.
- History Report: Upon City of Redlands request, the Consultant shall provide History Reports to City of Redlands, which are cumulative reports reflecting the amount of dollars collected during the current statement period against the month in which they were assigned.
- Dispute-Resolution Report: The Consultant shall notify City of Redlands, in the event a debtor disputes all or part of the outstanding fine or cost recovery. The disputed accounts will remain suspended until additional information is obtained relative to the dispute and instructions are given by City of Redlands to proceed, cancel, etc.

EXHIBIT "B"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- (b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____ I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____ I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

VENDOR

By: _____
Patrick Miller, Director of Development & Solutions

Date: _____



CEDARS

BUSINESS SERVICES

City of Redlands, CA

Collection Agency Services

RFP # 20251125ER

December 16, 2025



**Cost Proposal from Cedars Business Services, LLC, a
Los Angeles County based California Small
Business (SBA)**

Patrick Miller

Director of Government Business Development

Cedar Financial || Member of TCM Group || ACA International

Main: (818) 224-3800 || Direct: (214) 307-4227 || Cell: (757) 560-5801

pmiller@cedarfinancial.com





G. FEE/COST PROPOSAL.

A fee proposal should be submitted indicating the term of three (3) years with the option to extend the initial term of the agreement by two (2) additional one-year terms, on the same terms and conditions. It should also include the fee structure for the applicable services, including any applicable minimums, additions or penalties. Cost proposals must be submitted via separate sealed envelope and apart from the vendor's actual project proposal. Cost proposals that are not received in a separate sealed envelope WILL cause the vendor's entire proposal to be disqualified.

Cedars Business Services proposes a *contingency-based fee of 19.5%* on all amounts successfully collected on behalf of the City of Redlands. This performance-based structure ensures that the City incurs *no upfront or out-of-pocket costs*—our compensation is earned only when recoveries are made. *No collection = no fee.*

Why This Model Benefits the City

- Aligns Cedars' success directly with the City's recovery goals.
- Eliminates financial risk and guarantees payment only for measurable results.
- Provides full-service collections without additional administrative burden.

Scope of Services Included in the Rate

- Complete account management from validation through payment processing.
- Access to *CollectCo® Client Portal* with 24/7 reporting and real-time performance dashboards.
- AI-driven call auditing and compliance monitoring on 100% of live calls.
- Secure payment processing under *PCI-DSS Level 1 and SOC 2 Type II* certification.
- Advanced skip tracing, data validation, and multi-channel outreach (letters, calls, email, SMS where permitted).
- Administrative support, account reconciliation, and monthly remittance reporting at no additional charge.

Competitive Advantage

Cedars' 19.5% contingency rate is highly competitive compared to industry averages for similar municipal and utility portfolios, which often range from 25% to 35%. This rate delivers exceptional value—top-tier performance and compliance without increasing operational or financial burden.

Additional Value-Added Services (Included at No Extra Cost)

1. *Utility Billing System Integration (API-Ready)*
Secure API or SFTP integration with the City's billing system to streamline placements and updates.
2. *Customer Hardship & Assistance Referral*
Compassionate outreach with referrals to City assistance programs when applicable.
3. *Community Reporting & Analytics*
Quarterly dashboards summarizing recovery by ZIP code, account type, and aging trends.
4. *Disaster Recovery & Business Continuity*
Redundant data centers and tested continuity plans to ensure uninterrupted service.
5. *Quarterly Educational Briefings for City Staff*
Complimentary sessions on regulatory updates, billing best practices, and consumer behavior trends.



CEDARS BUSINESS SERVICES

City of Redlands, CA

Collection Agency Services

RFP # 20251125ER

December 16, 2025



Proposal from Cedars Business Services, LLC, a Los Angeles County based California Small Business (SBA)

Patrick Miller

Director of Government Business Development

Cedar Financial || Member of TCM Group || ACA International


Main: (818) 224-3800 || Direct: (214) 307-4227 || Cell: (757) 560-5801

pmiller@cedarfinancial.com



PROPOSAL DOCUMENTS:

PROPOSAL COVER PAGE

Name of Firm, Entity or Organization: Cedars Business Services, LLC
Federal Employer Identification Number (EIN): State of California License Number (If Applicable): 10866-99 Name of Contact Person: Patrick Miller Title: Director of Government Development and Solutions E-Mail Address: pmiller@cedarfinancial.com
Mailing Address: 5230 Las Virgenes Road, Suite 210 Street Address (if different): City, State, Zip: Calabasas, CA 91302 Telephone: (818) 224-3800 Fax: (818) 224-3939
Organizational Structure – Please Check One: Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Proprietorship <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other <input type="checkbox"/> If Corporation: Date of Incorporation: 02/01/1991 State of Incorporation: California States Registered in as Foreign Corporation:
Authorized Signature: Print Name: Patrick Miller Signature:  Title: Director of Government Development & Solutions Phone: (757) 560-5801
<i>This document must be completed and returned with your Submittal.</i>

EXCEPTIONS OR DEVIATIONS TO SPECIFICATIONS

Note: Proposer must sign the appropriate statement below as applicable.

- () Proposer understands and agrees to all terms, conditions, requirements and specifications stated herein.

Firm: **Cedars Business Services, LLC**

Signature: *Patrick D. Miller*

- () Proposer takes exceptions to terms, conditions, requirements or specifications stated herein. (Proposer must itemize each exception below and return with the Proposal Form.)

Firm: Cedars Business Services, LLC

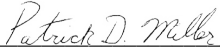
Signature: *Patrick D. Miller*

Proposer should note that any exceptions taken from the stated terms and/or specifications *may*, but not necessarily will be cause for their submittal to be deemed “non-responsive”, risking rejecting of the submittal.

Attached are **0** additional pages.

This document must be completed and returned with your Submittal

PROPOSER’S CERTIFICATION

Submit To: City of Redlands Revenue Division PO Box 3005 35 Cajon Street, Suite 15B Redlands, CA 92373 Phone 909-798-7543 accountsreceivable@cityofredlands.org	CITY OF REDLANDS REQUEST FOR PROPOSAL (RFP) CERTIFICATION AND ADDENDA ACKNOWLEDGMENT	
DUE DATE: December 17, 2025	DUE TIME: 5:00pm	RFP #20251125ER
TITLE: Collection Agency Services		
VENDOR NAME: Cedars Business Services, LLC	PHONE NUMBER: (757) 560-5801	
VENDOR MAILING ADDRESS: 5230 Las Virgenes Road, Suite 210	FAX NUMBER: (818) 224-3939	
CITY/STATE/ZIP: Calabasas, CA 91302	E-MAIL ADDRESS: PMiller@cedarfinancial.com	
<p>"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this RFP and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for assessment of liquidated damages claims. I further certify that the services will meet or exceed the RFP requirements. I, the undersigned, declare that I have carefully examined the RFP, specifications, terms and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this RFP with any other Offer or and have not colluded with any offerors or parties to an RFP whatsoever for any fraudulent purpose."</p>		
<u>12/09</u> Addendum #	_____ Addendum #	_____ Addendum #
_____ Addendum #	_____ Addendum #	_____ Addendum #
<p>"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an RFP for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this RFP and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the RFP, including but not limited to certification requirements. In conducting offers with an agency for the City of Redlands respondent agrees that if this proposal is accepted, the respondent will convey, sell, assign, or transfer to the City all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the City. At the City's discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent."</p>		
Patrick Miller _____ Authorized Agent Name, Title (Print)	 _____ Authorized Signature	12/16/25 _____ Date
<p><i>This form must be completed and returned with your Submittal</i></p>		

NO-PROPOSAL RESPONSE

**City of Redlands
Statement of "No Proposal"**

If you do not intend to submit a proposal for this project, please complete and return this form prior to date shown for receipt of proposals to: City of Redlands, Revenue Department- PO Box 3005, 35 Cajon Street, Suite 15B, Redlands, CA 92373, Attn: Elizabeth Ramirez.

We, the undersigned, have declined to submit a proposal on your RFP # 20251125ER for diversity and Inclusion training for the following reasons:

- _____ Specifications are too "tight", i.e. geared toward one brand or manufacturer only (please explain reason below)
- _____ Insufficient time to respond to Request for Proposals.
- _____ We do not offer this product/s or equivalent.
- _____ Remove us from your bidders' list for this commodity or service.
- _____ Our product schedule would not permit us to perform to specifications.
- _____ Unable to meet specifications.
- _____ Unable to meet insurance requirements.
- _____ Specifications unclear (please explain below).
- _____ Competition restricted by pre-approved owner standards.
- _____ Other (please specify below).

Remarks:

Company Name: **Cedars Business Services, LLC**

Address: **5230 Las Virgenes Road, Suite 210, Calabasas, CA 91302**

Signature and Title:

Patrick D. Miller **Director of Government Development & Solutions**

Telephone Number **(757) 560-5801** Date **12/16/25**



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City of Redlands
 Attn: Elizabeth Ramirez
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 35 Cajon Street, Suite 15B
 Redlands, CA 92373

5230 Las Virgenes Road, Suite 210
 Calabasas, CA 91302
 Phone: 818-224-3800
 December 17, 2025

RE: Proposal Submission for Collection Agency Services – RFP #20251125ER

Dear Ms. Ramirez and Selection Committee,

Cedars Business Services, LLC is pleased to submit our proposal for *Collection Agency Services (RFP #20251125ER)*. As a California-based small business with over 34 years of experience serving government entities, we understand the City of Redlands’ commitment to fiscal responsibility and community trust. We recognize the City’s need for a full-service collection program that manages *miscellaneous accounts (fire inspections, false alarm fees, cost recovery, returned checks, airport fees, fines) on a monthly basis and utility accounts quarterly*, as outlined in the RFP. We are dedicated to delivering a program that combines compliance, transparency, and efficiency to help the City achieve its revenue recovery goals.

Cedars manages over *\$500 million in active receivables for 63 government entities and 146 educational institutions*, consistently achieving *average recovery rates of 21% for government portfolios*. This experience ensures scalable, compliant, and high-performing solutions for the City’s monthly placements of 20–30 miscellaneous accounts and quarterly utility placements.

Cedars’ proven success is built on a *“Putting People First”* approach that emphasizes empathy, transparency, and data-driven performance. We strictly adhere to *FDCPA, FCRA, and California regulations*, supported by robust cyber liability coverage and SOC 2 Type II standards. Beyond compliance, our *People-First philosophy* ensures every interaction is handled with empathy and professionalism, reducing complaints and strengthening public trust.

Our proprietary *CollectCo platform* delivers real-time reporting, secure portals, and predictive analytics for complete transparency. *CollectCo* enables automated outreach, self-service payment options, and compliance auditing—giving the City full visibility and control without additional burden on staff.

We are confident that Cedars offers the City of Redlands the best long-term economic value and a partnership built on integrity, innovation, and results. Thank you for considering Cedars as your trusted partner. Please feel free to contact me directly at (214) 307-4227 or via email at pmiller@cedarfinancial.com with any questions.

Sincerely,

Patrick Miller
 Director of Government Business Development
 Cedars Business Services, LLC
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B. Executive Summary

Cedars Business Services, LLC is pleased to submit this proposal for *Collection Agency Services (RFP #20251125ER)*. As a California-based small business with over *34 years of experience serving government entities*, Cedars specializes in delivering *compliant, technology-driven, and consumer-focused collection solutions* that align with municipal values of transparency and fairness.

Proven Expertise

Cedars manages over *\$500 million in active receivables for 63 government entities and 146 educational institutions*, consistently achieving *average recovery rates of 21% for government portfolios*. Our experience spans all receivable types identified in the RFP—including utility billing, fire inspections, false alarm fees, and miscellaneous accounts—ensuring scalable, high-performing solutions for the City’s monthly and quarterly placements.

Cedars’ proven track record includes successful partnerships with *California Department of Transportation (CalTrans), Contra Costa County – Animal Services Division, California Department of Resources Recycling and Recovery (CalRecycle), California Board of Barbering and Cosmetology, and California Public Employee Retirement System (CalPERS)*. These engagements demonstrate our ability to manage complex government and utility portfolios under strict compliance requirements while delivering measurable results. For example, Cedars provides *third-party collections, skip tracing, and litigation support* for CalPERS and regulatory receivables for the Board of Barbering and Cosmetology—services that mirror the scope and compliance expectations outlined in this RFP.

Technology & Transparency

Cedars’ proprietary *CollectCo™ platform* is the cornerstone of our digital-first approach, designed to provide the City of Redlands with *complete visibility, control, and confidence* throughout the collections process. *CollectCo™* offers:

- Real-Time Reporting & Dashboards
- Secure Client Portal
- Predictive Analytics
- Automated Outreach
- Self-Service Consumer Portal
- Compliance Monitoring

People-First Approach

Cedars’ philosophy of *“Putting People First”* ensures every interaction is handled with empathy and professionalism. Our collectors are trained in de-escalation, cultural sensitivity, and financial hardship resolution, reducing complaints and strengthening public trust.

Compliance & Security

Cedars maintains industry-leading standards, including *SOC 2 Type II and PCI-DSS Level 1 certifications, AES-256 encryption, and annual staff re-certification through Cedar University*. We adhere strictly to *FDCPA, FCRA, and California regulations*, ensuring full compliance and data protection.

With a contingency-based fee structure and proven results, Cedars offers the City of Redlands a partnership built on *integrity, innovation, and measurable outcomes*.



C. Approach and Methodology:

Implementation Plan for the City

The type of support, level of support and which members that are needed from the City staff and IT team will differ from project launch, implementation, and post implementation. Typically, more assistance and involvement are needed from our client during the first 30 to 60 days of project implementation, and far less once the project is up and running.

The staff members from the City that will likely need to be involved include:

- IT Staff to facilitate setting up and sharing data files to and from Cedars and the City via secure SFTP or similar platforms. Your IT staff will provide Cedars' IT team with all sample files and file layouts. All of this applies to the following objectives:
 1. Establish secure connection.
 - Determine exactly which data fields the City will be sending to Cedars.
 - Consult and learn how any of these data fields drive correspondence, written payment postings, accounting and reporting needs and requirements that the City has.
 - Program customized data mapping, importing, and exporting scripts and BOTS to facilitate and automate various collections and demographic record updates, payment processing, accounting and daily, weekly, monthly, or other frequency of reporting that is required.
 - Operations Management and Consumer Support with both the City and Cedars' staff should share conference call(s) to determine any standard or uniquely tailored methods of serving your consumers, processing your accounts, and meeting your Client Service needs and requirements.

We consult with you regarding the following:

- Preferred methods of communication when the City and Cedars' staff need to reach out to one another with questions, and other items that may come up from time-to-time.
- How 'Direct Pays' received by the City will be reported to Cedars.
- Introduction to our Client Services Department and discussions of how your emails and phone calls with questions will be addressed promptly and professionally.
- Determining and defining all required payment, reporting and other data processing and frequencies (which are daily, weekly, biweekly, monthly, etc.).

All processes are written and then processed in a test environment until any all exceptions are identified and corrected... all before we go live.

Cedars has developed a proven implementation framework that ensures a smooth, efficient, and fully compliant transition of accounts from the City to our collections program. Our process minimizes disruption, protects consumer data, and delivers immediate transparency into recovery activities.

Phase 1: Project Kick-Off (Weeks 1–2)

- **Kick-Off Meeting:** Within five (5) business days of award, Cedars will meet (virtually or in person) with the City's Finance staff to review scope, expectations, timelines, and reporting requirements.



- *Designated Team Assignment:* Cedars will assign a *dedicated Client Success Manager (CSM)*, compliance officer, and operations lead as the City’s support team.
- *Data & File Transfer Setup:* Our IT team will configure secure file transfer methods (SFTP, FTPS, or portal upload) for automated and manual placements. File mapping will be tested and validated.
- *Business License & Compliance Documents:* Cedars will obtain and provide the City of Redlands Business License (if needed) and confirm all insurance and compliance documentation.

Phase 2: Data Integration & Testing (Weeks 2–3)

- *Data Validation:* Cedars will work with City staff to scrub and validate initial account data for completeness and accuracy (addresses, balances, prior activity).
- *System Testing:* Trial uploads will be processed in our *CollectCo®* system to confirm formatting, reporting, and account visibility in the City’s client portal.
- *Secure Access Setup:* The City’s designated staff will receive portal login credentials with multi-factor authentication (MFA) for secure access to real-time account data.

Phase 3: Training & Program Launch (Week 3–4)

- *Staff Training:* Cedars will provide orientation for City staff on the *CollectCo®* Client Portal, including reporting, file uploads, and real-time monitoring.
- *Collector Training:* Assigned Cedars government collectors will undergo Redlands–specific training on City policies, expectations, and compliance requirements.
- *Initial Placements:* The City will transmit the first batch of accounts, which Cedars will begin working within 24 hours of placement.

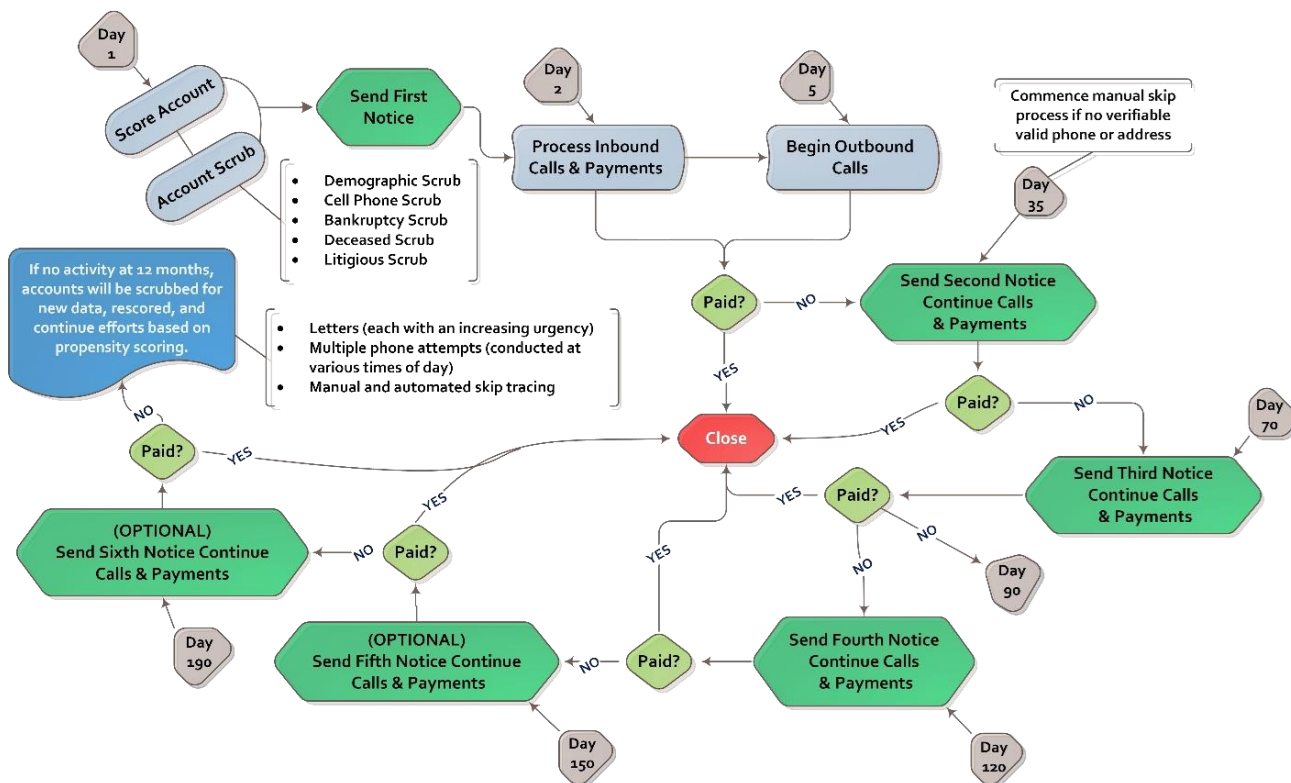
Phase 4: Performance Monitoring & Reporting (Ongoing)

- *Monthly Reports:* Delivered to the City Finance Department summarizing account status, payments, balances, and collection activities in compliance with RFP requirements.
- *Annual Reports (Fiscal Year-End, June 30):* Comprehensive summaries with period-to-date and year-to-date performance, including collection percentages and aging reports.
- *Quarterly Reviews:* Cedars’ senior management will conduct Quarterly Business Reviews with the City to discuss KPIs, address challenges, and plan enhancements.
- *Continuous Feedback:* Cedars will solicit City feedback through satisfaction surveys, performance reviews, and ongoing communications.



Collection Process

The process below is provided as a sample framework; Cedars will tailor actual workflows based on the City's data, policies, and objectives.



Cedars' Technology-Driven, Data-Backed Omnichannel Platform

If awarded the contract, Cedars will deploy its data-driven omnichannel communications platform to maximize recovery of the City's delinquent accounts while ensuring transparency, compliance, and fairness in every interaction. Unlike traditional "multichannel" agencies, where systems operate in silos, Cedars' fully integrated environment delivers a seamless experience across letters, phone, text, email, and our secure web portal. This ensures consumers can resolve their obligations using the most convenient method for them, leading to faster resolutions and higher recovery rates.

Account Rehabilitation and Data Integrity

Prior to initiating contact, Cedars will send a validation notice to every responsible party and scrub account records against the National Change of Address (NCOA) database. Address element correction is applied automatically to ensure accuracy. These practices reduce undeliverable mail and speed initial engagement. In the event a consumer has a change of address on file, we will update the account and forward the letter to the new address. We also perform address element correction. For example, if an address is listed as "Asdal Stt," we will correct it to "Ashdale Street."

Where individuals owe multiple City receivables, our system can link companion accounts into a single file for ease of management, while ensuring accounts are never co-mingled with those of other clients.



Data Access & Advanced Analytics

Cedars will leverage decades of government recovery experience, enhanced by access to premier data sources, to locate responsible parties quickly and completely. Our Right Party Contact (RPC) platform consolidates phone, address, and email records from multiple databases, creating a comprehensive profile for each debtor.

Every City placement will be prioritized using our account scoring system, which draws from historical payment data, demographic behavior, and proprietary analytics. This enables Cedars to focus resources on accounts most likely to resolve quickly while still ensuring that all accounts are worked thoroughly.

Artificial Intelligence & Compliance Oversight

Cedars will apply AI-driven call auditing across 100% of live collection calls performed on behalf of the City. Rather than reviewing calls after they occur, our proprietary AI technology monitors interactions in real time, providing immediate feedback and coaching to collectors to ensure full compliance with the Fair Debt Collection Practices Act (FDCPA), Regulation F, and California collection laws, while maintaining a courteous and professional tone with every resident.

Cedars audits 100% of inbound and outbound calls using AI-driven monitoring.

Supervisors have the ability to *listen, whisper, or intervene live* to guide any conversation that requires additional oversight. This proactive quality-control system allows Cedars to identify and correct issues instantly—before they become complaints—resulting in *stronger compliance, greater transparency, and enhanced protection of the City’s reputation* within the community.

Omnichannel Engagement

Our omnichannel platform ensures consumers can engage with us through their preferred communication channel:

- Letters
- Phone calls
- Email (with consent)
- SMS text messaging (with consent)
- 24/7 web portal and IVR

Every call is recorded, audited, and available for City review to guarantee transparency.

Every communication, regardless of type, is automatically recorded into the account record. Consumers can choose full self-service options through our *secure payment portal* or interact with a live agent as they prefer.

Data Science & Recovery Optimization

Our data scientists will apply machine learning algorithms to payment histories and demographic information to predict which accounts are most likely to be recovered quickly. Accounts are scored and routed accordingly, allowing collectors to prioritize high-probability cases while still working every account. This results in faster recovery cycles for the City and more efficient use of resources.

CollectCo® – Proprietary Collection Software

Cedars’ proprietary *CollectCo® platform* has been refined over three decades and is designed specifically for government receivables. For the City, it will provide:

- *Client Portal* – 24/7 access to account status, recovery metrics, and detailed reports.



- *Consumer Portal* – Consumers will be able to securely review their balance, upload documents, set up payment plans, or pay in full online.
- *Full Transparency* – All notes, call recordings, and payment histories will be available to the City through real-time dashboards.

Payment Plan Technology & Negotiation Tools

Our collectors are trained to seek payment in full on first contact whenever possible, but our system is designed to support the City’s requirements for Payment Plan Arrangements (PPA):

- Automated pop-up windows on collector screens provide approved negotiation options, ensuring consistent application of City policies.
- Consumers can establish customized payment schedules (monthly, bi-weekly, etc.) with pre-authorized debit/credit drafts or ACH transfers.
- Automated reminders (letters, calls, emails, or texts) reduce missed payments, while system alerts notify collectors immediately if a payment fails.

All payment plan processes are fully compliant with FDCPA, PCI DSS, and California-state regulations. For consumers who prefer not to engage directly, Cedars also provides encrypted email options for secure payment reminders and settlement agreements.

Payment Options for Debtors

Cedars offers multiple convenient payment methods, including:

- *Online Payments* – Secure web portal for 24/7 payments.
- *Phone Payments* – IVR and live agent-assisted transactions.
- *Mail Payments* – Traditional check/money order processing.
- *In-Person Payments* – Available at designated locations.
- *Installment/Payment Plans* – Flexible payment arrangements based on debtor financial capacity.

Skip Tracing

Skip tracing is one of the most important drivers of successful recoveries, especially in municipal collections where responsible parties may relocate. If awarded the Redlands contract, Cedars will apply its multi-layered waterfall skip tracing process, which has achieved successful right-party contact in over 75% of accounts across our government portfolio.

Our process begins with an automated scrub of every account through premier data providers, including LocateSmarter, LexisNexis Accurint, TransUnion/TLO, Experian, and Equifax, as well as proprietary API integrations. If a valid number or email is found, the account is immediately returned to our calling sequence. If the number is deemed invalid, it is stored and flagged so vendors cannot return the same bad information, and the account re-enters the waterfall for continued research until new contact details are identified.

Accounts that remain unresolved after full automation are escalated to manual skip tracing conducted by Cedars’ experienced research team. These collectors leverage decades of expertise, along with specialized private and public data portals, to locate responsible parties and assets that automated vendors cannot identify. High-balance cases or accounts flagged for potential litigation are given additional manual attention to ensure every viable recovery path is pursued.



Once contact information is secured, Cedars' omnichannel communication system ensures that every consumer can be reached and engaged in the manner most convenient for them. With consumer consent, we utilize phone calls, letters, emails, text messages, and our secure *CollectCo*® portal. Our AI-driven processes analyze when individuals are most likely to be active on their devices, scheduling outreach during those optimal times to maximize engagement.

This combination of automated skip tracing, manual research, and omnichannel engagement ensures that no City account is overlooked. Whether through automated updates, manual investigation, or ongoing monitoring of credit activity, Cedars will pursue every reasonable opportunity to identify liable parties and secure recovery for the City.

Data Transfer and System Integration

If awarded the contract, Cedars will establish secure, automated data transfer processes with the City to ensure efficient and compliant handling of all placements, payments, and reporting files. We will support the City's preferred transfer method—your preference is our preference—with the following secure channels available:

- FTPS (Implicit or Explicit, secured by TLS/SSL)
- SFTP (secured by SSH)
- Web Portal (secured by TLS/SSL)

Cedars' IT team will work directly with the City Finance staff to configure data mapping between our systems. This includes:

- *Inbound Files* – Receivable placements provided by the City.
- *Outbound Files* – Demographic updates, payment and remittance files, settlement information, and accounting transaction records.
- *Reporting Files* – Monthly and YTD reports by account type, recovery status, and department, plus any custom reports the City requires.

This approach ensures the City has complete transparency and reliable updates at every stage of the recovery process, with all data securely transmitted, fully auditable, and tailored to City's operational and reporting requirements.

Data Security Statement

Cedars places the highest priority on the security, confidentiality, and integrity of client data. All information transmitted to and from our systems will be encrypted using industry-standard protocols, including TLS/SSL and SSH. Our systems are housed in a *SOC 2 Type 2-certified environment*, with rigorous controls that have been independently audited to verify compliance with the five Trust Service Criteria: security, availability, processing integrity, confidentiality, and privacy.

Cedars maintains full PCI-DSS Level 1 certification for all payment processing activities and adheres strictly to the Fair Debt Collection Practices Act (FDCPA), Regulation F, and all applicable Georgia and federal privacy regulations.

Access to any City data is role-based and protected by multi-factor authentication, ensuring that only authorized personnel can view or handle sensitive information. All system activity is continuously monitored through real-time intrusion detection and logging, providing complete visibility and security



oversight. This layered protection framework ensures that the City’s data—and its consumers’ information—remain fully secure at every stage of the collection process.

In addition, Cedars retains all records for a minimum of seven years. Our internal compliance team conducts quarterly audits and annual penetration testing to ensure ongoing system resilience.

By combining independent third-party audits, encryption standards, and continuous monitoring, Cedars guarantees that the City’s sensitive information will be fully protected throughout the lifecycle of the collection program.

Innovative Methods and Best Practices

Cedars recognizes that municipal debt recovery requires both innovation and flexibility. While each client engagement is customized, the following Proactive Dialer Approach is provided as a sample of the type of structured outreach strategy Cedars may deliver for the City. If awarded the contract, we will adapt these methods to the City’s specific needs, data sources, and program objectives.

Proactive Dialer & Omnichannel Strategy

Our system initiates daily outreach using a predictive/progressive dialer, targeting both primary and alternate numbers. Outreach cycles combine calls, ringless voicemail drops, SMS, emails, and letters, ensuring multiple points of contact through the responsible party’s preferred channel.

Illustrative Contact Cycle:

- Day 1: Call attempt (no voicemail/SMS)
- Day 2: Ringless voicemail drop
- Day 3: Call attempt (no voicemail/SMS)
- Day 4: SMS outreach
- Day 5: Call attempt (no voicemail/SMS)
- Day 6: Email outreach with resolution options
- Day 7: Call attempt + documentation review

Additional Touchpoints:

- SMS campaigns: Minimum of 2 per week.
- Email campaigns: Every 2 days, with clear payment resolution options.
- Demand letters: Two escalating written notices mailed to reinforce urgency.
- Voicemail drops: Strategically placed after two weeks and before closure to re-engage the debtor.

Structured Cool-Off and Re-Engagement

If outreach shows declining responsiveness, Cedars may implement a *manager-reviewed cool-off period* (typically one month) to avoid over-contact and re-engage later with a fresh cycle. A final cool-off and re-engagement cycle may occur after four months of non-response before recommending closure.

Compliance and Documentation

- Adherence to FDCPA’s 7-in-7 Rule and all Georgia-specific requirements.
- All calls, texts, voicemails, emails, and letters are documented, time-stamped, and retained for at least one year.



- Supervisors monitor engagement and liquidation trends monthly to adjust strategies.
- Performance metrics—such as contact rates, engagement levels, and payment resolutions—are tracked and shared with the City.

In summary, this process demonstrates how Cedars combines automation, omnichannel outreach, advanced skip tracing, and structured management oversight to maximize recoveries. If awarded, Cedars will work closely with the City to refine and customize this strategy into a program tailored to its specific receivables, policies, and community needs.

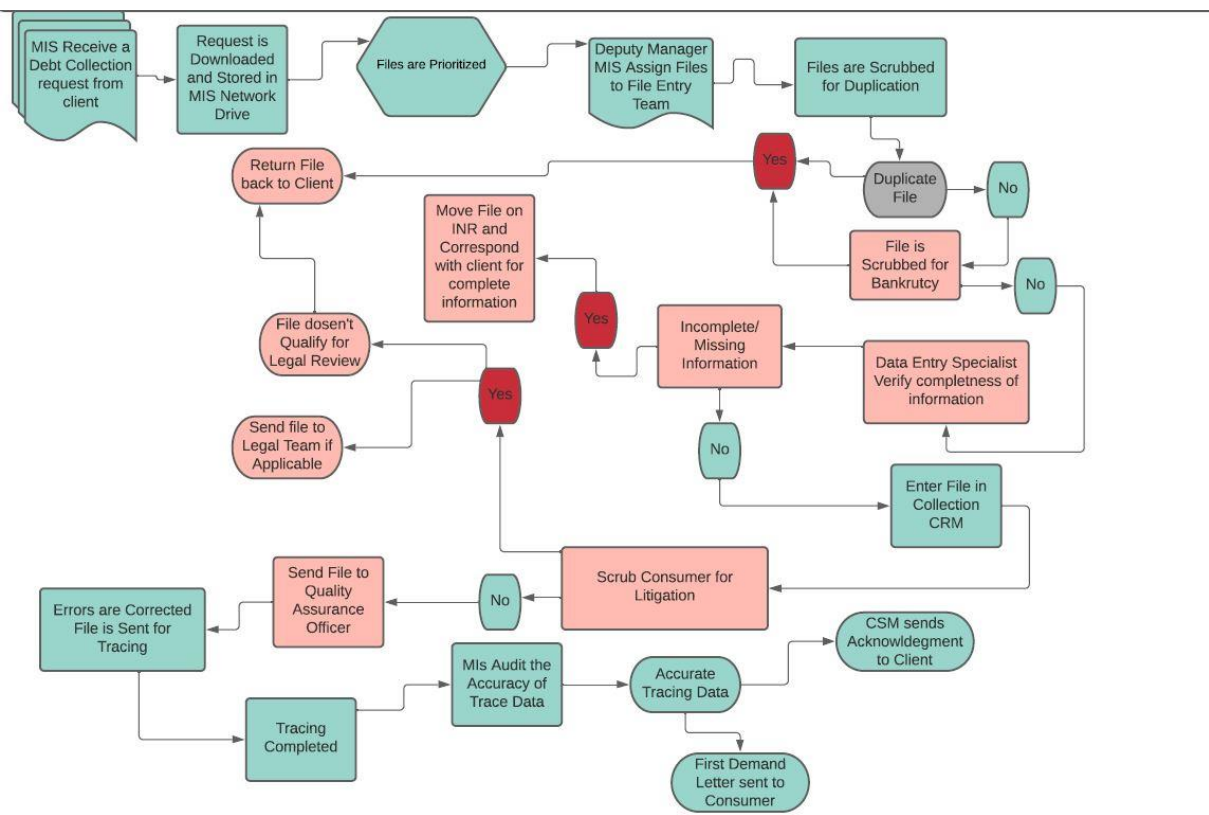
Account Recall and Documentation Return

Cedars upholds that when directed by the City, we will *immediately cease all collection activity* on any account previously assigned. Upon such direction, Cedars will promptly return to the City all documentation and records pertaining to that account, including account notes, correspondence, payment history, call recordings, and any related materials.

This process ensures that the City retains full control over its accounts and that Cedars remains fully aligned with the City’s instructions and oversight at all times.

Placement Accounts Entry Flowchart

This image is a *workflow flowchart* that illustrates the process Cedars follows when handling *new account placements from a client*. It maps out each decision point and action step from the moment a file is received until it is either returned, traced, sent for legal review, or placed into collections.





Here's a breakdown of the steps shown:

1. File Receipt & Storage

- The agency's MIS (Management Information System) receives a debt collection request from a client.
- The request is downloaded and stored on the MIS network drive.
- Files are prioritized.

2. File Assignment & Initial Scrubs

- Deputy Manager assigns files to the File Entry Team.
- Files are scrubbed for duplication.
 - If duplicate → the file is removed.
 - If not duplicate → the file is scrubbed for bankruptcy.

3. Data Review & Validation

- A Data Entry Specialist verifies completeness of information.
 - If incomplete/missing information → file is moved back to client for correction or additional info.
 - If information is complete → the file is entered into the collection CRM system.

4. Client Communication

- A Client Success Manager (CSM) sends an acknowledgment back to the client confirming receipt.

5. Consumer Scrub & Preparation for Action

- Consumer data is scrubbed for litigation (checking for legal eligibility, validity, etc.).
 - If the file doesn't qualify for legal review → it is either corrected and resent or set aside.
 - If the file qualifies → it can be sent to the legal team.

6. Tracing & Data Accuracy

- Files go through tracing to locate the debtor (skip tracing).
- MIS audits the accuracy of trace data.
 - If errors are found → file is sent back to Quality Assurance.
 - If accurate → a first demand letter is sent to the consumer.

7. Quality Assurance & Legal Review

- Files that don't pass initial checks are routed to a Quality Assurance Officer.
- Files that qualify are sent to the legal team for potential litigation.

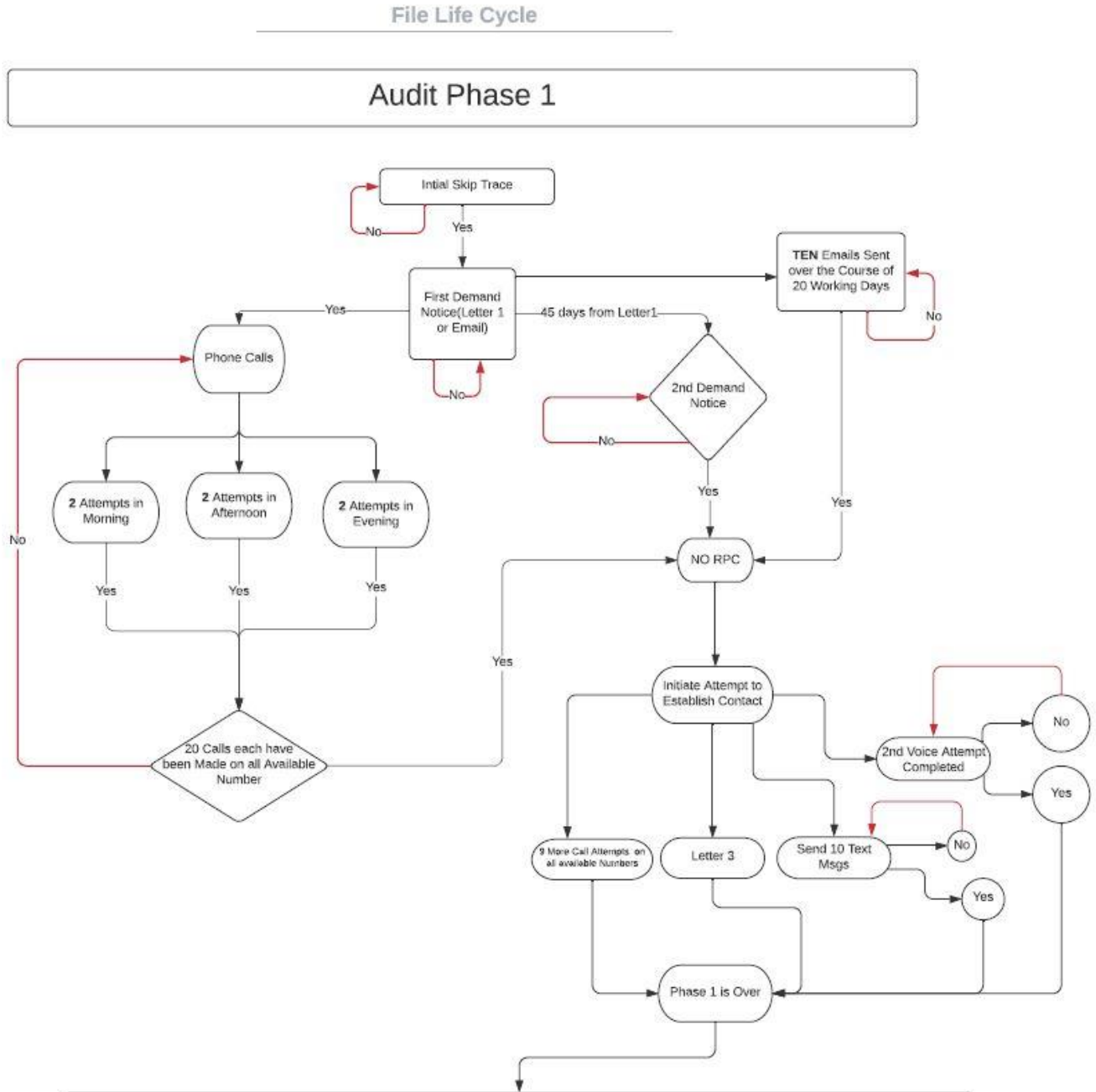
Key Features of the Workflow:

- *Decision points* (Yes/No diamonds) dictate whether files move forward or get rerouted.
- *Parallel checks* (duplication, bankruptcy, completeness) ensure data integrity before consumer contact.
- *Audit and QA loops* show continuous quality control.
- *Client communication* (acknowledgment letters, requests for additional info) are built into the process.
- The process ends in one of three ways:
 - The file is returned to the client (if incomplete or unqualified).



- The file is escalated to litigation.
- The first demand letter is sent to the consumer to begin active collection.

Chart – Lifecycle of a Collection File (sample)



Cedars' Audit Phase 1 – Collections Workflow Overview

1. Initial Skip Trace

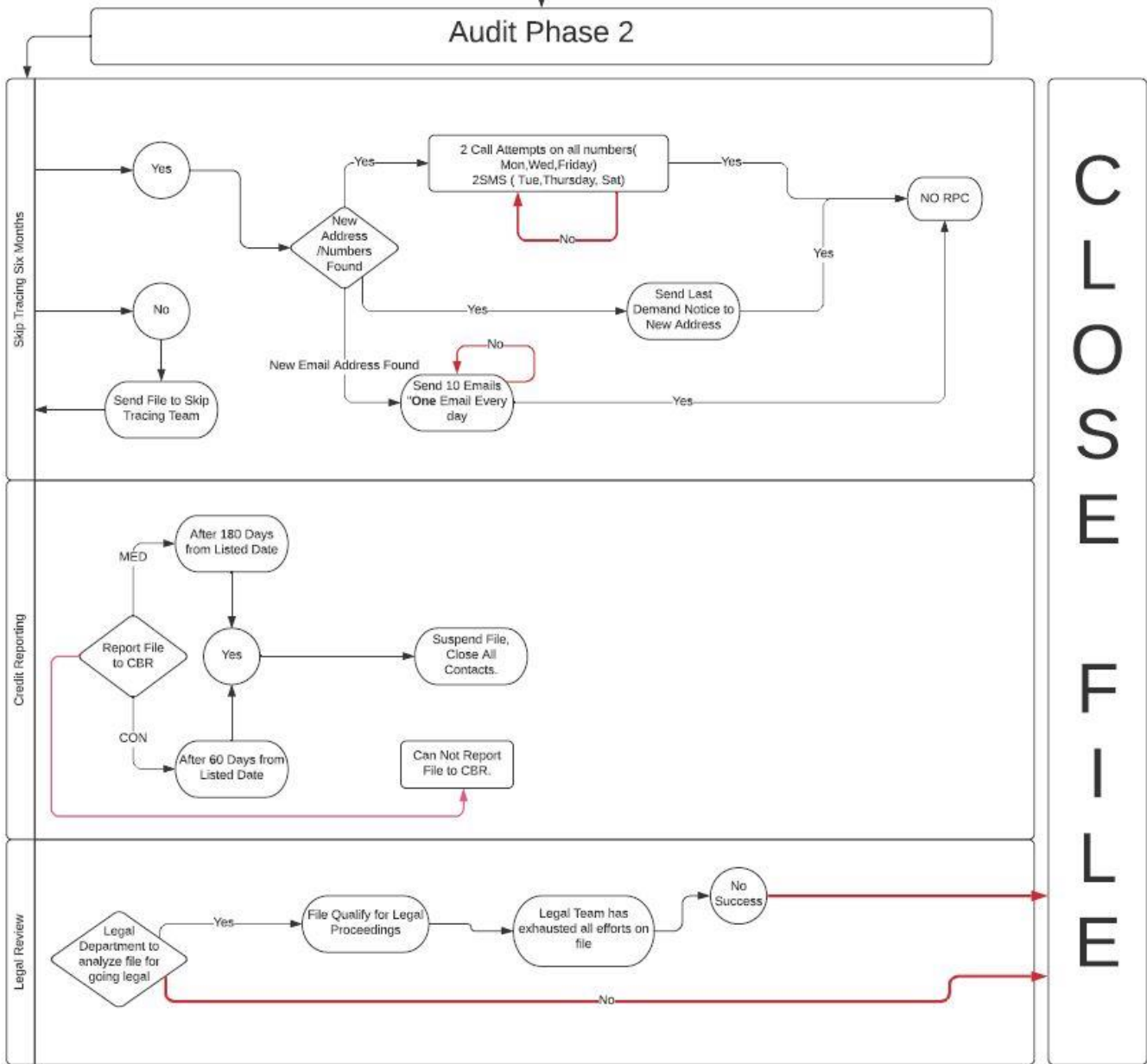
- Every new account undergoes skip tracing to verify and update contact information.
- If skip tracing fails, the file is returned or held pending additional data.



2. *First Demand Notice (Letter 1 or Email)*
 - a. Once skip tracing is completed, the first written notice is sent to the debtor via letter or email.
 - b. This notice initiates the audit phase and establishes the first official contact attempt.
3. *Phone Call Campaign*
 - a. A structured sequence of outbound phone calls begins immediately:
 - i. 2 calls in the morning
 - ii. 2 calls in the afternoon
 - iii. 2 calls in the evening
 - b. This sequence continues until 20 total call attempts have been made across all available numbers.
4. *Email Outreach*
 - a. A total of 10 emails are sent over the course of 20 working days as part of the multi-channel communication effort.
5. *Second Demand Notice*
 - a. If 45 days pass from the first letter and no resolution has occurred, a second demand notice is issued.
 - b. If no right-party contact (RPC) is achieved, the file moves into deeper engagement efforts.
6. *Attempt to Establish Contact*
 - a. Additional efforts are made to establish contact with the debtor:
 - i. 4 more call attempts on all available numbers
 - ii. Send 10 text messages
 - iii. Initiate second voice attempt workflow
7. *Letter 3 Sent*
 - a. A third notice is issued during this phase as a final written outreach attempt.
8. *Phase 1 Closure*
 - a. Once the required communication cycles are completed (or contact is confirmed), Phase 1 concludes, and the file moves to either resolution, monitoring, or escalation based on response.

Key Features of This Workflow

- *Multi-channel approach:* Phone, email, SMS, and written letters used in tandem.
- *Escalating contact cadence:* Contact attempts become increasingly targeted based on consumer behavior.
- *Compliance-focused:* All attempts follow timing and frequency rules to comply with FDCPA and TCPA.
- *Automated tracking:* Every step is logged and auditable within Cedar's *CollectCo™* platform.



Audit Phase 2 Collections Workflow

The Audit Phase 2 process begins after the completion of initial contact efforts under Phase 1, targeting accounts that have not yet responded or resulted in a right-party contact (RPC). This phase focuses on enhanced skip tracing, secondary outreach, credit reporting review, and legal evaluation, ensuring every recovery avenue is exhausted before a file is closed.

1. Skip Tracing and Recontact

- **Skip Trace Validation**
 - If the file already has new contact data (address, phone number, email), Cedars proceeds with contact attempts.
 - If no new data is available, the account is sent to Cedars' dedicated Skip Tracing Team for deep research using advanced tools (LexisNexis, TLOxp, Experian).



- **Recontact Attempts**
 - If new numbers are found, Cedars initiates 2 call attempts per number (Monday, Wednesday, Friday).
 - Concurrently, 2 SMS messages are sent (Tuesday and Thursday).
 - If a new email address is discovered, 10 email messages are sent—one per day over 10 business days.
 - If a new mailing address is found, a final demand letter is mailed to that address.
- If No Right-Party Contact (RPC) is achieved after these steps, the account is moved toward closure or advanced review.

2. Credit Reporting Review (if authorized)

- **Consumer Debt:**
 - After 60 days from listed date, consumer accounts are evaluated for credit reporting eligibility.
 - If eligible, it follows the same process; otherwise, the file is closed without being reported.

Note: Cedars does not report any accounts to the credit bureaus without *explicit client authorization* and alignment with city policy.

3. Legal Review (Client go-ahead needed first)

If the account is still unresolved and meets internal thresholds, it is forwarded to the Cedars Legal Department for pre-litigation analysis.

- Legal File Review Includes:
 - Asset assessment
 - Employment verification
 - Statute of limitations check
 - Cost/benefit analysis for potential suit
- If Qualified for Legal Action:
 - The file proceeds through Cedars' legal workflow in partnership with local creditors' rights attorneys (again, only with client approval).
 - If litigation is not successful, or legal options are exhausted, the file is closed with full documentation.

Final Outcome: File Closure

If all collection, credit, and legal options are exhausted and the account remains unresolved:

- The file is formally closed, and the entire history (letters, calls, skip trace efforts, and dispute logs) is archived for City audit access.
- Closure reasons are documented (e.g., no contact, debtor deceased, legal exhaustion, uncollectible).

Credit Reporting

Eligible accounts placed by the City of Redlands will be reported to *all three major credit reporting agencies – Equifax, Experian, and TransUnion*. Cedars will field all consumer phone calls related to reported accounts and process any disputes received through the *e-OSCAR* system. Accounts will remain listed for *seven (7) years from the date of delinquency*, or until the City recalls the account, whichever comes first. In addition, Cedars will continue to monitor all accounts through our *Triggers Program*, which alerts us to new consumer credit activity that may indicate ability to pay.



Cedars recommends that the City authorize us to report delinquent accounts *60 to 90 days after placement*. This best practice is followed for two important reasons:

1. *Error Prevention and Consumer Protection* – Allowing 60–90 days before reporting provides time to identify and resolve any potential errors in account balance or other legitimate disputes. This process avoids unnecessary Fair Credit Reporting Act (FCRA) complaints and cumbersome bureau disputes that could otherwise create time-sensitive legal obligations for the City. By waiting, we minimize risk of inaccurate reporting and protect the City from reputational and legal exposure.
2. *Encouraging Voluntary Resolution* – Informing consumers that credit bureau reporting will occur after 60–90 days provides a powerful incentive for them to pay their balance in full or enter into an approved payment plan before the debt impacts their credit. Many delinquent account holders choose to resolve their obligation during this grace period, resulting in higher voluntary compliance and reduced dispute activity.

Cedars' staff are *thoroughly trained and certified* in all *federal and state credit reporting requirements* to ensure complete compliance and protection for the City and its consumers. Our training emphasizes accuracy, fairness, and transparency across every stage of account handling and credit reporting.

- *Fair Credit Reporting Act (FCRA)*: Ensures *timely, accurate, and verifiable reporting* of account information, including proper dispute handling and documentation. Cedars verifies all data before any report is made.
- *Equal Credit Opportunity Act (ECOA)*: Promotes *fair and unbiased treatment* for all consumers during communications and credit-related decisions.
- *California Fair Business Practices Act (CFBPA)*: Serves as the City's principal consumer protection law. Cedars trains all employees to uphold the Act's requirements, ensuring *ethical conduct, truthful representations, and full protection of California consumers' rights*.
- *Regulation Z (Truth in Lending)*: Although primarily directed at creditors, Cedars ensures all collectors can *identify and escalate potential compliance or disclosure concerns* that may arise during consumer interactions.

Through this ongoing training and certification, Cedars maintains *the highest standards of compliance and integrity*, helping the City protect its consumers while upholding local, state, and federal regulatory expectations.

Although Cedars is not a bank or creditor, our compliance team trains all agents to recognize and escalate potential violations immediately. Every account reported to the bureaus is documented, monitored, and managed in accordance with City policy and federal/state law.

By following this structured credit bureau reporting protocol, Cedars ensures that the City benefits from the *deterrent effect of credit reporting* while avoiding unnecessary disputes, reducing legal risk, and encouraging consumers to resolve their obligations voluntarily.

Trigger Program

If, at day 60, an account has no established contact or produced new contact information through our skip-tracing process, it will be eligible to be added into our Trigger Program. This occurs independently of our skip tracing process. If the account is in skip-tracing, it will continue through that treatment



process as well. The automated Trigger process relies on our access to multiple databases, looking for current credit-based activities tied to the consumer’s identifying information.

Examples of triggering events include – mortgage inquiries, new bank cards, business loans, resolving past due balances, HELOCs, and similar events that initiate a credit inquiry on the consumer. These activities generate new demographic information and signify that a consumer has become credit-active and is more likely and capable of resolving their outstanding obligations.

Upon an occurrence of any of these *triggering* events, Cedars will be notified, and the account updated with any fresh contact information generated from the credit activity. This will reactivate and prioritize the account within our workflow to capitalize on the fresh information.

Consumer Payment Portal

Our Consumer Payment Portal – *CollectCo* - allows consumers to access and manage their accounts online. Through secure logins provided in communications, consumers can view account summaries, ask questions, and make payments or set up payment plans. *Every task that requires live agent assistance can be fully completed through the portal. We are the only collections firm in the industry offering this capability.*

Click on the link below to view our pay online tutorial for consumers. Our consumer payment portal is a handy resource for the debtor to take control and manage their balance.

<https://cedarsbiz.com/wp-content/uploads/2022/03/Cedar-Video-2-2-1-1.mp4>

Key Features:

- **24/7 Online Access** – Consumers can securely log in to manage their accounts anytime.
- **Account Management** – View account summaries, payment history, and balances.
- **Flexible Payment Options** – Choose from one-time payments, 3-month, 6-month, or customized payment plans.
- **Multiple Payment Methods Accepted** – Credit/debit cards, ACH, checks, money orders, PayPal, and mobile payment apps.
- **Secure & Compliant Communication** – Consumers can set communication preferences (phone, email, SMS) in compliance with FDCPA & TCPA regulations.
- **Dispute Resolution** – Submit questions or disputes directly through the portal.
- **Instant Payment Receipts** – Consumers can download receipts for their records.



ONLINE PORTAL SIGN IN

Easily view your balance details, make a payment, request documents, and more!

New user? [Register Now](#)

Email

Password

[QUICK PAY](#)

[LOG IN](#)

[Forgot password?](#)

Need help? Call us at 877-329-4903 or email us at portalsupport@cedarsbiz.com.



Payment Methods Accepted

- Credit Card – Visa, Mastercard, American Express, Discover
- Debit Card
- ACH
- Check
- Money Orders
- Cash
- PayPal
- Mobile Payment Apps, for example Google Pay, Apple Pay

Creditor	[REDACTED]
Cedar Reference Number	[REDACTED]
Date	August 8, 2025
Payment Amount	USD \$20.00
Convenience Fee	USD \$4.99
Transaction Total	USD \$24.99
Transaction Number	[REDACTED]
Transaction Status	APPROVAL
Payment Method	Pay

The remaining balance for this account is **USD \$560.00**.

To make your next payment, log on to the portal or call 877-329-4903.

Want to Manage Your Account Online?

[Log In Now](#)

Thank you for your payment.

Your payment details are below. Please note, it may take a few moments for the transaction to appear on your account.

Creditor	[REDACTED]
Date	August 8, 2025
Amount	USD \$393.00
Transaction Number	[REDACTED]
Transaction Status	APPROVAL
Payment Method	Apple Pay

Your payment of USD \$393.00 is applied as follows:

Your Reference #	[REDACTED]
Payment Amount	USD \$393.00

We are also able to use multiple electronic payment processors.

Payment Plan Options

The following is an example. Our technology allows consumers to set payment parameters according to their financial condition.

- Pay balance in one payment
- 3-Month Payment Plan
- 6-Month Payment Plan
- Customized Payment Plan

3-Month Payment Plan USD (\$) ⓘ

3 Monthly Payments of
\$42.09

Payoff Date
Wednesday, December 22, 2021

Starts
Today

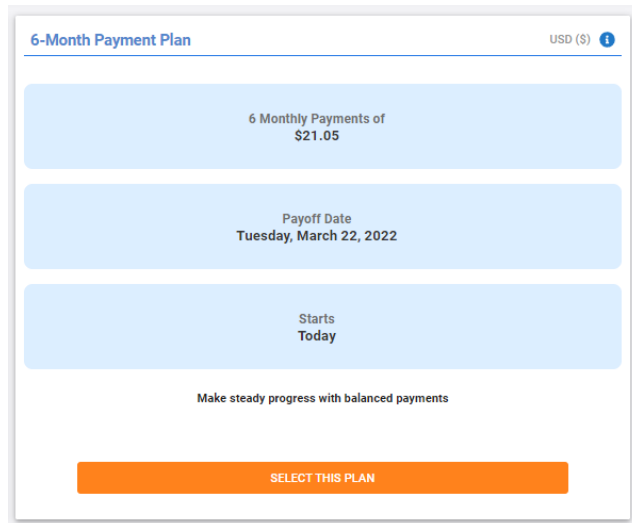
Get out of collections faster with larger payments

[SELECT THIS PLAN](#)



In this example, you can see a 6-month payment plan of \$21.05 with an expected payoff date of March 22, 2022.

Similar to features of an online portal offered by major banks, Cedars allows consumers to create and set their payment plan to pay off their financial obligations online to make the process as easy and stress-free as possible.

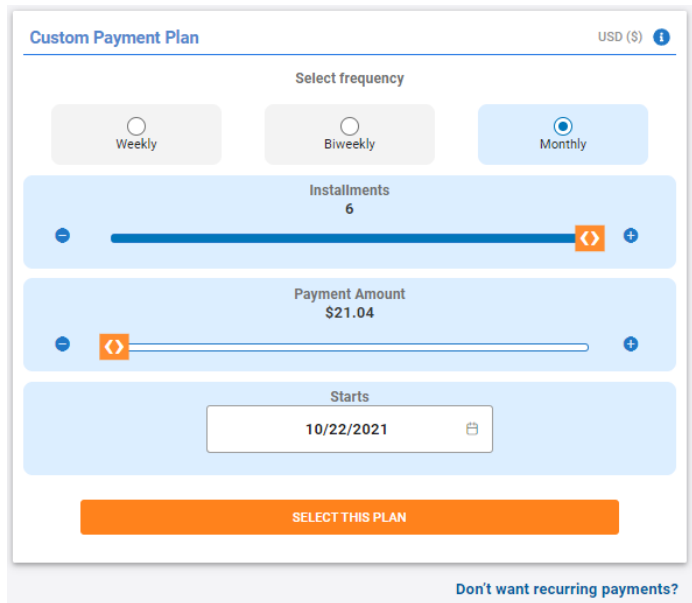


Custom Payment Plan

In this example, you have a custom payment plan depicting a monthly arrangement with six installments of \$21.04 per month.

Consumers will appreciate the level of technology and flexibility we offer to repay their debts in a manner that is most convenient based on their financial condition.

Of course, we do set guardrails to avoid payment plans being over-extended beyond City specifications. However, our model is all about **Putting People First**. That means we must consider and understand the needs of the City and consumers. [That's the only way to maximize your success with collections.](#)





Welcome Lashunna!

Having an account in collections doesn't have to be scary. We believe people come first and do everything we can to make the process easy and stress-free.

DEBTS OVERVIEW

USD (\$) ⓘ

Creditor: TEST MED

Total Claims	2
Total Amount	\$130.00
Interest	\$16.25
Subtotal	\$146.25
Last Payment	Aug 12, 2021
Total Paid	\$20.00
Amount Due	\$126.25

Pay as Group

Pay as Individual

<input checked="" type="checkbox"/> Debt Date	File Number	Creditor	Amount Due USD (\$)	Amount Paid USD (\$)	Payment Plan	Last Payment Date
<input checked="" type="checkbox"/> Aug 11, 2021	1299944	TEST MED	\$11.76	\$20.00	No	Aug 12, 2021
<input checked="" type="checkbox"/> Aug 11, 2021	1299945	TEST MED	\$114.49	\$0.00	No	N/A

Total group amount selected is \$126.25 **PAY**

Ready to put this behind you?

Make a secure payment online.



PAY SELECTED GROUP BALANCES

Can't pay now?

Apply for a payment plan that fits your needs.

SET UP PAYMENT PLAN

Need more info?

We're happy to give more information on your debt.

Call us toll-free at 800-980-3357

THIS COMMUNICATION IS FROM A DEBT COLLECTOR. THIS IS AN ATTEMPT TO COLLECT A DEBT AND ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.

➤ Credit / Debit Card Screen

Credit Card Information



Card Number

Name on Card

Exp. date: MMYY

CVV

Credit Card Address

Same as address on file

Address

City

State

Country

Zip Code

By choosing recurring payments, you give us consent to keep your credit card information on file for future payments.

PROCESS



➤ **ACH / Electronic Check Screen**

ACH & eCheck

Bank Information

Select account type

First Name Last Name

Routing number Account Number

Account address Same as address on file

Address

City

Zip Code

State

Country

By choosing recurring payments, you give us consent to keep your bank account information on file for future payments.

PROCESS

Highlights:

- Convenient Online Payments & Payment Plans.
- Account Information & Transparency.
- Self-Service Communication & Dispute Resolution.
- User-Friendly Design and 24/7 Accessibility.
- Security and Regulatory Compliance Features
- **ESIGN Act Compliant Encrypted Email:** Cedars is one of the few collection agencies with its own ESIGN Act-compliant encrypted email platform. This allows us to communicate securely with consumers who opt in, sending them reminders, payment plans, and updates in full compliance with federal regulations.

3-Month Payment Plan USD (\$) ⓘ

3 Monthly Payments of
\$42.09

Payoff Date
Wednesday, December 22, 2021

Starts
Today

Get out of collections faster with larger payments

SELECT THIS PLAN



Consumer Contact Information & Preferences

The consumer provides consent, in compliance with FDCPA and TCPA regulations, on their preferred method of communication: phone, email, or SMS text along with their preferred day and time.



Account Details for:
HOLLAND, LASHUNNA TEST

CONTACT INFORMATION Contact history

Telephone

Home

Email

Address

Address 1

City

State

Country

Zip Code

SAVE

CONTACT PREFERENCES

How would you prefer to be contacted?

Notifications	Email <input type="checkbox"/>	Phone <input type="checkbox"/>	Text <input type="checkbox"/>
Payment Reminders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Your Current Timezone

(UTC-05:00) Eastern Time (US & Canada)

Preferred Call Times	Preferred Days
From: <input type="text" value="08:00 AM"/>	<input checked="" type="checkbox"/> Monday
To: <input type="text" value="05:00 PM"/>	<input checked="" type="checkbox"/> Tuesday
	<input checked="" type="checkbox"/> Wednesday
	<input checked="" type="checkbox"/> Thursday
	<input checked="" type="checkbox"/> Friday
	<input checked="" type="checkbox"/> Saturday
	<input checked="" type="checkbox"/> Sunday

Don't want to be contacted anymore?

[Submit a cease communication request](#)

SAVE

Cedars maintains a proprietary email and SMS texting platform that comply with FDCA and TCPA regulations.

Consumer Payment Receipt – Customer can download a PDF copy of their receipt.

PAYMENT PLAN

1 ————— 2 ————— 3

✓ PAYMENT PLAN ACCEPTED

Thank you for setting up your payment plan with Cedars Business Services!
A confirmation has been sent to mali@cedarfinancial.com.
Please review your payment plan details below. You may want to download a copy for your records.

Charge appears as	Cedars Business Services
Payment Amount	USD \$21.04
Frequency	Monthly - one payment per month
Start date	October 25, 2021
Number of payments	6
Credit Card	XX3007

If you need to change or cancel your payment plan, visit the [Payment Plan Dashboard](#) or call 800-980-3357 for assistance.

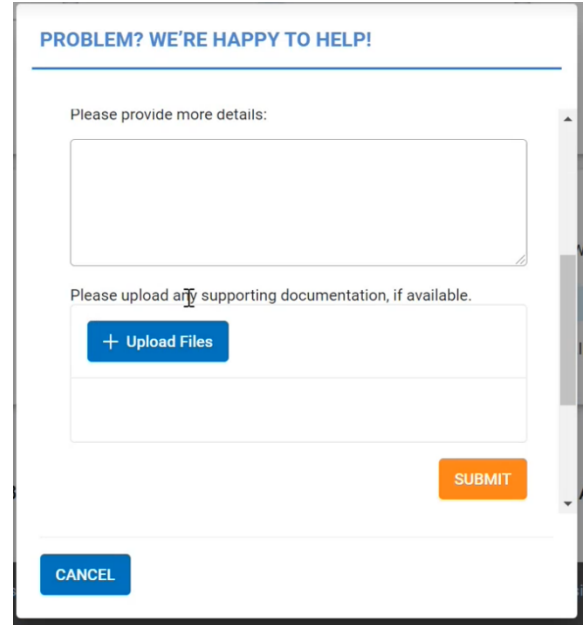
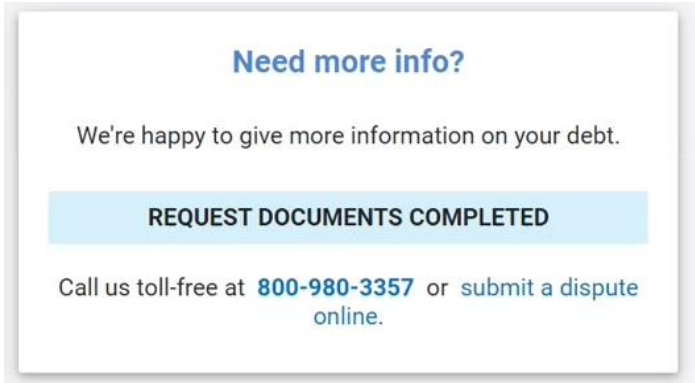
[DOWNLOAD RECEIPT](#)

[Return to Claims Dashboard](#)



Answering Consumer Questions & Processing Disputes

A consumer may view their account information, inquire on a topic, or file a dispute through the consumer portal.



Consumers have several options to question or dispute their balance:

- Speak with a customer service agent
- Submit questions via the portal
- Submit description and documentation explaining a dispute

Dispute and Complaint Resolution

Cedars will ensure that disputes, complaints, and non-conformities are handled promptly, transparently, and in strict adherence to the City’s policies, California law, and all applicable federal regulations. Protecting the City’s reputation while recovering taxpayer funds is central to our approach.

Dispute Resolution

Our compliance department, guided by the City’s policies, will review all disputes to determine the appropriate course of action. When a dispute is raised, the account will be placed on *immediate hold* to suspend all collection activity pending verification.

- If the City confirms the account should be closed or recalled, Cedars will comply and cease all collections.
- If the City confirms the account is valid, Cedars will issue a written response letter to the responsible party, including supporting documentation provided by the City. At that point, the account will return to the collection floor.

Cedars also documents and addresses *oral disputes*. If an immediate resolution cannot be reached, collection efforts are suspended until the City’s guidance is received. This ensures fairness, compliance, and accuracy in every disputed case.

Complaint Handling



Cedars understands that consumer complaints require careful professional handling to protect the City's image. Guided by our *AI monitoring technology*, we ensure every call and written communication is handled courteously. Our practice of notifying consumers that all calls are recorded has consistently reduced complaints and increased trust.

Upon receipt of a complaint, Cedars will:

1. Document the communication in the account record and immediately suspend all collection activity.
2. Flag the account and transfer it to a unit manager for investigation.
3. Review account history, interview the collector(s) involved, and analyze recorded call(s).
4. Provide the City with a full report of findings, including recordings and recommendations.

Regardless of the outcome, Cedars will communicate promptly to ensure the City is satisfied with the resolution and the consumer has received a fair response.

Compliance and Continuous Improvement

All complaints, disputes, and corrective actions are logged in our *web-based compliance management system*. Our Chief Compliance Officer reviews all cases and outcomes, while our compliance team meets bi-weekly to conduct *root-cause analyses*. This ensures we do not simply "fix" an issue in isolation but improve the entire process to prevent recurrence.

We maintain and improve our compliance system by:

- Identifying non-conformities.
- Implementing long-term solutions based on root cause analyses.
- Tracking the effectiveness of those solutions.

To support this, Cedars uses robust compliance tools, including *Formsite, Teams IT Task Force, ConnectWise, and ClickUp*, for documenting, tracking, and implementing training or policy changes.

Litigation Coordination

If litigation becomes necessary, Cedars will:

- Prepare the case file and supporting documentation.
- Coordinate with the City's designated legal counsel.
- Provide affidavits, demand letters, and testimony as needed.
- Follow the City's direction on whether and how to proceed in each case.

Cedars will *never initiate litigation independently*; all legal action will be taken under the City's authority and oversight.

Documentation and Reporting

All legal actions, disputes, and settlements are fully documented in our *CollectCo®* Client Portal and available to the City in real time. Reports include settlement history, dispute resolution, litigation status, and account outcomes.

This approach guarantees the City of Redlands both *protection of its public reputation* and a transparent, compliant process for managing disputes and complaints.



Agents Assigned to the City

For the City, Cedars will assign *2 full-time government-trained collection agents for every 400 accounts*, supported by supervisory, compliance, and client success staff. We guarantee that your assigned collectors will have two or more years specializing in government collections. This cross-training ensures we can efficiently manage fluctuating work volumes. The agents are part of our *47-member Government Services Division*, ensuring that Redlands's accounts are managed by specialists experienced in municipal receivables. We operate under a centralized model out of Calabasas, California, with remote staff across all U.S. time zones, allowing for staggered consumer outreach and rapid city-staff support.

Oversight will be provided directly by *Patrick Miller, Director of Government Development & Solutions*, with operational leadership from *Justin Franklin, Sr. Director of Operations*.

Cedars' government collections unit is built with scalability in mind. We currently employ *47 agents dedicated specifically to government and municipal accounts*, all of whom are *cross-trained across multiple receivable types* including utilities, code enforcement, business licenses, EMS, miscellaneous municipal receivables, damage claims and other government receivables. This cross-training allows us to reallocate resources quickly and efficiently as client needs change. If the City experiences a sudden increase in placement volume or requires additional dedicated staff, Cedars can *surge staffing up to two to three times baseline within 30 days* by deploying additional cross-trained agents from our government unit and remote workforce. This flexible staffing model guarantees uninterrupted service, consistent compliance, and immediate scalability—ensuring the City always has the right level of experienced, trained professionals to meet its recovery objectives.

Our organizational structure is intentionally designed for municipal and public agency clients, with a fully self-performed model that includes:

- Collection Operations & Skiptracing Team
- Legal Review and Referral (in-house coordination, attorney network ready)
- Compliance and Consumer Complaint Unit
- Client Services and Reporting Team (MIS and performance analytics)
- Onboarding & Implementation Assistance – Client Success Team
- Dedicated Project Manager (Patrick Miller)

Collector Training

Cedars will assign a *dedicated team of collectors, managers, and support staff* who specialize exclusively in the recovery of municipal receivables for government clients. This team brings a unique skill set that includes expert knowledge of *federal, state, and local laws governing collections*, including the FDCPA, FCRA, TCPA, HIPAA, Regulation F, and the California Fair Business Practices Act (GFBPA). Each collector is trained through our *Cedar University program*, which combines classroom instruction, mock call simulations, and monitored live calls to ensure every agent meets the highest standards of compliance and professionalism. Collectors must pass all compliance assessments with a *minimum score of 90%* before working live accounts and complete mandatory *annual re-certification*.

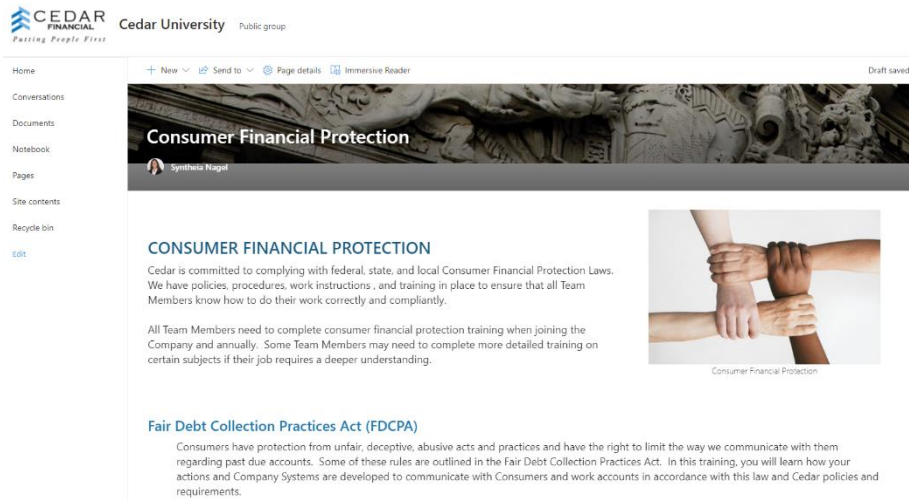
In addition to regulatory knowledge, Cedars' government collectors are highly skilled in *payment plan administration, dispute resolution, settlement documentation, and credit bureau reporting*. This experience allows them to work effectively with consumers and businesses, negotiate sustainable



resolutions, and ensure every account is handled thoroughly in compliance with City policy and all applicable laws. Our team’s training emphasizes respectful, solution-oriented engagement that protects the City’s public image while maximizing recoveries.

To ensure *scalability*, Cedars maintains an additional pool of *cross-trained government collectors* who can be immediately deployed to support the City in the event of placement surges or increased account volumes. This flexibility ensures the City’s accounts are never delayed due to staffing constraints and that the City receives consistent, high-quality service regardless of volume.

Cedar University’s training for new collection agents consists of a two-week classroom curriculum (virtual or in-person) followed by hands-on training sessions. The curriculum covers mastering regulatory requirements (FDCPA, FCRA, TCPA, HIPAA, and Regulation F) and applying City-specific policies and procedures.



Our hands-on training includes practice *mock calls*, which collectors must pass before speaking with actual consumers. Once live, a supervisor monitors calls to verify accuracy, ensure compliance, and provide real-time coaching.

To track progress, Cedars generates *monthly KPI reports* to senior management, measuring assessment scores, courses completed, re-assessment rates, and quality assurance outcomes by individual agent and department. Using this data, remedial training courses are assigned immediately to address any issues, ensuring performance improvement and continuous compliance.

At the heart of our approach is our philosophy of *“Putting People First.”* Cedars trains its agents to provide courteous, compliant, and productive interactions that create a positive consumer experience. We recognize that effective collections are an *extension of excellent customer service*, and we strive to represent the City with professionalism and respect.

To ensure these standards are consistently met, Cedars employs *field-expert training personnel*, with a dedicated trainer in each of our branch offices under the oversight of a corporate training director. Cedar University also produces *monthly reports evaluating trainers, curricula, and compliance outcomes* to continuously improve training delivery and program effectiveness.

And to make certain that we effectively implement these policies and procedures, we employ training personnel who are field experts, comprised of a dedicated trainer in each of our branch offices, overseen by a training director. Finally, Cedar University produces monthly reports that evaluate our trainers and training materials based on these rigorous standards.



In addition, agents must understand the following:

- 1) payment-plan restrictions
- 2) call recording requirements
- 3) account holder verification
- 4) dispute handling
- 5) collection negotiation
- 6) professionalism
- 7) active listening
- 8) keys to a successful call
- 9) basic collection system training

- ✓ *We believe in a training program that has a good mix of classroom training, & self-led training*
- ✓ *Training covers all relevant collection laws and requirements*
- ✓ *Further training covers negotiation and effective communication training*
- ✓ *Our goal for every new hire is to give the agent all the tools and knowledge necessary to be a successful and compliant collection representative*

Upon completion, Cedar University will administer various tests that the student must pass with a minimum score of 90% on core compliance subjects.

Every Cedars' employee must certify annually for all courses in our Cedar University Training. There are a total of 31 specific courses that fall into the following categories:

Regulatory – FDCPA & State Specific statutes, FCRA, TCPA, and Regulation F

Data & Identity Theft Protections – Applications, agent activities, systems & facility access controls, remote access, paper & digital sanitation, malicious software, and proper & improper disclosures of PHI.

Client Specific Training – Many of our government clients, such as CalTrans, require unique and specific training for our collectors and support staff to perform at their optimal levels.

Cedar University Intranet

Our Cedar University Intranet can be an effective tool for employee training by providing a centralized platform for sharing information, resources, and training materials. Here are some ways it assists in employee training:

Centralized Training Resources

Document Repository: Our employees access manuals, guides, video tutorials, and other training materials in one place. This eliminates the need to distribute physical copies or rely on external links. We also provide self-paced Learning via training modules, e-learning courses, and recorded webinars are hosted on our intranet.

Structured Learning Paths

We use Learning Management System (LMS) Integration: Our intranet has an integrate platforms, making it easier to organize and manage courses. Employees can track their progress, complete assessments, and earn certifications.

Skill Development Plans

Our managers create structured learning paths based on job roles, helping employees understand which courses they need to complete for career development and to pass the required annual compliance



training.

Interactive Training

Quizzes and Assessments: Cedar University includes built-in quizzes and assessments to help employees test their knowledge and get instant feedback.

Live Training and Webinars

Live Streaming and Recorded Sessions: Cedar University hosts live and recorded training sessions, webinars, or workshops that our employees join on site or remotely through our secured private network. These sessions are recorded and archived for future reference.

Tracking and Analytics

Progress Monitoring: Managers can monitor employee progress through training modules, see completion rates, test scores, and identify areas where additional support or training may be needed.

Customer Service & Client Engagement

Cedars understands that the City requires more than just a collection agency — you require a partner who is responsive, transparent, and aligned with your goals. If awarded the contract, Cedars will provide *high-touch, proactive client support* designed to protect the City’s reputation, maximize recoveries, and ensure complete visibility throughout the program.

Dedicated Client Success Team

The City will be assigned a *dedicated Client Success Manager (CSM)*, who will serve as your single point of contact for all operational matters. The CSM will coordinate with Cedars’ cross-functional support team, which includes:

- Compliance and Quality Assurance specialists
- IT and systems support staff
- Accounting and remittance personnel
- Director-level oversight for strategic alignment

This structure ensures that the City *receives immediate escalation paths, accountability, and consistent support* from day one.

Ongoing Support & Responsiveness

Cedars guarantees that all City inquiries will be acknowledged and addressed promptly — typically within one business day or less. Our support model includes:

- Direct phone and email access to your CSM
- Scheduled check-ins via Teams or Zoom
- A secure ticketing system for IT and data requests

Backup coverage is always available to ensure the City has uninterrupted support regardless of staff availability or time zone.

Structured Collaboration and Performance Reviews

To ensure ongoing alignment, Cedars will provide the City with structured touchpoints throughout the contract:



- *Monthly Performance Reviews* – Detailed analysis of recovery results, reporting, call audits, and open issues.
- *Quarterly Business Reviews (QBRs)* – Senior management-led sessions to review KPIs, identify service enhancements, and align on future initiatives.
- *Annual Service Audits* – Contract compliance verification, security assessments, and long-term roadmap planning.

Continuous Improvement through Feedback

Cedars actively seeks and integrates client feedback. The City will benefit from:

- Quarterly client satisfaction surveys
- Post-onboarding debriefs to identify early opportunities for improvement
- Benchmarking of results against industry peers and prior vendors

All feedback is reviewed at the executive level and incorporated into Cedars' ongoing training, compliance, and technology enhancements.

Client-Centric Enhancements

Cedars continually evolves our services based on client needs. Recent enhancements delivered for government clients include:

- *Custom dashboards* for real-time recovery and reporting
- *Automated alerts* for returned checks or failed payments
- *AI-assisted call scripting* tailored to agency policies
- *On-demand staff training* for client personnel on portal use, compliance, and account workflows

Client Portal – Account Management

Client Account Management Includes:

- Daily and weekly correspondence as needed with City personnel.
- Customized performance delivered monthly, quarterly, and annually.
- Real-time access to account status, collector notes, and payment activity via our *CollectCo™* Client Portal.
- Ongoing performance reviews, recovery forecasting, and issue resolution.

Problem resolution is escalated directly to the CSM or our Chief Compliance Officer, ensuring any issues are resolved within 24–48 hours.

Secure Web Portal Access for the City

Cedars provides 24/7 access to account-level data through our proprietary *CollectCo™* Client Web Portal, which includes:

- A full listing of assigned accounts with status filters
- Individual account updates including:
 - Current balance
 - Collection activity for the past month
 - Total amount recovered to date
 - Aging since referral
- Secure uploading of batch files and individual accounts
- Two-way messaging with Cedars' team
- Real-time performance dashboards and customizable reports
- Secure download of invoices, call recordings, and remittance statements



- Multi-factor authentication (MFA) and full audit logs of user activity for compliance

CollectCo™ Client Portal: Real-time placement dashboard, audit trail access, automated reports, and secure file exchange. The client portal is thorough and keeps the client informed 24/7.

→ Please click here to view client portal features:
<https://youtu.be/QYn0Bt2apo4>



Client Portal Features:

Call Monitoring - The ability to listen to recorded collection calls. All calls both inbound and outbound to our call center are recorded and stored for 5 years. Using our AI Driven Call Auditing platform, each recorded call and its entire conversation is transcribed into text. We will provide you with the transcripts of any calls you wish. (100% Transparency)

Account Histories - The ability to look up any single account that you have placed with Cedars. Whereas most collection agency access sites for clients only provide summary information and disposition codes; with Cedars you have access to all the history of notes that have been added to an account by a collector of any other support staff in our office. (100% Transparency)

Access to Reports & Files— The dashboard provides a snapshot of your key performance metrics. You will have full access to standard/customized reports, files, and invoices.

Client Dashboard Overview

CHANNEL %	TOTAL NO. OF ACTIVITIES %	ENGAGEMENT %	ATTEMPTS %
Email	100	80	20
Call	100	80	20
SMS	100	80	20



Cedars' web-based Client Dashboard offers real-time visibility and intuitive control over all account placements, recoveries, and communication activities. The portal is designed for operational transparency, data accessibility, and user efficiency.

Key Features Displayed:

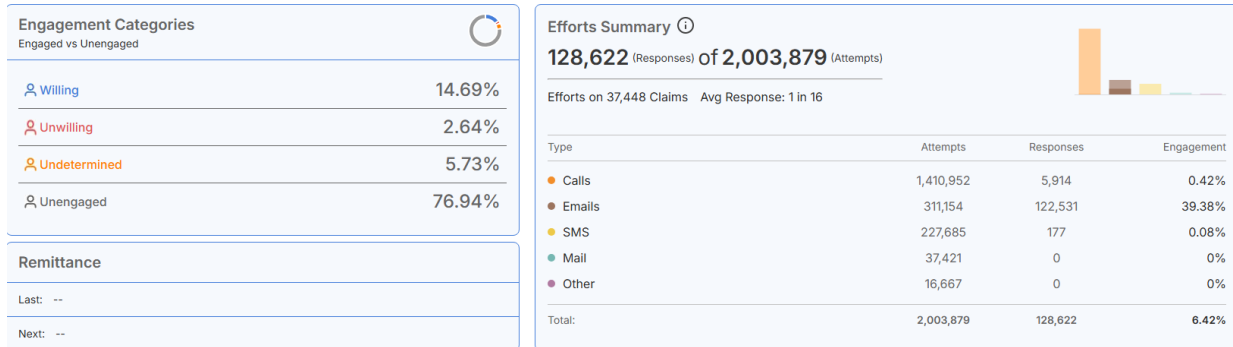
- **Claims Management Overview**
 - *Active Claims* and *Closed Claims* totals, including dollar amounts.
 - *Pre-Collection* and *Suspended Claims* categories for early-stage and temporarily paused accounts.
 - *Amount Recovered* panel detailing financial results broken down by:
 - Paid in Full
 - Partially Paid
 - Settled Claims
 - *Success Rate* visualized by closed claims.
- **Efforts Summary**
 - Clear breakdown of outreach by channel: Email, Call, and SMS.
 - Tracks:
 - Total number of activities
 - Engagement percentage
 - Contact attempts
 - Designed to demonstrate transparency and accountability in debtor outreach.
- **Quick Navigation Tools**
 - Sidebar with links to:
 - Dashboard, Reports, Company Profile
 - Quick Actions including “Add Docs,” “Report Payment,” and “File Closure”
 - User management and Remittance tracking
- **Bottom Action Tiles**
 - One-click access to critical insights:
 - Reports
 - Credit Reporting
 - Success Rate Analysis
 - Comparison Reports for performance benchmarking

Additional Elements:

- *Search and Filter Functions:* Quickly locate specific accounts or activities.
- *User Personalization:* Includes prompts for profile completion and system notifications.
- *Role-Based Access:* Ensures secure, permission-based control over data visibility and actions.



This dashboard provides Cedars’ clients with immediate access to the data and tools needed to monitor collections activities, evaluate performance, and ensure compliance, all within a secure and user-friendly environment.



Additionally, the efforts summary is on the dashboard. However, we do provide individual consumer summary reports to stipulate more detail upon request.

Reports – where you can track all transactions/information

Reporting Offered by Cedars

- *Monthly Status Reports* – Account-level detail for each placement, including current debt value, payments received, charges waived, interest charged, balance due, date of last payment, and a recap of collection efforts.
- *Annual Fiscal Year Reports (through June 30)* – Comprehensive summaries reflecting period-to-date and year-to-date totals for receipts, net accounts receivable, total accounts receivable, and collection percentages.
- *Aging Reports* – Both summary and detailed aging reports, providing a clear picture of account progression over time.
- *Custom Reports* – Settlement, cancellation, closed-account reports, and other ad hoc reports available at the County’s request.

In addition, Cedars’ *CollectCo*® Client Portal will give the County’s Finance staff secure, real-time access to:

- Individual account detail, including collector notes and payment history.
- Performance dashboards and customizable reports, exportable in multiple formats.
- On-demand access to invoices, call recordings, and remittance statements.

Our *Reports Module* supports daily, monthly, quarterly, and annual reporting needs, ensuring compliance with the County’s requirements and providing full transparency throughout the contract. Cedars’ reporting practices are a cornerstone of our commitment to accountability, compliance, and client empowerment.

Additional Reporting Offered by Cedars:

- *Recovery Analysis Report* – Term-based and cumulative, showing total assignments, cancellations, collections, contingency fees, and overall recovery percentage
- *Promise-to-Pay Report* – Tracks arrangements made, broken promises, and follow-up status



- *Direct Payment Reconciliation Report* – Captures payments made directly to the County for accurate remittance and invoicing
- *Dispute Resolution Tracking Log* – Itemizes all consumer disputes and resolutions within the month
- *Performance Dashboard* – Delivered via the [CollectCo](#) portal, showing real-time KPIs, aging, and performance trends
- *Custom Ad Hoc Reports* – Tailored to client's needs.

Below is a list of reports that are available in the client portal – [CollectCo 24/7](#):

Status Reports:

- *All Status Reports*: Displays a comprehensive list of all status reports, regardless of status.
- *Active Status Report*: Shows accounts that are currently open or in progress.
- *Closed Status Report*: Lists all accounts that have been closed and for what reasons.

Transaction Reports:

- *Monthly Report*: Summarizes transactions conducted within a specific month.
- *Yearly Report*: Provides an overview of all transactions for the year.
- *Quarterly Report*: Highlights transaction activity over a three-month period (quarter).

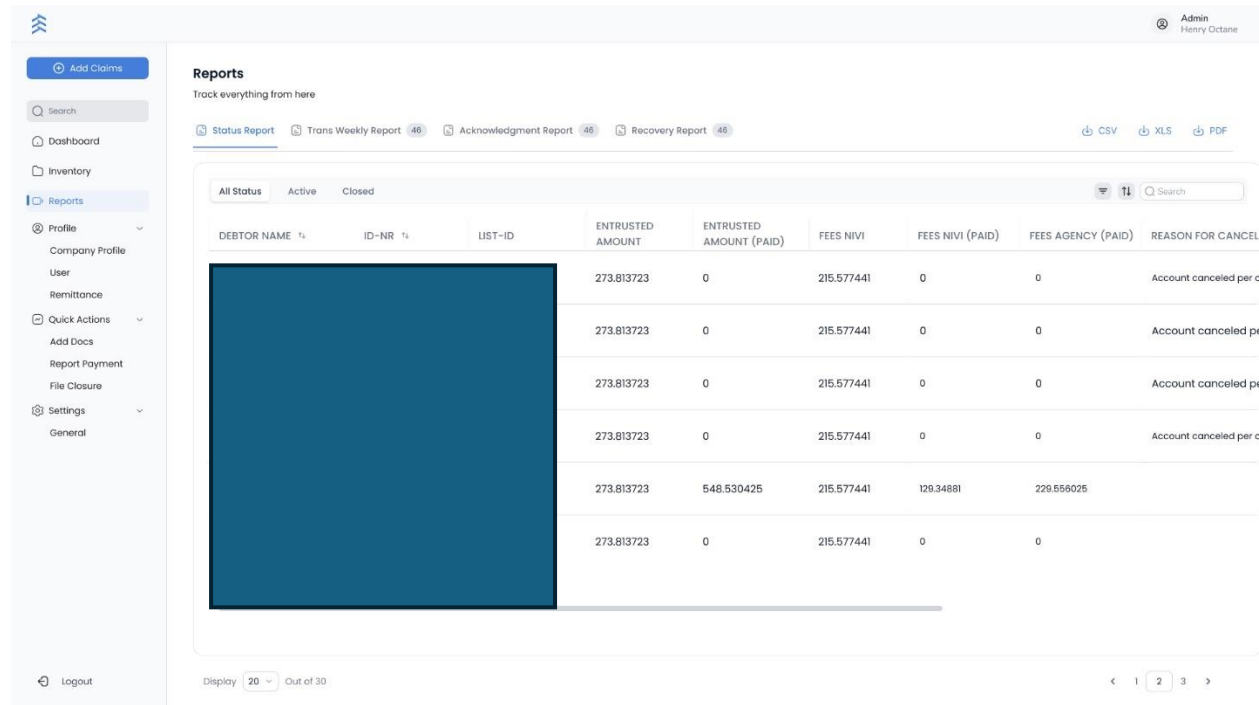
Inventory

- *All Claims*: Displays the full list of claims across all statuses.
- *Active Claims*: Shows claims that are currently being processed.
- *Closed Claims*: Lists claims that have been completed and finalized.
- *Hold Claims*: Displays claims that are temporarily paused or on hold.
- *Settle in Full*: Shows claims that have been fully resolved and paid.
- *Draft*: Contains claims that are saved as drafts and not yet submitted.

All other reports Cedars will cater as a custom request. We are flexible and dependable with report requests.



Reports Tab in Client Portal



This image above displays our *Reports dashboard* within Cedar's secure collections platform. The page, titled *Reports – Track everything from here*, provides the County with access to multiple reporting views including Status Reports, Weekly Transaction Reports, Acknowledgment Reports, and Recovery Reports. Users can filter accounts by status (all, active, or closed) and view detailed claim information such as debtor name, account ID, entrusted amount, payments received, fees, and reasons for cancellation. Reports can be easily exported in CSV, XLS, or PDF formats. The left-hand navigation menu offers quick access to dashboards, inventory, reports, remittance functions, and client service tools such as adding documents, reporting payments, or closing files. This centralized system provides the County with *real-time transparency, customizable reporting, and complete visibility into account activity and recovery outcomes*.

Export, Filtering & Customization Tools

- Export any report to CSV, XLS, or PDF formats instantly
- Use built-in filters and search bars to locate specific accounts or batches by ID, date, or status
- Role-based permissions ensure users only access reports relevant to their authority level

Custom & Ad-Hoc Reporting

Cedars provides custom reports on demand based on client specifications. Whether the County requires:

- A breakdown of account types by payer class
- Reports aligned with grant tracking or CMS audits
- Summary-level executive reports or dispute tracking logs

Cedars will deliver tailored reports promptly with clear formatting, accurate calculations, and audit-ready presentation.



◆ *Client Benefit:* No waiting, no templates to customize—just ask, and Cedars delivers the insights you need.

Cedars’ Reports Tab is more than a static dashboard—it’s a dynamic, customizable toolkit that gives the County full control over data-driven decision-making. With real-time access, flexible exports, and dependable support for ad-hoc requests, Cedars ensures that you’re always equipped with the information you need to manage your receivables confidently and effectively.

CollectCo

+ Add Claims

- Dashboard
- Inventory
- Reports**
- Profile

4049 of 4230 Credits Remaining

+ Buy More Credits

Profile Completion 100%

Update Now

Reports

Status Report Transaction Report Remittance

All Monthly Quarterly Yearly

Find: Filters

Customer Name	Client Acc.	Original Creditor	Type	Payment Date	Posted Date
Saim Test	62233	TEST CLIENT INC	Payment twrd Credit Card fees	11/25/2024	11/25/20
Saim Test	62233	TEST CLIENT INC	Payment by check	11/25/2024	11/25/20
Saim Test	62233	TEST CLIENT INC	Commission Adjustment/Affiliated Agency Fee	11/18/2024	11/18/20
Saim Test	62233	TEST CLIENT INC	Payment by check	11/20/2024	11/20/20
Saim Test	62233	TEST CLIENT INC	Payment by check	11/20/2024	11/20/20
Saim Test	62233	TEST CLIENT INC	Payment by check	12/02/2024	12/02/20
Saim Test	62233	TEST CLIENT INC	Credit Card Payment	12/16/2024	12/16/20
Saim Test	62233	TEST CLIENT INC	Credit Card Payment	01/15/2025	01/15/20
Saim Test	62233	TEST CLIENT INC	Commission Adjustment/Affiliated Agency Fee	01/28/2025	01/28/20
Saim Test	62233	TEST CLIENT INC	Commission Adjustment/Affiliated Agency Fee	01/26/2025	01/26/20

The above showcases the *Transaction Report – Quarterly View* within Cedars’ *CollectCo™* client portal. The report displays a detailed ledger of financial activity for a specific client account over a selected quarter. Each entry logs key information including the consumer’s name, client account number, original account owner, transaction type (e.g., check payment, credit card payment, or commission adjustment), and both the payment date and posted date. Clients can toggle between monthly, quarterly, and yearly views and use the built-in filter and search tools to quickly locate transactions. This level of detail ensures that the County can audit collections activity with ease, track remittance timelines, and maintain financial oversight in alignment with internal and external reporting requirements.



Recovery Report Sample

Reports
Track everything from here

[Status Report](#)
[Trans Weekly Report](#) (46)
 [Acknowledgment Report](#) (46)
 [Recovery Report](#) (46)
 [CSV](#)
[XLS](#)
[PDF](#)

[Monthly](#)
[Quarterly](#)
[Yearly](#)

CLIENT ID	CLIENT NAME	DATA MONTH	AMOUNT TRANSMITTED	AMOUNT COLLECTED	COLLECTION PERCENTAGE	COMMISSION AMOUNT
[REDACTED]	[REDACTED]	Apr-22	\$1,327,159.44	\$442,222.04	33.32%	\$20,001.00
[REDACTED]	[REDACTED]	May-22	\$1,746,299.16	\$538,105.19	30.81%	\$24,268.52
[REDACTED]	[REDACTED]	Jun-22	\$2,283,103.43	\$784,958.24	34.38%	\$36,151.32
[REDACTED]	[REDACTED]	Jul-22	\$1,943,607.81	\$799,420.44	41.13%	\$38,495.30
[REDACTED]	[REDACTED]	Aug-22	\$1,774,245.91	\$640,776.38	36.12%	\$28,381.19
[REDACTED]	[REDACTED]	Sep-22	\$1,102,897.54	\$401,813.63	36.43%	\$18,121.63

Display 20 Out of 30

< 1 2 3 >

This image, above, displays the Recovery Report section of Cedars' *CollectCo™* client portal, highlighting monthly collection performance for a client. The report provides a clear breakdown by data month, showing the amount transmitted, amount collected, collection percentage, and the resulting commission amount earned by Cedars. Users can toggle between monthly, quarterly, and yearly views and export the report in CSV, XLS, or PDF formats. This module enables the County to monitor real-time recovery performance, assess the effectiveness of collections efforts, and reconcile commissions with complete transparency and accuracy.



Closure Reports

The image below displays the Closure Report section of Cedars' *CollectCo™* client portal, which provides clients with a clear, audit-ready record of all accounts that have been finalized. The report includes essential fields such as debtor name, debtor invoice number, Cedar account number, and the principal amount closed. It also specifies the reason for closure (e.g., "Paid in full" or "Settled in full") and the closed date. Clients can toggle between monthly, quarterly, and yearly views and export data in CSV, XLS, or PDF formats for easy reporting and reconciliation. This tool enables the County to track closure activity with precision, monitor the effectiveness of collection efforts, and maintain documentation for compliance or public accountability. The inclusion of searchable filters ensures quick access to specific cases, further enhancing operational efficiency.

DEBTOR NAME	DEBTORS INVOICE NUMBER	CEDAR ACCOUNT NUMBER	PRINCIPAL AMOUNT CLOSED	REASON FOR CLOSURE	CLOSED DATE
[REDACTED]	120135	[REDACTED]	\$16,117.21	Account has been paid in full.	8/1/2023
[REDACTED]	0R113025	[REDACTED]	\$3,058.26	Account has been paid in full.	8/1/2023
[REDACTED]	121387	[REDACTED]	\$40,160.39	Account settled in full.	8/1/2023
[REDACTED]	23002758	[REDACTED]	\$1,536.40	Account has been paid in full.	8/1/2023
[REDACTED]	117554	[REDACTED]	\$8,507.90	Account has been paid in full.	8/2/2023
[REDACTED]	122611	[REDACTED]	\$17,269.14	Account has been paid in full.	8/2/2023

Please see our samples of standard reports on the next page...



Acknowledgement Report – acknowledges accounts received and processed

Placement Acknowledgement 02/15/2022

Cedars Business Services

The following accounts have been entered into our commission collection system. Thank you.

Client Name	Customer Name	Cedars Master Number	Your Account Number	Date Placed	#	Balance Placed
GENERIC CLIENT	DOE, JOHN	9876543	12345678	02/14/2022	1	41.78
GENERIC CLIENT	DOE, JOHN	9876544	12345679	02/14/2022	1	4,126.28
GENERIC CLIENT	DOE, JOHN	9876545	12345680	02/14/2022	1	954.65
GENERIC CLIENT	DOE, JOHN	9876546	12345681	02/14/2022	1	670.42
GENERIC CLIENT	DOE, JOHN	9876547	12345682	02/14/2022	1	113.83
GENERIC CLIENT	DOE, JOHN	9876548	12345683	02/14/2022	1	200.00
GENERIC CLIENT	DOE, JOHN	9876549	12345684	02/14/2022	1	85.36
GENERIC CLIENT	DOE, JOHN	9876550	12345685	02/14/2022	1	80.00
GENERIC CLIENT	DOE, JOHN	9876551	12345686	02/14/2022	1	30.00
GENERIC CLIENT	DOE, JOHN	9876552	12345687	02/14/2022	1	68.68
GENERIC CLIENT	DOE, JOHN	9876553	12345688	02/14/2022	1	899.70
GENERIC CLIENT	DOE, JOHN	9876554	12345689	02/14/2022	1	66.00
GENERIC CLIENT	DOE, JOHN	9876555	12345690	02/14/2022	1	35.00
GENERIC CLIENT	DOE, JOHN	9876556	12345691	02/14/2022	1	200.00
GENERIC CLIENT	DOE, JOHN	9876557	12345692	02/14/2022	1	100.00
GENERIC CLIENT	DOE, JOHN	9876558	12345693	02/14/2022	1	45.70
GENERIC CLIENT	DOE, JOHN	9876559	12345694	02/14/2022	1	50.00
GENERIC CLIENT	DOE, JOHN	9876560	12345695	02/14/2022	1	2,194.45
GENERIC CLIENT	DOE, JOHN	9876561	12345696	02/14/2022	1	180.76
GENERIC CLIENT	DOE, JOHN	9876562	12345697	02/14/2022	1	33.21
GENERIC CLIENT	DOE, JOHN	9876563	12345698	02/14/2022	1	50.00
GENERIC CLIENT	DOE, JOHN	9876564	12345699	02/14/2022	1	41.00
GENERIC CLIENT	DOE, JOHN	9876565	12345700	02/14/2022	1	668.50
GENERIC CLIENT	DOE, JOHN	9876566	12345701	02/14/2022	1	75.00
GENERIC CLIENT	DOE, JOHN	9876567	12345702	02/14/2022	1	25.00
GENERIC CLIENT	DOE, JOHN	9876568	12345703	02/14/2022	1	28.49
GENERIC CLIENT	DOE, JOHN	9876569	12345704	02/14/2022	1	291.00
GENERIC CLIENT	DOE, JOHN	9876570	12345705	02/14/2022	1	278.08
	TOTAL			-	28	11,632.89



Customized Reporting

Utilizing our Business Objects software, we will collaborate with your staff to develop customized reports using our state-of-the-art data mining techniques.

Sample Customized Batch Analysis

BATCH ANALYSIS

CLIENT ID:																
YR-MTH	ACCOUNTS LISTED		ADJUSTMENTS TO LIST		CLIENT RECALLED TO DATE			RETURNED ACCTS TO DATE			PIF SIF	CURRENT COLL		TO DATE COLL		AVG AGE
	#	\$	#	\$	#	\$	%	#	\$	%		\$	%	\$	%	
##-06	1,004	\$580,312	125	\$65,625	0	\$0	0.0%	0	\$0	0.0%	112	\$52,228	9.0%	\$121,866	23.7%	411
##-07	457	\$264,146	189	\$99,225	0	\$0	0.0%	17	\$9,325	3.5%	12	\$29,056	11.0%	\$45,245	27.4%	390
##-08	1,638	\$946,764	3	\$1,575	47	\$19,593	2.6%	14	\$7,675	0.1%	65	\$75,741	8.0%	\$287,126	30.4%	350
##-09	878	\$507,484	0	\$0	10	\$2,338	1.2%	75	\$31,375	0.1%	15	\$91,347	18.0%	\$112,012	22.1%	361
##-10	2,248	\$1,299,344	0	\$0	69	\$77,843	7.6%	45	\$21,625	0.1%	12	\$118,240	9.1%	\$311,882	24.0%	365
##-11	1,985	\$1,147,330	2	\$1,050	32	\$7,134	1.5%	187	\$99,175	9.0%	22	\$117,028	10.2%	\$287,145	25.1%	367
##-12	1,851	\$1,069,878	0	\$0	57	\$34,074	4.0%	189	\$96,225	9.0%	34	\$98,429	9.2%	\$275,698	25.8%	378
20## TOT	10,061	\$3,477,337	319	\$167,475	215	\$140,982	4.1%	527	\$265,400	8.0%	272	\$582,069	16.7%	\$1,440,974	41.4%	369
##-01	2,137	\$1,082,582	15	\$7,875	86	\$38,117	3.5%	18	\$9,550	91.5%	50	\$121,249	11.2%	\$289,451	26.9%	376
##-02	1,607	\$742,704	7	\$2,775	34	\$18,976	2.6%	0	\$0	0.0%	49	\$69,071	9.3%	\$178,895	24.2%	383
##-03	1,703	\$709,770	10	\$6,450	31	\$9,676	1.4%	0	\$0	0.0%	23	\$90,141	12.7%	\$169,871	24.2%	403
##-04	1,539	\$852,254	2	\$1,100	15	\$10,223	1.2%	0	\$0	0.0%	7	\$97,157	11.4%	\$189,541	22.3%	392
20## TOT	6,986	\$3,387,310	34	\$18,200	166	\$76,992	2.3%	18	\$9,550	29.2%	129	\$377,618	11.1%	\$827,758	25.0%	388
TOTAL	13,743	\$6,864,647	353	\$185,675	381	\$217,973	3.2%	545	\$274,950		258	\$959,687	14.0%	\$2,268,732	34.1%	378

CLIENT ID:

Collections by Penetration Type

Collections by Penetration Type

		INBOUND	CONSUMER PORTAL	OUTBOUND	COMMISSIONABLE TO DATE	COLLECTIONS TO DATE
2020	September	\$346,746	\$88,579	\$833,101	\$1,268,426	\$1,992,586
2020	October	\$491,214	\$61,087	\$954,215	\$1,506,516	\$1,793,350
2020	November	\$334,483	\$52,371	\$575,246	\$962,100	\$1,170,494
2020	December	\$484,712	\$66,667	\$870,611	\$1,421,990	\$1,754,946
2021	January	\$387,656	\$40,208	\$708,476	\$1,136,340	\$1,405,391
2021	February	\$281,454	\$24,068	\$667,671	\$973,193	\$1,136,774
2021	March	\$576,869	\$22,441	\$1,223,014	\$1,822,324	\$2,039,626
2021	April	\$757,709	\$19,694	\$1,221,806	\$1,999,209	\$2,243,668
2021	May	\$559,152	\$44,122	\$1,455,917	\$2,059,190	\$2,446,720
2021	June	\$422,895	\$56,013	\$1,281,258	\$1,760,166	\$2,245,645
2021	July	\$366,310	\$46,719	\$818,091	\$1,231,120	\$1,659,812
2021	August	\$110,077	\$12,394	\$214,206	\$336,677	\$449,107
	Sum:	\$5,119,276	\$534,361	\$10,823,612	\$16,477,249	\$20,338,119



Gross Rec. % by Penetration Type

Gross Recovery % by Penetration Type

		INBOUND	CONSUMER PORTAL	OUTBOUND	GROSS RECOVERY	\$ AMOUNT LISTED
2020	September	3.62%	0.98%	14.03%	18.63%	\$10,694,882
2020	October	7.82%	1.00%	19.36%	28.18%	\$6,364,306
2020	November	8.37%	1.36%	18.89%	28.61%	\$4,090,664
2020	December	8.50%	1.19%	19.86%	29.55%	\$5,939,820
2021	January	8.31%	0.93%	19.76%	29.01%	\$4,845,299
2021	February	8.05%	0.75%	22.72%	31.52%	\$3,606,351
2021	March	8.09%	0.33%	19.44%	27.86%	\$7,320,203
2021	April	9.16%	0.25%	16.91%	26.32%	\$8,524,808
2021	May	6.06%	0.54%	18.76%	25.35%	\$9,649,985
2021	June	5.24%	0.72%	20.73%	26.69%	\$8,412,396
2021	July	4.49%	0.58%	13.83%	18.89%	\$8,786,267
2021	August	1.86%	0.21%	4.93%	6.99%	\$6,423,139

Omnichannel Analytics Reporting

In addition to acknowledgments, activity statements, and cancel reports, the County may receive monthly progress, batch, and analysis reports. For example, if you requested an account report based on specific time periods, balances, and credit scores without payment histories, we would compile a list and export them to our SFTP review. Or with our [CollectCo](#). client portal, you may access online reports at your convenience.

Along with our standard reporting package, Cedars has a data analytics team reporting to Justin Franklin, our Sr. Director of Operations. Justin leads our development of data analytics, AI technology, and our omnichannel platform. His staff will implement strategies, account treatments, and reporting. They can customize and automate reports based on an array of data fields.



Sample Monthly Status Report

D22 fx 4305179793

Customer Name	File No	Original Creditor	Account No	Listed Date	Days Past Due	Mode	Closed Date	Owing	Status
				01/14/2025	112	Active		\$139.35	Ongoing Engagement Efforts
				01/14/2025	105	Active		\$537.36	Ongoing Engagement Efforts
				01/14/2025	117	Active		\$358.46	Debt is disputed through consumer portal
				01/14/2025	121	Active		\$216.87	Ongoing Engagement Efforts
				01/14/2025	120	Active		\$440.79	Ongoing Engagement Efforts
				01/14/2025	118	Active		\$172.80	Ongoing Engagement Efforts
				01/14/2025	115	Closed	02/18/2025	\$0.00	Account has been paid in full.
				01/14/2025	133	Active		\$149.80	High Priority Claim
				01/14/2025	131	Active		\$461.74	Verbal dispute by debtor.
				01/14/2025	134	Active		\$535.13	Ongoing Engagement Efforts
				01/14/2025	139	Active		\$139.35	Ongoing Engagement Efforts
				01/14/2025	131	Active		\$1,822.08	Ongoing Engagement Efforts
				01/14/2025	113	Active		\$101.40	Verbal dispute by debtor.
				01/14/2025	102	Active		\$246.14	Ongoing Engagement Efforts
				01/14/2025	138	Active		\$635.99	Ongoing Engagement Efforts
				01/14/2025	124	Active		\$95.33	Ongoing Engagement Efforts

The Monthly Status Report categorizes by consumer name, file number, original creditor, account number, listed date, days past due, active/closed (mode), closed date (if closed), still owing, and overall status (dispute/priority/ongoing etc.). **NOTE:** this is just a sample. Our reports are customizable.

Cedars is very flexible and can comply with any requests that the County may have for what the monthly report contains. We can input a variety of factors in a monthly report to display account number, consumer name, the amount received, the balance due and date of last payment, and the actions taken on the account. **NOTE:** All reports can be downloaded and provided in excel sheet format.

Here is another monthly sample report – this one has been altered (included liquidation column) per the client’s request.

Client Name	Listed Month/Year	Account Listed	Amount Listed	Average Balance	Avg Age	Total Dollars Recovered	Liquidation
Omitted	January-2024	638	\$287,489.31	\$450.61	224	\$49,543.64	17.23%
	March-2024	2289	\$1,486,146.22	\$649.26	224	\$130,908.61	8.81%
	April-2024	509	\$228,883.30	\$449.67	168	\$27,239.69	11.90%
	May-2024	136	\$56,600.97	\$416.18	175	\$3,752.80	6.63%
	June-2024	362	\$948,566.11	\$2,620.35	410	\$30,035.53	3.17%
	July-2024	1	\$147.19	\$147.19	1903		
	August-2024	718	\$641,841.05	\$893.93	239	\$17,163.24	2.67%
	October-2024	801	\$367,713.43	\$459.07	238	\$10,660.39	2.90%

Sample Quarterly Recovery Rate Report

This is a sample recovery report provided to current clients with listed quarters, amount listed, average balance, average age, total dollars recovered and the recovery rate. This can be altered according to the client’s needs. There is an option to acquire a quarterly report in excel format from the Client Portal.

Client Name	Listed Qtr/Year	Account Listed	Amount Listed	Average Balance	Avg Age	Total Dollars Recovered	Liquidation
Omitted	Qtr-1 2024	2927	\$1,773,635.53	\$1,099.87	447	\$180,452.25	10.17%
	Qtr-2 2024	1007	\$1,234,050.38	\$3,486.20	752	\$61,028.02	4.95%
	Qtr-3 2024	719	\$641,988.24	\$1,041.12	2142	\$17,163.24	2.67%
	Qtr-4 2024	1498	\$1,722,649.52	\$3,845.01	865	\$26,992.81	1.57%



D. Firm Information/Organization.

Company History

Cedars is a privately held California-based limited liability company and a certified Small Business Enterprise (SB/Micro), headquartered in Calabasas. Cedars is a wholly owned subsidiary of Cedar Financial, a global leader in accounts receivable management. The company operates under a centralized executive leadership structure supported by specialized department heads in Government Services, Client Success, Compliance, MIS, Accounting, and Collections Operations.

Our organizational structure is led by CEO Amir Erez, with day-to-day public sector operations overseen by Patrick Miller, Director of Government Development & Solutions. Mr. Miller serves as the primary liaison for all municipal clients and brings more than 30 years of government collections experience to the role.

Over the past 36 months, Cedars has maintained a stable leadership structure with no ownership or control changes. No major leadership or structural changes are anticipated within the next 12 months. Cedars has over 34 years of experience delivering compliant, ethical, and high-performance debt recovery services to public entities. We have several current government clients for which we are providing collection services for every debt type listed in this RFP. We currently serve 63 government clients across the United States and maintain active placements exceeding \$242 million, covering utilities, EMS, citations, and miscellaneous accounts receivable portfolios. Our experience aligns directly with the scope and scale of services sought by the City of Redlands.

Organizational Chart



Agency Overview

- **Legal Name & Business Structure:** Cedars Business Services, LLC – a Limited Liability Company (LLC)
- **Parent Company:** Cedar Holdings International Inc. (dba Cedar Financial)
- **Years in Business:** Over 30 years – Established in 1991
- **Years Providing Debt Collection Services:** 34 years specializing in public-sector collections



Areas of Expertise

Cedars is structured under a centralized management framework with specialized divisions designed to meet the operational, compliance, and reporting needs of local governments like the City of Redlands.

- *Government & Utilities Collections Division* – Dedicated to recovering delinquent accounts for water, sewer, sanitation, EMS, and other municipal services, with deep experience in utility billing environments similar to the City.
- *Client Success & Account Management* – Oversees onboarding, ongoing communication, and performance reporting, ensuring transparency and responsiveness throughout the partnership.
- *Compliance & Quality Assurance* – Maintains strict adherence to FDCPA, FCRA, GLBA, HIPAA, Reg F, and all applicable federal and California state regulations.
- *Operations & Technology* – Manages omnichannel outreach systems, secure data integration, and analytics to optimize collection outcomes and maintain accurate records.
- *Accounting & Remittance Services* – Handles payment processing, reconciliation, and financial reporting in accordance with municipal finance standards.
- *All services are self-performed*—Cedars does not subcontract any portion of its collection activities. This ensures the City of Redlands has a single, accountable partner for all operational, compliance, and financial matters, with full control over service quality and data integrity.

Type of Accounts We Collect

Cedars specializes in recovering a wide range of receivables that directly align with the needs of the City:

- **Government Receivables** – Municipal fines, fees, and miscellaneous public-sector debts.
- **Utility Accounts** – Water, sewer, sanitation, and gas services, which are core to Redlands’s operations.
- **Healthcare (EMS) Accounts** – Emergency medical services and ambulance billing.
- **Retail Accounts** – Consumer-facing receivables, including utility billing and service charges.
- **Commercial Accounts** – Business-related debts, including licensing and service fees.
- **Banking and Finance Accounts** – Specialized recovery for financial institutions and municipal finance departments.
- **Education Accounts** – Tuition, fees, and student-related receivables for public institutions.
- **Property Management Accounts** – Damage claims, code enforcement, and rental-related municipal receivables.

Cedars’ extensive experience with utility billing environments and public-sector collections ensures we are well-equipped to support Redlands’s goals of minimizing delinquent accounts while maintaining transparency and community trust.

Years in Business

Cedars brings over 34 years of continuous, proven experience delivering third-party debt collection services. Since 1991, we have specialized in government, education, and commercial receivables recovery across all 50 states and internationally, making us uniquely equipped to handle the scope of services requested by the City of Redlands.

Cedars was established to meet the growing demand for professional, compliant, and technology-driven public-sector collection services in the United States. Over the last three decades, the company has evolved from a regional firm into a national service provider supporting municipal utilities, water



districts, counties, and state agencies in recovering delinquent receivables while upholding the highest standards of transparency, consumer protection, and data security.

Cedars' long-standing corporate identity and leadership continuity have provided stability, regulatory consistency, and deep institutional knowledge of the government and utility sectors. Our President and CEO, Amir Erez, founded Cedar Financial in 1991 and continues to lead both organizations, ensuring alignment of global best practices with the specialized compliance requirements of U.S. municipal clients.

We hold collection licenses in all U.S. states that require them. Cedars' growth has been driven by innovation in technology, strict adherence to state and federal regulations, and commitment to client satisfaction and community trust. Guided by our "People First" philosophy, Cedars approaches every interaction with empathy, professionalism, and transparency—treating consumers with respect while helping our government partners recover revenue ethically and efficiently.

Total Number of Staff

- 211 employees, including:
 - 44 support staff
 - 120+ professional collection agents (with half working remotely across U.S. time zones)
 - 47 agents specializing in government collections
 - One-third of collectors are cross-trained in multiple industries to allow flexible staffing and surge support

Office Location & Information

We are headquartered at:

5230 Las Virgenes Road, Suite 210, Calabasas, CA 91302

We have additional remote collection agents across multiple U.S. time zones.

Hours of Operation & Availability

Cedars operates in all United States' time zones.

Our main office hours are Monday – Friday: 7 AM – 6 PM Pacific Time (PST)

Additionally, we have *national coverage*: We employ collection agents across multiple time zones, including *Eastern Standard Time (EST)* for extended service hours.

Insurance Requirements

Cedars maintains all insurance required by the City of Redlands, including:

- *Comprehensive Commercial General Liability*: \$1,000,000 per occurrence / \$2,000,000 aggregate.
- *Commercial Automobile Liability*: \$1,000,000 combined single limit.
- *Workers' Compensation and Employer's Liability*: Statutory compliance.
- *Professional Liability Insurance*: \$1,000,000 per claim / \$2,000,000 aggregate.
- *Cyber Liability Insurance*: \$2,000,000 per occurrence and \$2,000,000 aggregate, covering breach response, regulatory fines, credit monitoring, and business continuity protections.



Memberships & Industry Affiliations

Cedars is an active member of several leading professional organizations within the receivables management and financial services industry. These memberships reflect our *commitment to ethical practices, regulatory compliance, and continuous improvement*—values that align directly with the expectations of the *City* and its consumers.

- *ACA International (The Association of Credit and Collection Professionals)*
Cedars has been a long-standing member of ACA International, which sets the professional and ethical standards for the U.S. collections industry. Through ACA, our staff receive ongoing education, certification, and access to regulatory updates that ensure our operations remain fully compliant with the *FDCPA, Reg F, and state-level regulations*.
- *Receivables Management Association International (RMAI)*
As an active member of RMAI, Cedars upholds the *Receivables Management Certification Program (RMCP)* standards, which cover data security, consumer protection, and regulatory compliance. This membership demonstrates Cedars' commitment to *transparency, integrity, and responsible account management* when handling government and municipal receivables.
- *RMAI Certified Business Designation*
Cedars' compliance and operations leadership are certified through the RMAI certification framework—ensuring all collection, data handling, and consumer interaction practices adhere to *the highest standards of professional conduct and data protection*.

Commitment to Professionalism and Public Trust

Through these memberships and certifications, Cedars remains actively connected to the industry's leading compliance, technology, and legal networks. This engagement allows us to anticipate regulatory changes, implement best practices quickly, and continuously improve the service experience for our *government partners and the consumers they serve*.

Our affiliations reflect more than compliance—they demonstrate Cedars' *dedication to accountability, transparency, and the ethical recovery of public funds* on behalf of the *City*.

City Project Manager

Cedars designates Patrick Miller, Director of Government Development & Solutions, as the Account Manager and primary point of contact for the *City*. Patrick will oversee all day-to-day operations, manage implementation and service delivery, and serve as the *City's* direct liaison for inquiries, performance reviews, and contract coordination. With over 30 years of experience in public-sector collections and client advocacy, Patrick brings the leadership, responsiveness, and subject matter expertise necessary to ensure a successful partnership. Cedars will also assign a dedicated Client Success Manager to provide daily support, monitor account performance, coordinate reporting, and ensure that all service areas operate smoothly and in full compliance with *City* expectations.

Experience with Similar Municipal & Utility Clients

Cedars has extensive experience providing third-party collection services for *municipal and utility clients* whose operations, service populations, and public accountability requirements closely mirror those of the *City of Redlands*. Our programs are designed to maximize recoveries, maintain full transparency, and protect public trust, while upholding the *City's* commitment to fair, respectful customer service.



Cedars' collection strategies combine *advanced analytics, trained government specialists, and compliant multi-channel outreach* to recover revenue efficiently without sacrificing consumer goodwill. We work hand-in-hand with city and county utilities to tailor our approach to their ordinances, billing cycles, and customer communication preferences.

Cedars' government collections unit is built with scalability in mind. We currently employ *47 agents dedicated specifically to government and municipal accounts*, all of whom are *cross-trained across multiple receivable types* including utilities, code enforcement, business licenses, EMS, ambulance, miscellaneous municipal receivables, damage claims and other government receivables. This cross-training allows us to reallocate resources quickly and efficiently as clients need change. If the City experiences a sudden increase in placement volume or requires additional dedicated staff, Cedars can *surge staffing up to two to three times baseline within 30 days* by deploying additional cross-trained agents from our government unit and remote workforce. This flexible staffing model guarantees uninterrupted service, consistent compliance, and immediate scalability—ensuring the City always has the right level of experienced, trained professionals to meet its recovery objectives.

Our collection systems are fully contained in our secure systems environment, and remote employees access through a secure VPN that has a three-step login process that includes two-step authentication. Our supervisors and managers maintain constant real-time oversight of all employees through a dashboard at their desk. The dashboard gives them real-time information on all activities, live calls, dialing, call-work time, when they are logged in or off, etc. All calls are monitored 100% of the time with AI technology. Our AI platform notifies a supervisor if any call is escalating and can even tell if it is the collector or the consumer that is escalating on the call. Supervisors have three modes of listening or participating in live calls. Listen Only Mode, Whisper Mode (this mode allows the supervisor to coach the collector during the call without the consumer hearing the supervisor), and Interrupt Mode (allows the supervisor to join the call and make it a three-way conversation).

Comparable Government & Utility Programs

California Department of Transportation (CalTrans)

Cedars administers Caltrans' statewide damage-recovery program, a high-volume public portfolio involving claim validation, coordination with multiple districts, and rigorous reporting. This engagement demonstrates Cedars' ability to manage complex government receivables under strict compliance and auditing standards while achieving strong recovery results.

Contra Costa County – Animal Services Division

Cedars provides collection services for animal control citations, code enforcement penalties, and civil administrative fees. Our approach combines omnichannel outreach, skip tracing, and real-time reporting through *CollectCo™*, ensuring transparency and compliance while maintaining positive community relations.

California Department of Resources Recycling and Recovery (CalRecycle)

Cedars supports CalRecycle with recovery of unpaid environmental and recycling fees from municipalities and commercial operators. Leveraging predictive analytics and performance monitoring, Cedars improved recoveries and reduced account aging, demonstrating our capacity to manage regulatory receivables efficiently and responsibly.



California Board of Barbering and Cosmetology

Cedars provides third-party collections for regulatory receivables, ensuring compliance with state laws and consumer protection standards. Our People-First approach and advanced technology tools enable respectful engagement and measurable results for this statewide program.

California Public Employee Retirement System (CalPERS)

Cedars manages retirement-related receivables for CalPERS, providing *third-party collections, skip tracing, and litigation support*. This engagement reflects Cedars' ability to handle sensitive accounts requiring advanced compliance oversight and legal coordination.

Client Satisfaction & Check-ins

Cedars defines client satisfaction as the consistent delivery of measurable results, transparent communication, and responsive support that exceeds our clients' expectations. We maintain a dedicated Client Success team that provides proactive account management, customized reporting, and routine performance reviews. Satisfaction is measured through client surveys, recovery performance benchmarks, complaint resolution metrics, and retention rates, many of our public sector clients have renewed contracts with Cedars for over a decade. Our approach emphasizes partnership, not just performance, with a focus on continuous improvement, adaptability to client needs, and maintaining the highest levels of trust, compliance, and responsiveness

Through regular performance reviews, customized reporting, and open feedback loops, we continually refine our service delivery to meet City expectations. Our client success team will discuss the state of the contract and steps to maximize productivity and service with City representatives. Cedars is proactive and believes that long-term success is built not just on recovery rates, but on ongoing partnership, transparency, and a relentless focus on improvement.

Cedars' infrastructure ensures the City can manage and monitor accounts in real time, trust the integrity of funds and data, and meet compliance mandates with confidence. Our digital-first model is designed to maximize recovery while upholding the highest standards of accessibility, accuracy, and transparency.

Our expertise spans government, education, and commercial sectors, with a strong emphasis on compliance, data security, and ethical recovery practices. Cedars holds active collection licenses in California and maintains strict adherence to FDCPA, Reg F, and California-specific statutes. Our experience with other southeastern clients ensures familiarity with local expectations, billing environments, and community engagement standards.

Government Experience Overview

Cedars currently serves more than *63 government clients*—including cities, counties, and state agencies—across *utilities, and other government receivables*.

Our recovery rates range from 4% to 49%, and our average government client recovery rate is 21%. These ranges depend on certain specifications such as the age of accounts; the portfolio demographics; whether the accounts were previously listed with another agency (e.g., second placements); and the like.

In the past two years, our public-sector team has managed:



- 382,500 accounts placed for collection
- \$497 million in total receivables
- Average balance: \$1,300 per account
- Average recovery: 21%
- Recovery range: 4%–49%, depending on portfolio type and client policies

Our \$191 million in active government and utility placements demonstrates both scale and stability in the public sector. Key drivers of our success include:

- *Data-driven collection strategies* and intelligent account scoring
- *Advanced analytics and dashboards* for performance monitoring
- *Omnichannel outreach* (calls, letters, email, SMS, and online payment portals)
- *Dedicated government collections staff* trained through Cedar University on FDCPA, FCRA, HIPAA, and Reg F
- *Strict adherence to SOC 2 Type II and PCI-DSS Level 1* data-security frameworks

Representative Public-Sector Clients

- City of Riverside, CA
- City of Henderson, NV
- Dawson County, GA
- California Department of Transportation (Caltrans)
- Contra Costa County, CA
- San Bernardino County Fire District (12 fire districts)
- Alachua County, FL
- San Benito County, CA
- California Department of Resources Recycling & Recovery (CalRecycle)
- California Department of Corrections & Rehabilitation (CDCR)
- California Department of Conservation – CalGEM
- California Department of Insurance (CDOI)
- California Department of Consumer Affairs (DCA)
- CalPERS (Public Employee Retirement System)

Proven Results for the City

Cedars' success across comparable government and utility clients demonstrates our ability to:

- Recover *substantial public revenue* while maintaining public confidence
- Operate with *full transparency* and real-time access to data
- Align with *local and state compliance requirements*, including California statutes
- Provide *respectful, community-first communication* to preserve positive resident relationships

Cedars is confident that the City can expect measurable improvements in revenue recovery, streamlined operations, and consistent, professional service aligned with the City's standards of integrity and accountability.

Cedars Vs Industry Standards 2019 – 2024

Five-Year Collection Activity Trends and Industry Benchmark Comparison



Public & Private Utility Receivables / Cedar vs. Industry Standards

Year	Placements	Collected	Cedars Liquidation Rate	Industry Standard
2019	\$46,570,000	\$4,657,000	10%	11%
2020	\$35,300,000	\$4,942,000	14%	7%
2021	\$35,440,000	\$5,316,000	15%	10%
2022	\$26,810,000	\$5,630,100	21%	7%
2023	\$48,890,000	\$5,377,900	11%	11%
2024	\$59,440,000	\$7,132,800	12%	11%

Our multi-year performance across public and private utilities consistently matches or exceeds national averages, with standout years (2020–2022) showing nearly *double the industry liquidation rate* due to early intervention and technology-driven outreach.

Government Receivables / Cedar vs. Industry Standards

Year	Placements	Collected	Cedars Liquidation Rate	Industry Standard
2019	\$10,700,000	\$2,782,000	26%	11%
2020	\$16,580,000	\$5,139,800	31%	11%
2021	\$12,330,000	\$2,896,800	23%	11%
2022	\$14,580,000	\$3,888,600	27%	10%
2023	\$24,380,000	\$6,108,800	25%	10%
2024	\$24,650,000	\$7,169,500	29%	9%

We have consistently *outperformed industry norms* in the government receivables sector, achieving liquidation rates between 23%–31%, nearly *three times higher* than the national public-sector average. This performance reflects Cedars’ government specialization, staff training, and results-driven collection methodology.

Client Reviews & Performance Feedback

Cedars has built a long-standing reputation for *ethical practices, transparent reporting, and high client satisfaction* across local governments, utilities, healthcare systems, and educational institutions nationwide. Our success is reflected not only in measurable recovery results but also in the *trust and loyalty of our clients*.

- Consistently Rated 4.8/5.0 for Client Satisfaction**
Based on post-implementation surveys and contract renewal reviews, 96% of Cedars’ government clients rate our performance as “*Excellent*” or “*Above Expectations*” in areas of responsiveness, communication, compliance, and collection results.
- High Retention & Renewal Rate**
Over 95% of our *municipal and county clients* renew their agreements with Cedars after the initial term—demonstrating strong confidence in our ability to deliver results while protecting public reputation.
- Public & Professional Recognition**
Cedars holds active membership with the *Receivables Management Association International*



(RMAI) and ACA International, upholding the highest ethical and operational standards in the industry.

- *Complaint Resolution & Compliance Monitoring*
Cedars has maintained an exceptionally low complaint ratio, well below 0.02% of accounts serviced annually, thanks to our real-time quality monitoring, AI call audits, and a dedicated Compliance Department that proactively addresses any issue within 24 hours.

Client Testimonials

“We have placed large and difficult-to-collect EMS accounts with Cedars. They serve us with excellence and transparency, and their performance has exceeded our expectations.”

— Steve Macy, Vice President, Shoreline Entertainment

“If you are seeking a high-performance collection Cedars that listens and responds to client needs effectively, I recommend Cedars Business Services.”

— Tatyana Bychkov, Contract Manager, California Department of Transportation (CalTrans)

“Cedars has consistently delivered professional, respectful collection services that align with our public-facing mission. Their staff is responsive, and the results speak for themselves.”

— Alma Franco, Customer Service & Collections Manager, City of Riverside (RPU)

“We highly recommend Cedar Financial for any government client needing effective collection services.”

— Daniele Doninelli, CEO, Smartprise

For consumers, our *“Putting People First”* philosophy guides every interaction—we treat each individual with dignity, empathy, and professionalism. Our agents are specially trained to navigate sensitive EMS-related financial discussions, resolve disputes respectfully, and offer flexible payment plans. This dual focus on transparency, responsiveness, and compassion results in higher recovery rates, reduced complaint volume, and sustained trust from both government partners and the communities they serve.

Consumer Testimonials

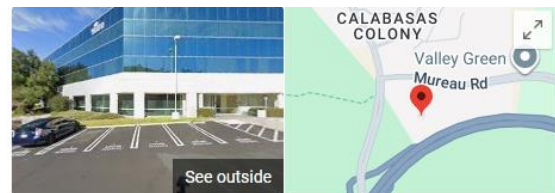
These testimonials are derived from online reviews, internal feedback surveys, and third-party platforms like Google Reviews and BBB, where Cedars maintains a high consumer satisfaction rating.

“I was really nervous when I got a collections notice, but the representative was so understanding and helped me set up a payment plan that worked for my situation. I didn’t feel judged—just helped.”

— Anna L., Los Angeles, CA

“They explained everything clearly and even helped me verify that my insurance should’ve covered the bill. They gave me time to follow up with the hospital without pressuring me to pay right away.”

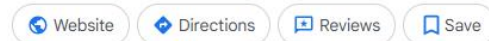
— Jordan M., Riverside, CA



Cedars Business Services, LLC

4.5 ★★★★★ 520 Google reviews

Debt collection agency in Calabasas, California





“I’ve dealt with collectors before, but Cedars was different. They were patient, kind, and even offered to waive some fees when I showed I was in financial hardship. I really appreciated that.”

— *Maria G., Honolulu, HI*

“They treated me like a person, not just a debt. That made a huge difference when I was recovering from a medical emergency.”

— *Thomas E., Sacramento, CA*

“I called to dispute a charge and expected the worst. Instead, the agent calmly walked me through everything and followed up the next day with documentation. It was professional and respectful.”

— *Nina D., Atlanta, GA*

E. Staffing.

City’s Primary Contact Information

Cedars designates Patrick Miller, Director of Government Development & Solutions, as the Account Manager and primary point of contact for the City. Patrick will oversee all day-to-day operations, manage implementation and service delivery, and serve as the City’s direct liaison for inquiries, performance reviews, and contract coordination. With over 30 years of experience in public-sector collections and client advocacy, Patrick brings the leadership, responsiveness, and subject matter expertise necessary to ensure a successful partnership.

- *Main Contact:* Patrick Miller
- *Title:* Director of Government Development & Solutions
- *Email:* pmiller@cedarfinancial.com
- *Phone:* (757) 560-5801

Key Personnel Assigned to the City

Cedars will assign a highly experienced team to administer and support Redlands’s account. Each team member brings deep expertise in public-sector revenue recovery, including fire City receivables such as inspection fees, false alarm penalties, hazardous materials response charges, and property damage claims. Upon contract execution, Cedars will meet with City staff to establish shared goals, review the scope of services, and align on expectations for performance and communication. These meetings will ensure that all collection activities reflect the City’s policies and uphold its public reputation. Additionally, Cedars will participate in annual or as-needed meetings with the City to evaluate service effectiveness, address any concerns, and collaborate on strategies to further reduce outstanding debt.

Each team member listed below has extensive experience in government collections.

Patrick Miller – Director of Government Development & Solutions

- *Role:* Primary contract relationship manager, overseeing project alignment and client interactions. Ensures project execution and compliance.
- *Experience:* Over 20 years in collections and operations management, specializing in government sector collections.
 - Designed unique collections and delinquency reduction programs for Fortune 500 firms.



- Senior management role with two national collection agencies to develop and execute strategic growth plans.
- Conceptualized and developed client liaison and customer retention teams that led to a 60% increase in client retention.
- Consulting and operations management for critical call center development clients, including the Los Angeles Times, JDR Recovery, American Express, First North American National Bank, UVA Medical Center, Sears, Cox Auto Trader, and the California Department of Revenue.
- Member of Health Care Financial Management Association (HFMA) & The Association of Credit and Collection (ACA).
- *Accomplishments:* Recipient of two HFMA Yerger Awards for Leadership Excellence and Innovation.
 - Served 5 years on Board of the VA/DC Healthcare Financial Management Association.
 - Member of FTA and the Southeastern Association of Tax Administrators (SEATA). Five years' service on the SEATA Industry Council.
 - Membership and Advisory Board Seat for Democratic Municipal Officials organization (DMO).
 - Patrick has recently been recognized by the Marquis Who's Who Publication Board. His listing in the Who's Who Publication will be publicized both online and in their printed directory this January of 2025.
- *Education:* Mt. San Antonio College – dual major: Business Management & Business Research.
- *Municipal Clients Served:* Patrick implements and manages multiple government clients including California Department of Transportation (CalTrans), City of Riverside Public Utilities, Contra Costa County, San Bernardino County Fire District, City of Henderson (NV), Alachua County (FL).
- *Availability/Commitment:* On hand at all times to ensure seamless operations; he is committed to providing support whenever required. Available for virtual and on-site meetings as needed.

Stacey Leigh – Director of Client Success

- *Role:* Oversees client relationships, onboarding, and project implementation, ensuring high service quality and strategic alignment. She proactively addresses client needs, resolves challenges, and develops strategies to maximize revenue and enhance the overall client experience.
- *Experience:* 6.5 years in Collection Client Success. 15+ years in Business Administrative experience and leadership.
- *Education:* Bachelor's degree in business administration, management and operations.
- *Municipal Clients Served:* Responsible for implementation and support for multiple California Districts and county clients. Stacey checks in with all our government clients regularly and is consistently available for support.
- *Availability/Commitment:* Available for virtual and on-site meetings. Stacey is ready and available whenever the client requires assistance.

Operations & Compliance Team

Justin Franklin – Sr Director of Operations

- *Role:* Leads the development of customized collection workflows, omnichannel strategies, and data-driven performance tracking.
- *Experience:* 15+ years in debt collection strategy, including litigation processes and compliance oversight.



- **Accomplishments:** ACA Management Certification
 - Blueshift Academy – Email Deliverability Certification
- **Education:** Bachelor’s degree in business administration.
- **Municipal Clients Served:** City of Riverside (CA), Alachua County (FL), Caltrans (California Department of Transportation). Justin plays a huge role in all our Government contracts. He customizes the collection process to each client’s needs.
- **Availability/Commitment:** Available on demand to meet project needs.

Syntheia Nagel – Chief Compliance Officer

- **Role:** Ensures compliance with federal, state, and local regulations, oversees staff training, and audits collection activities.
- **Experience:** 15+ years in compliance and regulatory oversight for debt collection.
 - 20+ years in Human Resource and Business Administration experience.
- **Accomplishments:** Credit and Collections Compliance Officer Certification
 - Membership – ACA International and California Association of Collectors
- **Education:** MBA, Augusta State University
 - Bachelor of Science, Business Administration and Management – University of Phoenix
- **Municipal Clients Served:** Works directly with oversight teams for CalTrans, City of Riverside, and Contra Costa County to ensure all compliance standards are met. She ensures compliance and works with all government client specifications to meet compliance requirements.
- **Availability/Commitment:** Available on demand to meet project needs.

Frank Tirre – Collections Training Manager

- **Role:** Develops customized training programs for collectors, ensuring compliance with City debt collection policies and best practices.
- **Experience:** 16+ years of experience working in the Debt Collection industry.
- **Accomplishments:** ACA International Membership
 - Professional Collection Specialist Certification
 - Collection Trainer Specialist Certification
- **Municipal Clients Served:** Developed specialized training for cities and counties like Riverside Public Utilities and San Bernardino County Fire District.
- **Availability/Commitment:** Dedicates extensive time to training during implementation, transitioning to weekly coaching post-launch.

Accounting & Financial Oversight

Rachel Moaddab – Accounting Manager

- **Role:** Manages financial reporting, remittances, and compliance with revenue recovery requirements.
- **Experience:** 10+ years of experience in the Administrative/Accounting role within Collections.
- **Education:** University of Phoenix – AA in Accounting and Finance.
- **Municipal Clients Served:** Leads remittance and audit preparation for City, county and state entities like City of Riverside, Contra Costa County, and CalRecycle.
- **Availability/Commitment:** 10 hours per week during implementation, transitioning to daily monitoring and month-end reconciliation.

With this highly experienced team, Cedars is fully prepared to support the City’s debt collection efforts with expert leadership, compliance adherence, and data-driven recovery strategies.



Overall Supervision

All City accounts will be worked by a dedicated team of professional collectors under Patrick Miller's direct management. Justin Franklin will oversee day-to-day operations, ensuring compliance with all regulations and achievement of performance benchmarks. Supervisors will maintain real-time monitoring of all calls and account activity through Cedars' AI-powered oversight tools. Compliance review is continuous, with 100% call monitoring and quarterly performance evaluations conducted by the Compliance and Client Success teams.

This management structure ensures that the City receives a directly accountable, highly supervised, and fully compliant collection program built upon decades of experience supporting California municipalities, cities, counties, and districts.

Please see the following page for Client References...



F. References.

California Department of Transportation (CalTrans)

- *Primary Contact:* Tatyana Bychkov, Associate Accounting Analyst / Contract Manager
- *Email / Phone:* tatyana.bychkov@dot.ca.gov | (279) 234-2825
- *Services Provided:* Property damage receivables, skip tracing, dispute resolution, and litigation coordination.
- *Dates of Service:* April 2022 – Present
- *Recovery Rate:* 41.5% for 12,220 files with \$63,330,000 in total placements.

Contra Costa County – Animal Services Division

- *Primary Contact:* Stacey Frost, Clerical Supervisor
- *Email / Phone:* stacey.frost@asd.cccounty.us | (925) 608-8415
- *Services Provided:* Collection of animal control citations, code enforcement penalties, and civil administrative fees.
- *Dates of Service:* June 2022 – Present
- *Recovery Rate:* 9.7% for 2,658 files with \$687,000 in total placements.

California Department of Resources Recycling and Recovery (CalRecycle)

- *Primary Contact:* Dipti Patel, Accounts Receivable
- *Email / Phone:* diptiben.patel@calrecycle.ca.gov/
- *Services Provided:* Regulatory receivables collections, including oil recycling fees, hazardous waste assessments, and other environmental penalties. Services include skip tracing, dispute resolution, credit bureau reporting, and customized performance reporting.
- *Dates of Service:* June 2022 – Present
- *Recovery Rate:* 11.95% for 1,320 files with \$19,898,000 in total placements

California Board of Barbering and Cosmetology

- *Primary Contact,* Elizabeth Harrison Program Technician II, Enforcement
- *Email/Phone:* Elizabeth.Harrison@dca.ca.gov | (279) 226-4602
- *Services Provided:* Third-party collections for regulatory receivables
- *Dates of Service:* October 2024 – Present
- *Recovery Rate:* 9.14% for 1,660 files with \$1,890,000 in total placements.

California Public Employee Retirement System (CalPERS)

- *Contact:* Sharon Hobbs, Division Chief
- *Email / Phone:* Sharon.Hobbs@calpers.ca.gov | (916) 795-1318
- *Services Provided:* Third-party collections for retirement-related receivables, plus skip tracing and litigation support
- *Dates of Service:* March 2025 – Present
- *Recovery Rate:* 5.35% for 489 files with \$14,560,000 in total placements.



G. FEE/COST PROPOSAL.

A fee proposal should be submitted indicating the term of three (3) years with the option to extend the initial term of the agreement by two (2) additional one-year terms, on the same terms and conditions. It should also include the fee structure for the applicable services, including any applicable minimums, additions or penalties. Cost proposals must be submitted via separate sealed envelope and apart from the vendor's actual project proposal. Cost proposals that are not received in a separate sealed envelope WILL cause the vendor's entire proposal to be disqualified.

Cedars proposes a *contingency-based fee of 19.5%* on all amounts successfully collected on behalf of the City of Redlands. This performance-based structure ensures that the City incurs *no upfront or out-of-pocket costs*—our compensation is earned only when recoveries are made. *No collection = no fee.*

Why This Model Benefits the City

- Aligns Cedars' success directly with the City's recovery goals.
- Eliminates financial risk and guarantees payment only for measurable results.
- Provides full-service collections without additional administrative burden.

Scope of Services Included in the Rate

- Complete account management from validation through payment processing.
- Access to *CollectCo® Client Portal* with 24/7 reporting and real-time performance dashboards.
- AI-driven call auditing and compliance monitoring on 100% of live calls.
- Secure payment processing under *PCI-DSS Level 1 and SOC 2 Type II* certification.
- Advanced skip tracing, data validation, and multi-channel outreach (letters, calls, email, SMS where permitted).
- Administrative support, account reconciliation, and monthly remittance reporting at no additional charge.

Competitive Advantage

Cedars delivers *industry-leading compliance, advanced technology, and proven municipal expertise* at a *lower contingency rate of 19.5% compared to the City's current 21%*. This reduction translates into direct savings for the City without compromising quality or transparency. These savings align with the City's evaluation criteria for *best long-range economic value*.

Additional Value-Added Services (Included at No Extra Cost)

1. *Utility Billing System Integration (API-Ready)*
Secure API or SFTP integration with the City's billing system to streamline placements and updates.
2. *Customer Hardship & Assistance Referral*
Compassionate outreach with referrals to City assistance programs when applicable.
3. *Community Reporting & Analytics*
Quarterly dashboards summarizing recovery by ZIP code, account type, and aging trends.
4. *Disaster Recovery & Business Continuity*
Redundant data centers and tested continuity plans to ensure uninterrupted service.
5. *Quarterly Educational Briefings for City Staff*
Complimentary sessions on regulatory updates, billing best practices, and consumer behavior trends.



Why Work With Cedars?



PLEDGE

Cedars is committed to helping the City of Redlands resolve accounts amicably, professionally, and transparently. With over 34 years of public-sector experience, Cedars has helped more than 63 government entities recover revenue ethically and transparently. Our proven model supports the City’s goals: Efficient and effective recovery of outstanding debts; Minimization of delinquent accounts; Preservation of community trust; Full compliance with applicable collection laws.



MISSION STATEMENT

Since 1991, Cedars has delivered technology-enabled, fully self-performed collection programs tailored to municipal needs. Our proprietary *CollectCo™* platform integrates seamlessly with existing systems—requiring no programming costs or infrastructure changes—and provides: Real-time dashboards and reporting; Secure file exchange; Automated outreach and compliance auditing. Cedars consistently outperforms competitors, achieving up to 31% recovery on government receivables and 20%+ on utility accounts, compared to industry averages of 9–11%.



COMMUNICATION

Our contingency-based fee structure (19.5%) means the City only pays for successful collections, with no setup fees and no charges for standard services like skip tracing or reporting. The City benefits from secure, 24/7 access to our Client Portal, which provides real-time visibility into account-level data, collector notes, call recordings, and performance dashboards. Meanwhile, our Consumer Portal empowers consumers to manage their accounts independently, with ADA-compliant design and multilingual support in over 175 languages, including ASL.



TRANSPARENCY

Our “*Putting People First*” philosophy, which guides every interaction with empathy, professionalism, and respect. Our team is trained in de-escalation, cultural sensitivity, and financial hardship resolution—resulting in higher recovery rates, lower complaint ratios, and over 500 consumer reviews averaging 4.5 stars. We strive to build honest relationships by remaining transparent throughout the collections process and ensuring consumers are aware of their rights. This approach, supported by our online tools and educational resources, has led to stronger engagement, improved resolution outcomes, and a more positive payment experience for the individuals we serve.



COMPLIANCE

Cedars maintains industry-leading security and compliance standards, including SOC 2 Type II and PCI-DSS Level 1 certifications, AES-256 encryption, and daily vulnerability scans. Our collectors are trained and re-certified annually through Cedar University, ensuring full adherence to FDCPA, FERPA, HIPAA, TCPA, Reg F, and California-specific statutes. We are ready to serve the City with integrity, innovation, and measurable results.



City Council Meeting

F. 7.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Approve a Memorandum of Understanding with Artlands Creative, recommended by the Parks and Recreation Advisory Commission, authorizing enhancements within the parcel described as APN 0170-083-03-0000 and determination that approval of the Agreement is exempt from California Environmental Quality Act (CEQA) guidelines pursuant to Section 15061 (Facilities and Community Services Director Crocker)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motions are provided:

1. I move that the City Council determine that the approval of the Memorandum of Understanding with Artlands Creative is exempt from California Environmental Quality Act guidelines pursuant to Section 15061; and
2. I move to approve a Memorandum of Understanding with Artlands Creative for the implementation of enhancements within a portion of the parcel described as APN 0170-083-03-0000.

RECOMMENDATION:

Commission Recommendation:

At the July 10, 2025, Parks and Recreation Advisory Commission Meeting, the Commission unanimously recommended that the City Council direct city staff to work with the Artlands Creative's REACH group to identify a viable site for a native plant garden in Redlands.

Staff Recommendation:

Staff recommends that the City Council approve the Memorandum of Understanding with Artlands Creative to install enhancements on City property on a portion of the parcel described as APN 0170-083-03-0000.

DISCUSSION:

The Regional Eco Arts Community Home (REACH), a program of The Artlands Creative, has expressed interest in collaborating efforts with the City to develop a native plant garden within a local park. City staff worked with the Artlands Creative to identify a specific, viable location within Sylvan Park, which is identified as the area situated just north of the existing rose garden.

In collaboration with Artlands Creative, staff developed the attached Memorandum of Understanding (MOU) for the garden project. The MOU holds Artlands responsible for the landscaping and maintenance of the garden. Within this partnership, the City will provide a water source for the area to sustain the native plantings. In addition, the MOU allows either party to cancel within 30 days' notice. The following is a list of improvements that Artlands Creative has proposed for the enhancement of the area.

Planting Zone:

1. 2,127 sq. ft. native/wildflower planting area using drought-tolerant, pollinator-supportive plants;
2. Designed for year-round seasonal blooms with clustered and mixed plantings; and
3. Manzanita, Toyon, Deergrass, Cleveland Sage, Ashleaf Buckwheat, California Fuchsia, Yarrow, etc.

Irrigation:

1. A drip irrigation system will be installed to connect to the city water lines; and
2. Zoned for low/moderate water species.

Educational Signage:

1. Plant ID plaques with bloom time & pollinator connections; and signage explaining the garden and its significance.

Placement and Overview:

1. Perimeter (Border Planting): native shrubs, wildflowers, grasses, trees spaced by type for seasonal coverage and pollinator habitat.

Maintenance and terms:

1. Ongoing maintenance including weeding, clearing, and trimming when necessary.
2. The MOU is a three-year term with a 30-day notice requirement for cancellation by either party.

Approval of the MOU with Artlands Creative authorizing enhancements within a portion of the parcel within Sylvan Park described as APN 0170-083-03-0000 for native landscaping is exempt from California Environmental Quality Act (CEQA) guidelines pursuant to Section 15061.

ALTERNATIVES:

The City Council may deny the approval of the Memorandum of Understanding with Artlands Creative, and provide staff with alternate direction.

STRATEGIC PLAN:

Priority A: Quality of Life

SUBMITTED BY:

Tabitha Crocker, Facilities and Community Services Director

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:

Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:

Joe Bierma, Administrative Analyst

Fiscal Impact

Fiscal Year: FY 2024-26

Appropriation Required Y/N: No

Discussion:

Staff time for this project has already been accounted for in the currently adopted City budget. Costs associated with the irrigation of the garden will be absorbed within the existing Parks budget.

Attachments

MOU Artlands REACH
REACH Site Plan Exhibit

MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF REDLANDS AND
ARTLANDS CREATIVE REGARDING COMMUNITY GREENSPACE ENHANCEMENT
COLLABORATION

This Memorandum of Understanding Regarding Community Greenspace Enhancement Collaboration ("MOU") is dated this 17th day of February, 2026 ("Effective Date"), and is entered into by and between Artlands Creative ("Artlands"), a California nonprofit corporation and 501(c)(3) tax-exempt organization, and the City of Redlands ("City"), a municipal corporation and general law city. Artlands and the City may be referred to herein individually as a "Party" and collectively together as the "Parties."

RECITALS

WHEREAS, City owns a parcel which makes up a portion of Sylvan Park, more accurately described as Assessor's Parcel Number 0170-083-03-0000; and

WHEREAS, Artlands has formed a working group named Redlands Eco Arts Community Home (REACH), for the purpose of education training programs relating to both the public and private sectors of the economy and the environment; and

WHEREAS, Artlands' desires that REACH on Artlands' behalf beautify the community with the planting of plants, flowers and other plant materials for a green space and garden and other improvements in accordance with the Artlands' Site Proposal attached hereto and incorporated by reference as Exhibit "A" (the "Artlands Site Improvements"); and

WHEREAS, the City has agreed to provide a portion of city-owned property for the Improvements located at southwest corner of North University Street and East Colton Avenue, as more accurately described as Assessor's Parcel Number 0170-083-03-0000 (the "Property"), and as depicted in Exhibit "B" (the "Location in Sylvan park"); attached hereto and incorporated by reference herein as well as to provide access to irrigation for the Improvements; and

WHEREAS, research evidence suggests that green spaces such as parks and gardens provide numerous benefits for human health, well-being, and the environment; and

WHEREAS, Artlands will provide the City with improved green space for the community.

NOW, THEREFORE, in consideration of the above recitals and the mutual covenants hereinafter contained, and for other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows:

AGREEMENT

Section 1. Incorporation of Recitals. The above recitals are true and correct and are hereby incorporated into this MOU by this reference.

Section 2. Authority. Unless otherwise specified herein, all authority to act on behalf of the City will be exercised by the City of Redlands Facilities and Community Services (FCS) Department Director, or his or her designee. Unless otherwise specified herein, all authority to act on behalf of the Artlands pursuant to this MOU shall be exercised by the Artlands Executive Director.

Section 3. Artlands Obligations.

A. Artlands will provide the City with a site plan in digital or paper form which provides an overview of the Improvements, including but not limited to, the type of plants for the green space/gardens and enhancements including drip-line irrigation, which is subject to prior approval by the FCS Director, or his or her designee.

B. It is Artlands' responsibility to inspect the Property prior to making the Improvements to ensure it is satisfactory for Artlands' purpose and safe for Artlands' staff and volunteers.

C. Artlands will be responsible for acquiring all necessary plant materials, planting soil, and other materials and equipment to perform the Improvements at its sole cost and expense. The planting period will begin on or about February 18, 2026, and be completed on or about December, 2026.

D. Artlands will be responsible for maintaining the Improvements with new plant material as needed through December 31, 2026. Artlands will perform on-going maintenance on the Property, including but not limited to, trimming, weeding, and clearing when necessary to maintain the appearance and safety of the Property. Maintenance plan shall be approved by the FCS Director or his or her designee.

E. Artlands will perform the Improvements on the Property using its own employees and volunteers and shall not utilize City employees, volunteers or contractors to assist in the Improvements on the Property.

F. Artlands will allow City to inspect the Property at any time to ensure all Improvements have been performed consistent with this MOU, to ensure that there are no public safety concerns, and that the work complies with all local and state laws and policies.

Section 4. City Obligations. The City agrees, at its cost and expense, to prepare the Property for Artlands' Improvements by doing the following: (1) Any clearing necessary to prepare the parcel; (2) installation of temporary fencing around the Property where the Improvements will be installed; (3) Providing a water source; (4) Providing one point of supply water line connection to the designated area within Sylvan Park; (5) Installation of DG pathways and Mow Curbs. City and Artlands Obligations.

A. The Parties agree to abide by all applicable laws, and regulations governing this MOU.

B. The Parties agree that all Improvements on the Property shall be the sole property of City and Artlands shall have no ownership rights over any of the Improvements on the Property.

Section 5. Indemnity and Insurance.

A. Artlands shall defend, indemnify and hold harmless City, and its elected officials, officers, employees and agents from and against any and all claims, causes of action, damages and liability resulting from Artlands' negligent acts or omissions, and the willful misconduct of Artlands, and Artlands' employees, contractors, volunteers, agents, and invitees in the performance of its obligations as set forth in this MOU. This section shall survive any termination or expiration of this MOU.

B. City shall defend, indemnify and hold harmless Artlands, and its officers, employees, volunteers and agents from and against any and all claims, causes of action, damages and liability resulting solely from City's negligent acts or omissions, and the willful misconduct of City and City's officers, officials, employees, contractors, volunteers, contractors, and agents in the performance of its obligations as set forth in this MOU. This section shall survive any termination or expiration of this MOU.

C. Artlands shall provide the following insurance coverages:

1. Comprehensive general liability insurance, with carriers acceptable to City, with minimum coverage of One Million Dollars (\$1,000,000) per occurrence, and Two Million Dollars (\$2,000,000) aggregate for public liability, property damage and personal injury. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City. A certificate of insurance with endorsements evidencing such coverage shall be provided to City prior to Artlands' occupancy of the Property.
2. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Artlands is self-insured or exempt from the worker's compensation laws of the State of California. Workers' Compensation coverage shall be endorsed to include volunteer coverage for Artlands' employees and volunteers. Artlands shall provide City with Exhibit "C," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference prior to occupancy of the Premises.

Any contractors or subcontractors assisting Artlands with the Improvements must maintain the same insurance coverage as Artlands. Artlands shall provide a certificate of insurance with endorsements evidencing such coverage and the certificate shall be provided to City prior to contractor or subcontractor's performance of the Improvements on Property.

Section 6. Duration and Termination. This MOU will be effective for a period of three (3) years commencing from the Effective Date set forth above. Either Party may terminate this MOU at any time by providing 30 days' prior written notice to the other party.

Section 7. Notices. Any notice or other communication required, or which may be given, pursuant, to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section.

If to the City: City of Redlands
Facilities and Community Services Department
35 Cajon Street, Suite 222, Redlands CA 92373
Attn: Director of Facilities and Community Services

If to Artlands: Artlands Creative
18 East Vine Street, Redlands, CA 92373
Attn: Executive Director

Section 8. Miscellaneous Terms.

A. Representation and Warranties. Each Party has the requisite power and authority to execute and perform this MOU. Each person executing this MOU warrants that he or she has the legal power, right, and authority to execute this MOU and bind his or her respective Party.

B. Governing Law. This MOU shall be governed by and construed in accordance with the laws of the State of California. Prior to initiating any legal action arising out of or relating to this MOU, the parties agree to meet and confer in a good faith effort to resolve the dispute. If such efforts are unsuccessful, venue for any legal action will be in the courts located in San Bernardino County, California.

C. Relationship of the Parties. Nothing contained in this MOU shall be construed as creating a joint venture, partnership, or any other similar arrangement between the Parties. No Party to this MOU shall be deemed to be a representative, an agent, or an employee of the other Party. Unless otherwise expressly specified in this MOU, no Party shall have any authority or right to assume or create any obligation of any kind or nature, express or implied, on behalf of, or in the name of, any other Party, nor bind any other Party in any respect, without the specific prior written authorization of the other Party.

D. Waiver. No Party shall be deemed to have waived any provision of this MOU unless such waiver is in writing and signed by such Party.

E. Legal Compliance. The Parties shall comply with all applicable Federal, State, and local laws and regulations related to the transactions set forth in, or referenced by, this MOU.

F. Third-Party Beneficiary. No claim as a third-party beneficiary under this MOU by any person, corporation, or any other entity, shall be made or be valid against Artlands or the City.

G. Headings. The section headings used in this MOU are for convenience only and shall not be deemed to limit, construe, affect or alter the meaning of this MOU.

H. Entire Agreement. This MOU constitutes the entire agreement between the Parties with respect to the matters contained herein and shall supersede and replace any and all other prior understandings, correspondence, and agreements, oral or written, between the Parties with respect thereto.

I. Modification. No change, amendment or modification of this MOU shall be valid or binding upon the Parties unless such change, amendment, or modification is in writing and duly executed by all Parties.

J. Assignment or Transfer. Artlands shall not assign, hypothecate, or transfer, either directly or by operation of law, this MOU or any interest herein without the prior written consent of the City. Any attempt to do so shall be null and void, and any assignees, hypothecates, or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation, or transfer.

K. Binding Effect. The terms of this MOU shall inure to the benefit of, and shall be binding upon, each of the Parties and their respective successors and assigns.

L. Severability. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this MOU shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this MOU which are hereby declared as severable, and shall be interpreted to carry out the intent of the Parties hereunder.

M. Cooperation: Further Acts. The Parties shall reasonably cooperate with one another and shall take any additional acts or sign any additional documents as may be necessary, appropriate, or convenient to attain the purposes of this MOU.

N. Counterparts. This MOU may be signed in counterparts, each of which shall constitute an original.

[Signatures on Next Page]

SIGNATURE PAGE
TO
MOU BETWEEN ARTLANDS CREATIVE AND THE CITY OF REDLANDS
REGARDING COMMUNITY GREEN SPACE ENHANCEMENT COLLABORATION

IN WITNESS WHEREOF, the Parties have executed this MOU as of February 17th, 2026.

Artlands Creative

City of Redlands

By: _____
Daniel Gohman, Executive Director

By: _____
Mario Saucedo, Mayor

Date: _____

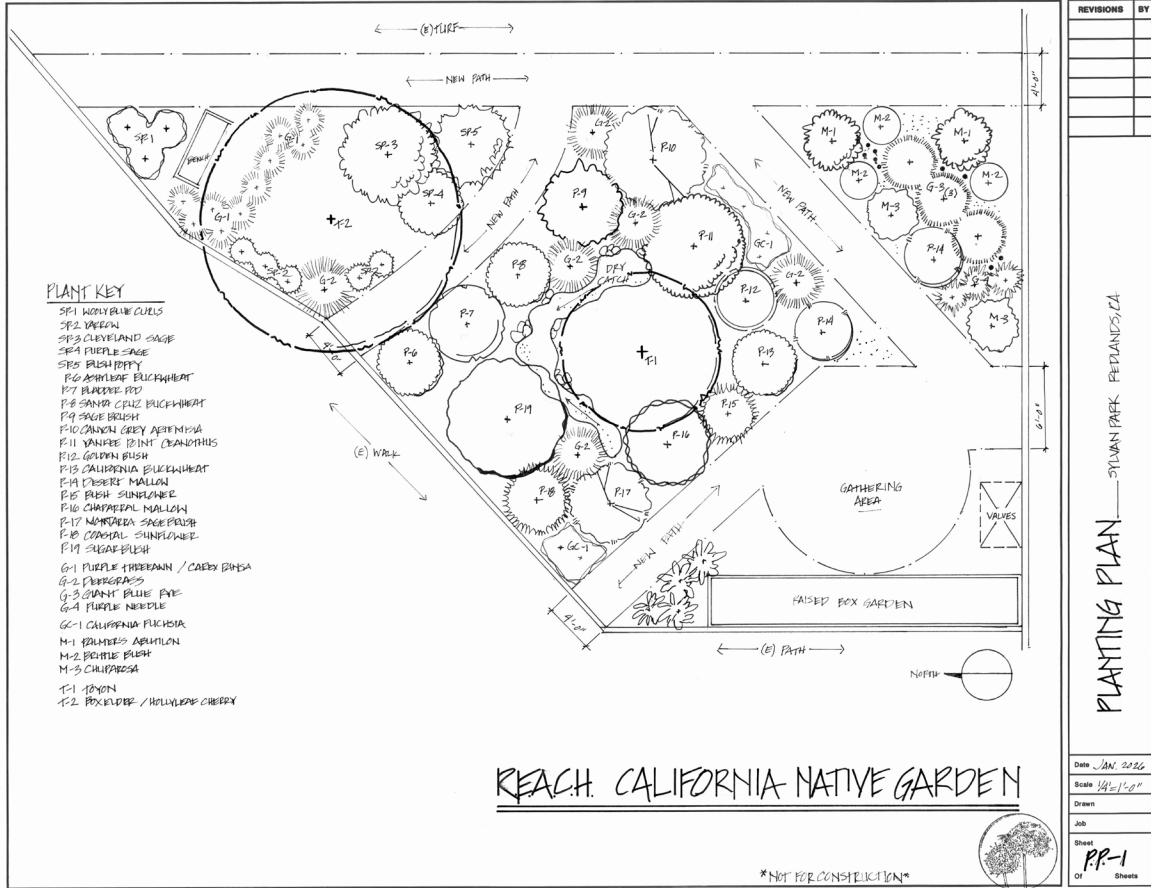
Date: _____

ATTEST:

By: _____
Jeanne Donaldson, City Clerk

EXHIBIT "A"

ARTLANDS SITE IMPROVEMENTS



PLANT KEY

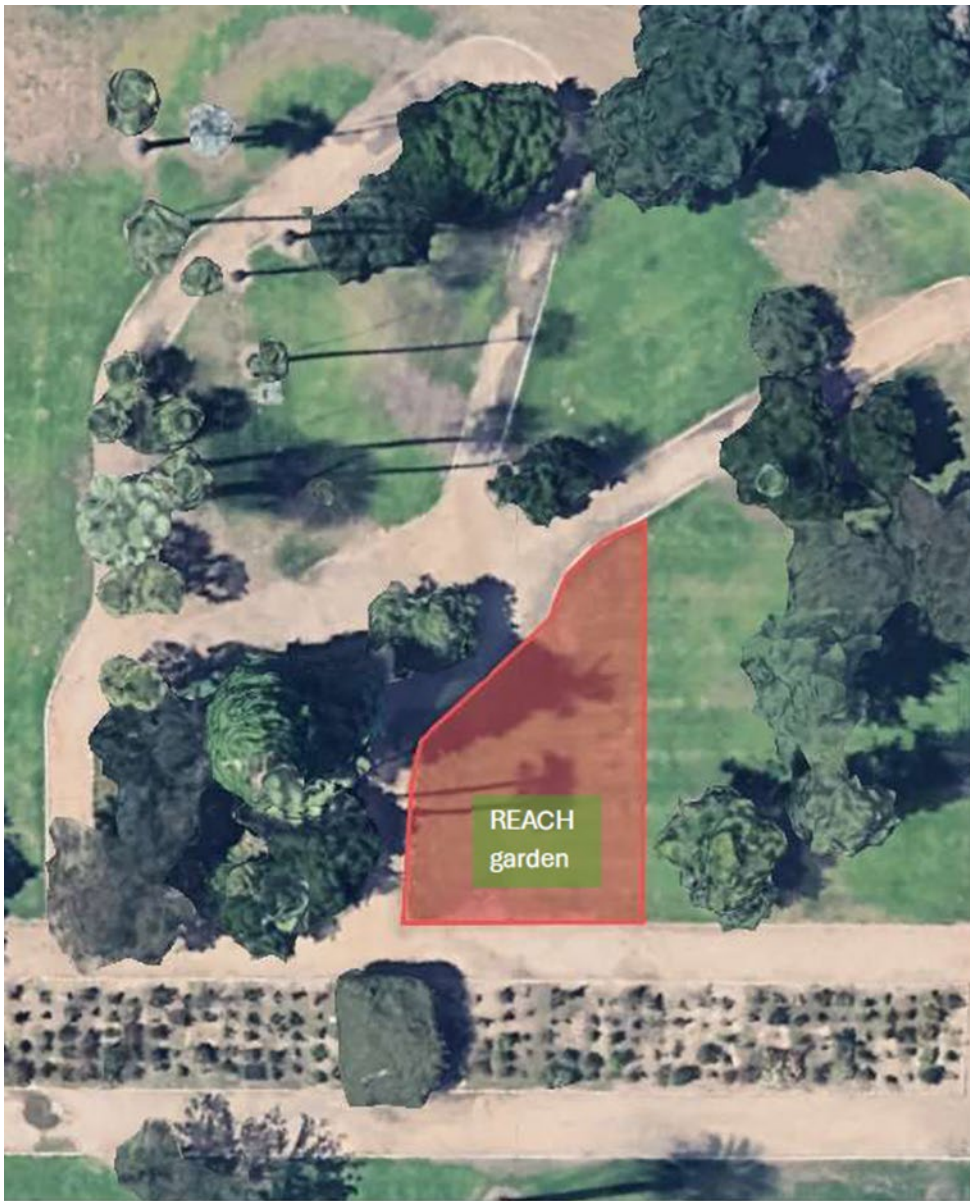
- SP-1 WOOLY BLUE CUELS
- SP-2 YARROW
- SP-3 CLEVELAND SAGE
- SP-4 PURPLE SAGE
- SP-5 BUSH POPPY
- P-6 ANTIWEAF BUCKWHEAT
- P-7 BLACKBERRY
- P-8 SANTA CRUZ BUCKWHEAT
- P-9 SAGE BRUSH
- P-10 SANDY GREY ARTEMISIA
- P-11 YANKEE BINT CHANDRITHUS
- P-12 GOLDEN BUSH
- P-13 CALIFORNIA BUCKWHEAT
- P-14 FROSTY MALLOW
- P-15 BUSH SUNFLOWER
- P-16 CHARAFERAL MALLOW
- P-17 MONTECALA SAGEFLOWER
- P-8 CONICAL SUNFLOWER
- P-11 SUGAR BUSH
- G-1 PURPLE TREEBARN / CAREX BUNSA
- G-2 PURPGRASS
- G-3 QUANT BLUE FINE
- G-4 PURPLE ARBUST
- GC-1 CALIFORNIA FICUSIA
- M-1 BULMERS ARBUTON
- M-2 BRITTLE BUSH
- M-3 CALIFORNIA
- T-1 JAPON
- T-2 BOXELDER / HOLLYWOOD CHERRY

REVISIONS	BY

PLANTING PLAN - SYLVAN PARK, REDLANDS, CA

DATE: JAN. 2016
 SCALE: 1/4" = 1'-0"
 DRAWN:
 JOB:
 SHEET: PR-1
 OF: 1 Sheets

EXHIBIT "B"
LOCATION IN SYLVAN PARK



REACH Sylvan Park Location Notes:

- North of the rose garden, east of the ball field and west of N. University St.
- South edge of the proposed area is 40 linear feet and east edge 72' runs directly north-south, bounded by existing dirt walkways.
- Approximate area = 2,127 square feet, bounded by 202 perimeter feet.

EXHIBIT "C"

WORKER'S COMPENSATION INSURANCE CERTIFICATE

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- (b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____ I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self- insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____ I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

Artlands Creative

By: _____
Daniel Gohman, Executive Director

Date: _____

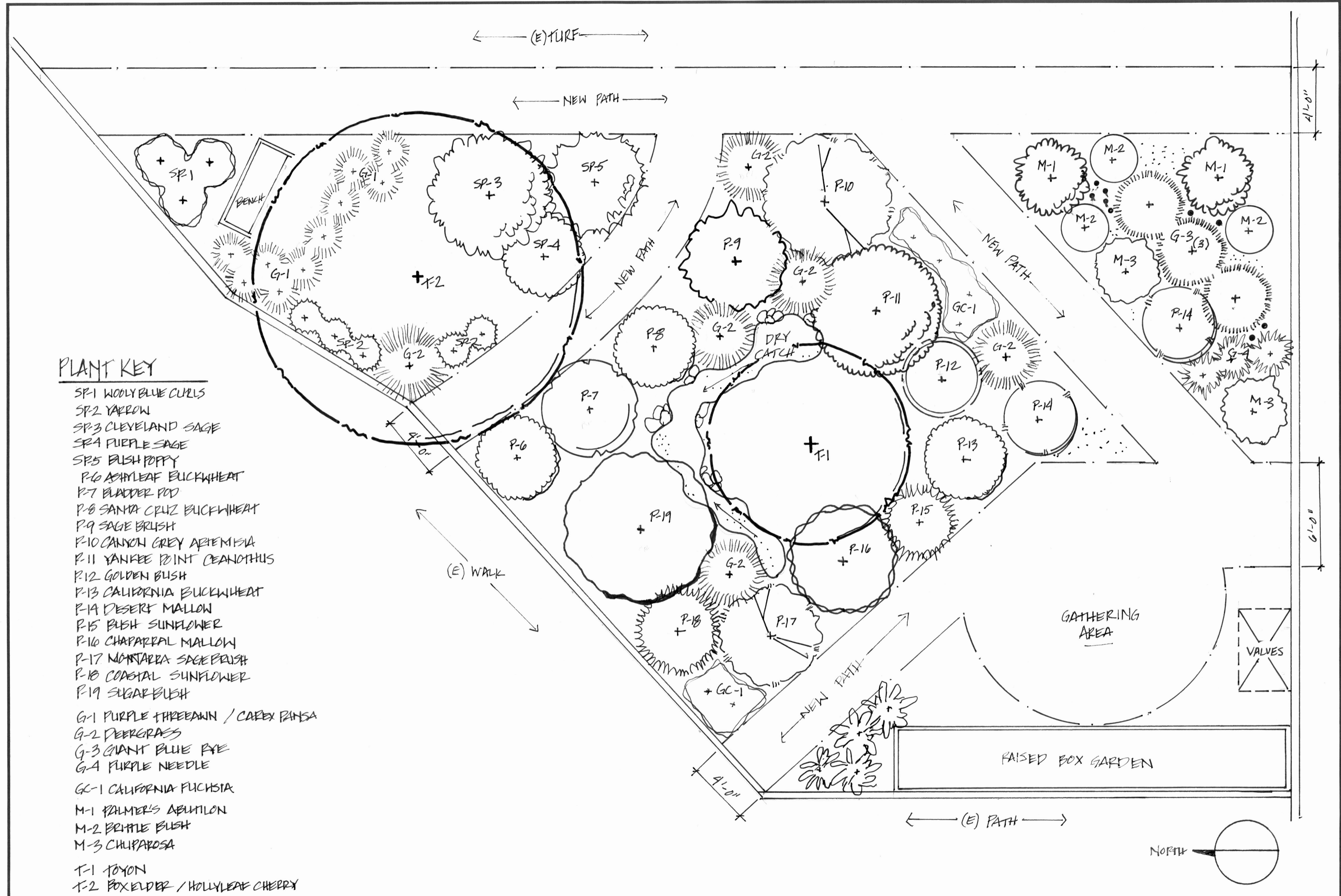
REVISIONS	BY

PLANTING PLAN — SYLVAN PARK REDLANDS, CA

Date	JAN. 2026
Scale	1/4" = 1'-0"
Drawn	
Job	
Sheet	P.P.-1
Of	Sheets

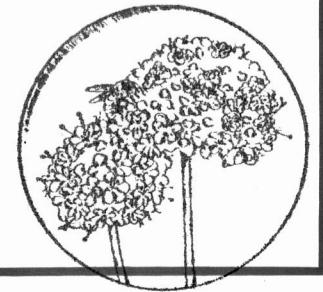
PLANT KEY

- SP-1 WOOLY BLUE CURLS
- SP-2 YARROW
- SP-3 CLEVELAND SAGE
- SP-4 PURPLE SAGE
- SP-5 BUSH POPPY
- P-0 ASHLEAF BUCKWHEAT
- P-7 BLADDER POD
- P-8 SANTA CRUZ BUCKWHEAT
- P-9 SAGE BRUSH
- P-10 CANYON GREY ARTEMISIA
- P-11 YANKEE POINT CEANOETHUS
- P-12 GOLDEN BUSH
- P-13 CALIFORNIA BUCKWHEAT
- P-14 DESERT MALLOW
- P-15 BUSH SUNFLOWER
- P-16 CHAPARRAL MALLOW
- P-17 MONTARRA SAGE BRUSH
- P-18 COASTAL SUNFLOWER
- P-19 SUGAR BUSH
- G-1 PURPLE THREEAWN / CAREX PANSA
- G-2 DEERGRASS
- G-3 GIANT BLUE RYE
- G-4 PURPLE NEEDLE
- GC-1 CALIFORNIA FUCHSIA
- M-1 PALMER'S ADELPHON
- M-2 BRITTLE BUSH
- M-3 CHILIPAROSA
- T-1 TOYON
- T-2 BOX ELDER / HOLLYLEAF CHERRY



REACH. CALIFORNIA NATIVE GARDEN

NOT FOR CONSTRUCTION





City Council Meeting

F. 8.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Approve the use of city resources and the request for in-kind support in the amount of \$11,316.50 related to the Downtown Redlands Artwalk event on Sunday, March 29, 2026, hosted by the Kids Cures Foundation; approve temporary street closures related to the event; and determine that the event is categorically exempt from environmental review pursuant to Section 15311(c) of the State's guidelines implementing the California Environmental Quality Act (Facilities and Community Services Director Crocker)

MOTION(S):

If the City Council determines that staff's recommendations are appropriate, the following motions are provided:

1. I move that the City Council determine that the approval of the event is exempt from environmental review pursuant to Section 15311(c) of the State's guidelines implementing the California Environmental Quality Act; and
2. I move to authorize and approve the expenditure of city resources and in-kind support in the amount of \$11,316.50; and
3. I move to authorize and approve the temporary street closure detailed in the staff report for the Downtown Redlands Artwalk which will be held on Sunday, March 29, 2026.

RECOMMENDATION:

Staff recommends that the City Council direct staff accordingly regarding the request for in-kind support and the temporary street closures. Staff further recommends City Council determine that authorization for items related to the Downtown Redlands Artwalk Event is exempt from environmental review pursuant to Section 15311(c) of the State's guidelines implementing the California Environmental Quality Act (CEQA).

DISCUSSION:

The Facilities and Community Services Department manages the administration and issuance of permits for special events held in public areas of the City. Upon the issuance of a special event permit, the event may take place contingent on the event organizer paying the required fees. However, the City recognizes the value of partnering with non-profit agencies and organizations to provide services beneficial to the community. In an effort to support programs that provide a community benefit, the City Council will, from time to time, consider the authorization of in-kind support including the use of city equipment, staff, and facilities for special events.

The Kids Cure Foundation, a registered non-profit organization based in the City of Beaumont is requesting to host their annual Downtown Redlands (DTR) Artwalk event in downtown Redlands on Sunday, March 29, 2026, from 10:00 a.m. to 6:00 p.m. This will be their 13th year holding this event within the city, and the foundation intends to provide a family-friendly event featuring live music, vendors, including food, and a kids' play area in front of Jacks Toy Shop. This event will include a classic car show and local artists showcasing their art.

Kids Cures Foundation has submitted a request for approval to temporarily close specific streets in the downtown area on Sunday, March 29, 2026, to accommodate the event. Proposed street closures include:

- State Street between Orange Street and 7th Street.
- 5th Street between Ed Hales parking lot driveway to the Orange Street Alley driveway approach; Ed Hales Parking lot entrance and the Orange Street Alley entrance will not be impacted by the closure.

The requested closure times are as follows:

- To accommodate set up and clean up, the street closures will remain in effect between 8:00 a.m. and 7:00 p.m on Sunday, March 29, 2026.

Additionally, Kids Cures Foundation is requesting in-kind support in the amount of \$11,316.50 for departmental resources, including Police and Facilities and Community Services (FCS) personnel. Per the Foundations application, they anticipate 2,500 attendees, with participation from more than 50 vendors.

Previously, the City Council approved \$5,734.00 in in-kind support for last year's DTR Artwalk, hosted on Sunday, March 30, 2025. Kids Cures Foundation envisions this year's event as a community-centered gathering that promotes Downtown Redlands' businesses, enhances local economic activity, and showcases local artists and their talent.

The event is exempt from the requirements of the California Environmental Quality Act's guidelines pursuant to Section 15311(c). Section 15311(c), Accessory Structures Class 11 facilities, consists of the construction or

replacement of minor structure accessory to existing commercial, industrial, or institutional facilities, including placement of seasonal or temporary use items such as mobile food units, portable restrooms, or similar items in generally the same locations from time to time in publicly owned parks or other facilities designed for public use.

ALTERNATIVES:

The City Council may elect to deny the request for in-kind support, deny the request for temporary street closure and direct staff accordingly.

STRATEGIC PLAN:

Priority A - Quality of Life, Beautification, Arts and Culture.

SUBMITTED BY:

Tabitha Crocker, Facilities and Community Services Director

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:

Charles M. Duggan Jr., City Manager
Janice McConnell, Assistant City Manager
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:

Jaclyn Ramirez, Administrative Assistant II

Fiscal Impact

Fiscal Year: 2025/26
Revenue Generating: Y
Appropriation Required Y/N: N
Amount: \$11,316.50
Budgeted Y/N: N

Discussion:

Please see "Fiscal Impact" attachment for reference.

Attachments

In-Kind Support Request
Verification of Non-Profit
Street Closure Permit



City of Redlands

In-Kind Support Request

Event Name:

Event Date(s): Location(s):

Rain Out Date: Beginning Time: End Time:

Describe Your Request:

This completed form with all supporting documentation shall be submitted a minimum of 60 days prior to the scheduled event. Additional information may be attached to this application form, as needed.

Looking to bring back the official DTR Artwalk we have held for many years. We are planning on including a Car/Motorcycle section with this event. We will have live music as many years past. Jacks Toys will also have an area for children and other business owners on the street are excited to be a part of this event.

Select and Describe All City Provided Services That May Apply to Your Request :

Traffic (Personnel, equipment, cones, barricades, no-parking)

Police (Public Safety Personnel)

Fire (Paramedics, Inspectors)

Parks (Cleanup Personnel, Ball Field Lights)

Facility

Refuse/Recycling (Event Receptacles, Roll-Off Service) acquired by Event Organizers through Redlands Customer Service

Section 13.65 of the Redlands Municipal Code requires that events that serve more than 2,000 individuals per day will be required to submit for review and approval a Large Venue Recycling Plan. The Quality of Life Department may require smaller events to comply with City recycling practices as a condition of waiving fees.

Other

Group/Organization Name:

Is your Group/Organization a Registered Non-Profit: Yes No Non-Profit Federal Tax ID Number:

Does your Group/Organization Presently Have Liability Insurance? Yes No *Please be advised that depending upon your request, you may be required to provide proof of insurance coverage in an amount determined by the City and naming the City as an additional insured.*

Has your Group/Organization received fee waivers from the City in the past?

Primary Contact Name & Title:

Mailing Address:

Phone Number: E-Mail Address:

As a part of our commitment to fiscal responsibility, the City of Redlands gathers data associated with the economic and social benefits associated with in-kind support. Please provide estimates, as applicable, for your event.

Positive outcomes for your organization from this

Bring awareness to a great organization that was built from such a tragic loss. A commitment to bring funds to help/supply/show children that art can be therapeutic to their healing and struggle. This organization also provides gifts for children during the holidays so parents can focus on being with their children and not worry about them feeling left out when it comes to gifts and support.

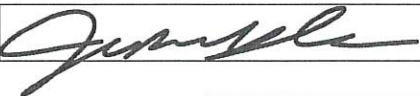
Describe what economic benefit and impact this event will bring to the City:

It brings people to downtown state street where it benefits the businesses that are open on Saturday. Knowing that this giving city played a part in providing for children who are struggling is just another motion that reflects what this city stands for. We have businesses on State St that are involved in the return of this event. The last event was a great success with tons of positive feedback from so many people in the community. We had guests from out of state to come and visit Redlands and shop at the local businesses that were open on Sunday.

In April 2002, the City Council adopted Resolution No. 6038, which encourages groups or organizations requesting in-kind support from the City to use local businesses when procuring goods and services associated with the event. Receipts will need to be submitted through a follow up form. Failure to submit post event documentation (within 15 days) may affect future requests.

	Proposed Event	Previous Event Actuals	Vendors
Attendance: Redlands Residents	1500	1500	25
Attendance: Non-Residents	1000	1000	25
Food & Beverage Sales	0	0	0
Merchandise Sales	0	0	0
Ticket/Entrance Fees	N/A	N/A	N/A
Other			
Total Revenue	2500	2500	50

I certify that all statements on this application are true and complete to the best of my knowledge.

Signature: 


Title: Main Event Coordinator

Please Print Your Name: Jessie Klaas

Date: 10/21/2025

To Be Completed by the City of Redlands

Date Received: 11/05/25

Received By: 

Notes:

City Manager Approval:

City Council Approval:

Kids Cures Foundation

EIN | Beaumont, California, United States

Other Names

OPERATION KIDZ KOMFORT

Publication 78 Data

Organizations eligible to receive tax-deductible charitable contributions. Users may rely on this list in determining deductibility of their contributions.

On Publication 78 Data List: Yes

Deductibility Code: PC [?](#)

Determination Letter

A favorable determination letter is issued by the IRS if an organization meets the requirements for tax-exempt status under the Code section the organization applied.

Final Letter(s)

- [FinalLetter_26-3909923_OPERATIONKIDZKOMFORT_10132009_01.tif](#)
[/pub/epostcard/dl/FinalLetter_26-3909923_OPERATIONKIDZKOMFORT_10132009_01.tif]
- [FinalLetter_26-3909923_OPERATIONKIDZKOMFORT_10132009_02.tif](#)
[/pub/epostcard/dl/FinalLetter_26-3909923_OPERATIONKIDZKOMFORT_10132009_02.tif]

Form 990-N (e-Postcard)

Organizations who have filed a 990-N (e-Postcard) annual electronic notice. Most small organizations that receive less than \$50,000 fall into this category.

✓ **Tax Year 2010 Form 990-N (e-Postcard)**

✓ **Tax Year 2009 Form 990-N (e-Postcard)**

✓ **Tax Year 2008 Form 990-N (e-Postcard)**

Copies of Returns (990, 990-EZ, 990-PF, 990-T)

Electronic copies (images) of Forms 990, 990-EZ, 990-PF or 990-T returns filed with the IRS by charities and non-profits.

✓ **Tax Year 2021 Form 990**

✓ **Tax Year 2019 Form 990**

✓ **Tax Year 2018 Form 990**

✓ **Tax Year 2017 Form 990**

✓ **Tax Year 2016 Form 990**

✓ **Tax Year 2016 Form 990**

✓ **Tax Year 2015 Form 990**

✓ **Tax Year 2015 Form 990R**



PERMIT TO CLOSE STREET FOR SOCIAL EVENT(S)

Permission to close a street for an event is subject to the following requirements:

1. Street Closure Diagram MUST be attached. (Failure to submit diagram will result in non-issuance of permit).
2. Event Flyer or Event Description MUST be attached. (Failure to submit flyer or event description will result in non-issuance of permit).
3. Applicant MUST provide insurance coverage per City's requirements (see reverse)
4. Written permission from all residents of the effected portion of the street MUST be attached.
5. No tables or other objects shall be placed on the street surface.
6. No alcohol shall be consumed on the street or City right-of-way outside of a permitted area.
7. Temporary No Parking Signs and barricades shall be supplied and posted by City Staff
8. Affected street(s) shall remain accessible for emergency vehicles and local traffic at all times.
9. This permit pertains only to the closing of the street(s). This permit does not relate to the type of activity, noise, or any other aspect of the event. All other applicable and appropriate ordinances and laws apply.

Permission is hereby granted to: Jessie Klaas (DTR ARTWALK)

To close (street names) State Street

Between (street names) Orange - 7th street

Day & date 03/29/26 Event times - from (time) 10 am pm to (time) 6 am pm

Address of Applicant: [REDACTED] Phone No: [REDACTED]

Signature of Applicant: Jessie Klaas Applicant Name (print): Jessie Klaas

Condition(s); set up & clean up time required: Hoping to have the street closed at 8am and reopen at 7pm to give the vendors enough time to tear down in a safe manner.

Event Description: Arts and crafts show with an additional block for a classic car show. We also have a Kid's zone that highlights a local business. Live family friendly music. Redlands pottery incl.

FOR OFFICE USE ONLY

This permit must be signed by the Chief of Police in order to be valid.

1. [Signature]
Chief of Police

12/17/2025
Date

2. [Signature]
Municipal Utilities & Engineering Department

1/5/26
Date

3. [Signature]
Facilities & Community Services Department

12/12/25
Date

4. [Signature]
Risk Management Division

1/9/26
Date

Street Closure time: From 8 am pm To 7 am pm

Staff Notes:



City Council Meeting

F. 9.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Approve the First Amendment to the Agreement with Cultural Planning Group, LLC to extend the term of the Professional Service Agreement for development of an Arts and Culture Master Plan (Facilities and Community Services Director Crocker)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

"I move to approve the First Amendment to the Agreement with Cultural Planning Group, LLC to extend the term of the agreement until April 2, 2026."

RECOMMENDATION:

Staff recommends that the City Council approve the First Amendment to the Agreement with Cultural Planning Group, LLC to extend the term of the existing Professional Services Agreement until April 2, 2026, to provide the development of an Arts and Culture Master Plan.

DISCUSSION:

The Cultural Arts Commission (Commission) promotes public interest in the Arts, recommends new art programs and funding for those programs, and recommends to the City Council policies to encourage, develop, and support the Arts in Redlands. The Commission also advises the City Council on the administration of the City's Art in Public Places program.

In May, 2022, City Council received and filed the Arts Economic Impact Study completed for the City of Redlands by the Americans for the Arts Organization. The study, prepared for the City of Redlands, incorporates the Arts & Economic Prosperity 5 National Study (AEP5 Study), published in 2017. It is the most

comprehensive economic impact study of the nonprofit arts and culture industry ever conducted. The AEP5 Study documented the economic contributions of the arts in 341 communities and regions across the country, representing all 50 states and the District of Columbia.

The City advertised a Request for Proposals for the development of an Arts and Culture Master Plan on April 27, 2023. Forty-two vendors were solicited, and eight responsive bids were received on June 15, 2023. A selection committee reviewed and ranked each organization based on their demonstrated competence and the professional qualifications deemed necessary for the satisfactory performance of the services required in accordance with the City's procurement policy. Cultural Planning Group was selected as the most highly qualified firm, based on the response to the scope of work provided in the RFP.

The proposed amendment would extend the term of the agreement until April 2, 2026, which will allow staff to close the project out in both deliverables and billing.

ALTERNATIVES:

Council may choose not to approve the professional services agreement amendment for the development of an Arts and Culture Master Plan and direct staff accordingly.

STRATEGIC PLAN:

Supports Priority A - Quality of Life; Strategic Objective 1. Beautification, Arts and Culture.

SUBMITTED BY:

Tabitha Crocker, Facilities and Community Services Department Director

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:

Yvette M. Abich Garcia, City Attorney

Janice McConnell, Assistant City Manager

Danielle Garcia, Management Services/Finance Director

PREPARED BY:

Joe Bierma, Administrative Analyst

Fiscal Impact

Fiscal Year: FY 2024-26

Appropriation Required Y/N: No

Discussion:

Sufficient funding for this service is included in the Facilities and Community Services Administrative Division's (101300) budget for Fiscal Year 2024-26 as approved by City Council. The intention of this amendment is to allow close out of payment to this consultant.

Attachments

- A. Agreement Amendment - Cultural Planning Group
 - B. Professional Services Agreement - Cultural Planning Group
-

FIRST AMENDMENT TO AGREEMENT TO PERFORM PROFESSIONAL SERVICES

This first amendment (“First Amendment”) to the agreement for the provision of Development of an Arts and Culture Master Plan services (“Agreement”), dated April 2, 2024, by and between the City of Redlands, a municipal corporation and a general law city (“City”), and The Cultural Planning Group, LLC, a California limited liability company (“Consultant”), is made and entered into this 17th day of February, 2026.

RECITALS

WHEREAS, it is the desire of the City and Consultant to amend their existing Agreement as set forth in this First Amendment modifying Section 4.2 and Section 5.1, Exhibit “B” and Exhibit “C.”

NOW, THEREFORE, for good and valuable consideration in the receipt of which is hereby acknowledged City and Consultant agree as follows:

AGREEMENT

Section 1. Section 4.2 of the Agreement, entitled “Performance of Services,” is hereby amended to read as follows:

“The term of this Agreement shall be for a period of two (2) years commencing as of the Effective Date, unless terminated earlier as provided herein.”

Section 2. Section 5.1 of the Agreement, entitled “Payments to Consultant,” is hereby amended to read as follows:

“Compensation: Total compensation for Consultant’s performance of the Services shall not exceed the amount of One Hundred Thirty-One Thousand, Eight Hundred Ten Dollars (\$131,810). City shall pay Consultant on a time and materials basis up to the not to exceed amount in accordance with Exhibit “C,” titled (“Fee Schedule”) which is attached hereto and incorporated herein by reference.”

Section 3. The Project Schedule set forth in Exhibit “B” of the Agreement is removed and replaced with Exhibit “B” “Project Schedule,” which is attached hereto and incorporated herein by this reference.

Section 4. The Fee Schedule set forth in Exhibit “C” of the Agreement is removed and replaced with Exhibit “C” “Fee Schedule,” which is attached hereto and incorporated herein by this reference.

Section 5. All other provisions of the Agreement shall remain unchanged by this First Amendment and in effect.

IN WITNESS WHEREOF, the parties have executed this First Amendment, to be effective as of February 17th, 2026.

CITY OF REDLANDS

THE CULTURAL PLANNING GROUP,
LLC

Mario Saucedo, Mayor

By: _____
David Plettner-Saunders, Partner

ATTEST:

Jeanne Donaldson, City Clerk

EXHIBIT “B”
PROJECT SCHEDULE

- Project Initiation & Background Research Months 1-3
- Site Visit #1 (3-day onsite visit) Month 4
Project Start-up and Initial Community Engagement
- Interim Activities Month 5
- Site Visit #2 (3-day onsite visit) Month 6
Continued Stakeholder and Community Engagement
- Interim Activities Months 7-11
- Site Visit #3 (2-day onsite visit) Month 12
Draft Arts and Culture Strategic Master Plan
- Interim Activities Month 11-19
- Site Visit #4 (1 day) Month 20
- Plan Adoptions
- Post-Adoption Assistant Six Months

EXHIBIT "C"
FEE SCHEDULE

	CPG		Kearns & West		Arts Connection
	Partner	Partner	Director	Associate	Executive Director
Hourly Rate	\$220	\$220	\$210	\$160	
Consultant Fees	\$35,570	\$37,770	\$11,970	\$15,680	\$7,500
Direct Costs	\$12,044		\$1,200		
Contingency	\$1,000				
Travel Expenses	\$8,266				

AGREEMENT TO PERFORM PROFESSIONAL SERVICES

This agreement for the provision of Development of an Arts and Culture Master Plan (“Agreement”) is made and entered in this 2nd day of April 2024 (“Effective Date”), by and between the City of Redlands, a municipal corporation (“City”) and The Cultural Planning Group, LLC, a California limited liability company. (“Consultant”). City and Consultant are sometimes individually referred to herein as a “Party” and, together, as the “Parties.” In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONSULTANT

- 1.1 City hereby engages Consultant to provide Development of an Arts and Culture Master Plan services for City (the “Services”).
- 1.2 The Services shall be performed by Consultant in a professional manner, and Consultant represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional consultants in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF CONSULTANT

- 2.1 The Services that Consultant shall perform are more particularly described in Exhibit “A,” titled “Scope of Services,” which is attached hereto and incorporated herein by this reference.
- 2.2 Consultant shall comply with applicable federal, state, and local laws and regulations in the performance of this Agreement including, but not limited to, any applicable State prevailing wage laws.

ARTICLE 3 – RESPONSIBILITIES OF CITY

- 3.1 City designates Tabitha Crocker, Facilities and Community Services Department Director, as City’s representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret, and define City’s policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

- 4.1 Consultant shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit “B,” titled “Project Schedule,” which is attached hereto and incorporated herein by reference.
- 4.2 The term of this Agreement shall be for a period of one (1) year commencing as of the Effective Date, unless terminated earlier as provided herein.

- 4.3 If Consultant’s Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Consultant to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO CONSULTANT

- 5.1 Compensation: Total compensation for Consultant’s performance of the Services shall not exceed the amount of One Hundred Twenty-Six Dollars (\$126,000). City shall pay Consultant on a time and materials basis up to the not to exceed amount in accordance with Exhibit “C,” titled (“Fee Schedule”) which is attached hereto and incorporated herein by reference.
- 5.2 Consultant shall submit periodic invoices to City according to an agreed-upon payment schedule based on milestones and deliverables. City shall pay Consultant no later than thirty (30) days after receipt and approval by City of Consultant’s invoice.
- 5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY:

City Clerk
City of Redlands
35 Cajon Street
P.O. Box 3005 (mailing)
Redlands, CA 92373
jdonaldson@cityofredlands.org
Phone: (909) 798-7531

CONSULTANT:

David Plettner-Saunders, Partner
The Cultural Planning Group, LLC
6878 Navajo Rd, Unit 58
San Diego, CA 92119
david@culturalplanning.com
Phone: 213-500-6692

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

- 6.1 The following insurance coverage required by this Agreement shall be maintained by Consultant for the duration of its performance of the Services. Consultant shall not perform any Services unless and until the required insurance listed below is obtained by Consultant. Consultant shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

- A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Consultant is self-insured or exempt from the workers' compensation laws of the State of California. Consultant shall execute and provide City with Exhibit "D," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.
- B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.
- C. Consultant shall secure and maintain professional liability insurance throughout the term of this Agreement in the amount of One Million Dollars (\$1,000,000) per claim made.
- D. Business Auto Liability coverage, with minimum limits of One Million Dollars (\$1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Consultant owned vehicles used in connection with Consultant's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.
- E. Consultant is expressly prohibited from assigning or subcontracting any of the Services without the prior written consent of City. In the event of mutual agreement by the Parties to assign or subcontract a portion of the Services, Consultant shall add such assignee or subcontractor as an additional insured to the insurance policies required hereby and provide City with the insurance endorsements prior to any Services being performed by the assignee or subcontractor.

6.2 Consultant shall defend, indemnify and hold harmless City and its elected and appointed officials, employees and agents from and against any and all claims, losses or liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of Consultant, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Consultant covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income, interest in real property or investment that would be affected in any manner or degree by the performance of Consultant's Services. Consultant further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Consultant agrees it is not a designated employee within the meaning of the Political Reform Act because Consultant:

A. Does not make a governmental decision whether to:

- (i) approve a rate, rule or regulation, or adopt or enforce a City law;
- (ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
- (iii) authorize City to enter into, modify or renew a contract;
- (iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
- (v) grant City approval to a plan, design, report, study or similar item;
- (vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Consultant must disclose its financial interests, Consultant shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Consultant shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, result in City's immediate termination of this Agreement.


8.3 Consultant is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Consultant or Consultant's employees, except as herein set forth. Consultant shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Consultant are for its account only, and in no event shall Consultant or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Consultant shall have no authority, express or implied, to act on behalf of City in any capacity

whatsoever as an agent, nor shall Consultant have any authority, express or implied, to bind City to any obligation.

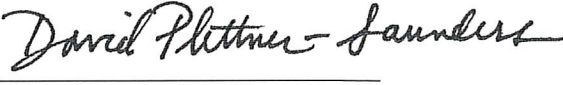
- 8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than five (5) days prior written notice to Consultant of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Consultant's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Consultant at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Consultant. Upon receipt of a termination notice, Consultant shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, design calculations, drawings, specifications, reports, estimates, summaries and such other information and materials as may have been accumulated by Consultant in performing the Services. Consultant shall be compensated on a pro-rata basis for Services completed up to the date of termination.
- 8.5 Consultant shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Consultant.
- 8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Consultant.
- 8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.
- 8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Consultant have signed in confirmation of this Agreement.

CITY OF REDLANDS

By: 
Eddie Tejada, Mayor

THE CULTURAL PLANNING GROUP

By: 
David Plettner-Saunders, Partner

ATTEST:



Jeanne Donaldson, City Clerk

EXHIBIT "A"
SCOPE OF SERVICES

Consultant shall complete execution of the items listed below to develop the City's first Arts and Culture Master Plan to advance the cultural arts and creative economy of Redlands. This effort involves development of mission, vision, and goals for the City's Arts and Culture Master Plan, including a focus on cultural equity.

The process and product of which is to include, but not be limited to the following:

Art and Culture Programming

- Outreach to and engagement of the Redlands community, including a diverse range of stakeholders.
- Facilitate and manage activities and communications with designated City staff including, but not limited to, meeting schedules, agendas and material preparation for planning purposes and progress updates.
- Perform an assessment of the City's assets and opportunities for public art, including potential locations. This includes reviewing and becoming familiar with existing policies, documents, and local codes, as well as planned future developments.

Art in Public Places Program

Recommend formal policy guidelines and procedures for the Art In Public Places program based on industry best practices, that incorporate existing policies and any recommended policy updates and cover the following elements:

- Recommendation of programs and strategies to increase funding for public art in Redlands.
- Identification of sites for future temporary and permanent public artworks.
- Recommendation and prioritization of new public art programming, including temporary and permanent physical art grants, cultural art grants, and other programs.
- Criteria for the siting of public art projects;
- Guidelines for inclusion of public art in public and private development projects;
- A general process by which artists are commissioned and selected;
- Creation and/or update of recommended public art policy guidelines for administration of on-site public art and public art grants, including maintenance, conservation and deaccession policies.
- Standards for maintenance funding and managing public art inventory;

Produce a written Master Plan that is a detailed narrative and illustrative document that includes:

- Vision and mission statements for the City's Art and Culture program;
- Summary of research, findings, and community input results;
- Discussion of existing programs, policies and resources;
- Recommended changes to the City's public art policies and processes,
- Recommended programs and initiatives that align with the established vision for the City's Public Art program;
- Opportunities and strategies for partnering with key community stakeholders to further the vision for the public art program;
- Analysis of current public art funding sources and recommended additional models and opportunities for arts funding;
- Recommendations for documenting and archiving existing public art inventory, including private art installations and artwork installed under the Art In Public Places program;
- Strategies for the preservation of accessible space in private and public developments for public art installations;
- Identification of sites for future permanent and/or temporary public art projects;
- Strategies for ongoing community engagement and outreach, taking into account the City's limited resources;
- Clear and feasible goals and implementation strategies that take into account the City's available resources, and include short and long-term initiatives, estimated budget and costs, and implementation dates;

Provide electronic copies of the completed Master Plan, as well as electronic copies of all accompanying supplemental materials in a format to be determined by the City.

Participate in up to three working sessions with the Cultural Arts Commission, and a final presentation of the Public Art Master Plan to the Cultural Arts Commission and the Redlands City Council, including preparation of presentation materials (PowerPoint presentation, information boards, handouts, etc.).

Deliverables:

- Workplan and Schedule
- Communications Plan
- Cultural Arts Commission overview of process, roles, and responsibilities
- Community engagement strategy and schedule
- Community workshops (summarized in draft form)
- Stakeholder interviews and discussion groups (summarized in draft form)
- Community survey report
- Cultural Asset inventory and maps; City to assist with GIS mapping
- Creative economy analysis
- Best Practices summary
- Draft Master Plan including summary of engagement and research findings
- Revised final draft master plan, including implementation plan
- Presentation materials for the master plan

EXHIBIT "B"
PROJECT SCHEDULE

- | | |
|---|------------|
| • Project Initiation & Background Research | Months 1-2 |
| • Site Visit #1 (3-day onsite visit)
Project Start-up and Initial Community Engagement | Month 3 |
| • Interim Activities | Months 4-5 |
| • Site Visit #2 (3-day onsite visit)
Continued Stakeholder and Community Engagement | Month 6 |
| • Interim Activities | Months 7-9 |
| • Site Visit #3 (2-day onsite visit)
Draft Arts and Culture Strategic Master Plan | Month 10 |
| Interim Activities | Month 11 |
| • Site Visit #4 (1 day)
Plan Adoptions | Month 12 |
| Post-Adoption Assistant | Six Months |

EXHIBIT "C"
Fee Schedule

	CPG		Kearns & West		Arts Connection
	Partner	Partner	Director	Associate	Executive Director
Hourly Rate	\$220	\$220	\$210	\$160	
Consultant Fees	\$34,320	\$36,520	\$11,970	\$15,680	\$5,000
Direct Costs			\$1,200		
Contingency	\$1,000				
Travel Expenses	\$8,266				

EXHIBIT "D"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- (b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

 X I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

 I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

THE CULTURAL PLANNING GROUP, LLC

By: David Plettner-Saunders
David Plettner-Saunders, Partner

Date: March 21, 2024



City Council Meeting

F. 10.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Approve the use of city resources and the request for in-kind support in the amount of \$43,875.54 related to the Run Through Redlands event hosted on March 1, 2026, by the Kiwanis Club; authorize the sale and consumption of alcohol and approve temporary street closures related to the event; and determine that the event is categorically exempt from environmental review pursuant to Section 15311(c) of the State's guidelines implementing the California Environmental Quality Act (Facilities and Community Services Director Crocker)

MOTION(S):

If the City Council desires to provide in-kind support for this event, the following motions are provided:

1. I move that the City Council determine that the approval of the event is exempt from environmental review pursuant to Section 15311(c) of the State's guidelines implementing the California Environmental Quality Act;
2. I move to authorize and approve the expenditure of city resources and in-kind support in the amount of \$43,875.54; and
3. I move to authorize and approve the temporary street closures and the sale and consumption of alcohol detailed in the staff report for the Run Through Redlands event, which will be held on March 1, 2026.

RECOMMENDATION:

Staff recommends that the City Council direct staff accordingly regarding the request for in-kind support and the temporary street closures. Staff further recommends City Council determine that authorization for items related to the Run Through Redlands event is exempt from environmental review pursuant to Section 15311(c) of the State's guidelines implementing the California Environmental Quality Act (CEQA).

DISCUSSION:

The Facilities and Community Services Department manages the administration and issuance of permits for special events held in public areas of the City. Upon the issuance of a special event permit, the event may take place contingent on the event organizer paying the required fees. However, the City recognizes the value of partnering with non-profit agencies and organizations to provide services beneficial to the community. In an effort to support programs that provide a community benefit, the City Council will, from time to time, consider the authorization of in-kind support including the use of City equipment, staff, and facilities for special events.

The Kiwanis Club of Redlands is preparing its annual Run Through Redlands event, scheduled to take place on March 1, 2026, from 5:00 a.m. to 2:00 p.m., with the race starting at 7:00 am. The anticipated attendance for the Run Through Redlands event is approximately 2,650 attendees. The Kiwanis Club of Redlands is also requesting in-kind support totaling \$43,875.54 for the street closure related to this event. The Kiwanis Club of Redlands is a registered 501(c) non-profit organization operating out of the City of Redlands. The City Council has approved similar requests for past events.

The Kiwanis Club of Redlands has reserved Smiley Park from Friday, February 27, 2026, through Sunday, March 1, 2026, for the annual Run Through Redlands event. Race registration and bib pickup will take place on February 27 and 28. On March 1, 2026, three races will be held; the 10K beginning at 7:00 a.m., the half-marathon beginning at 7:20 a.m., and the 5K beginning at 7:45 a.m.

The Kiwanis Club of Redlands has submitted a request for approval to temporarily close specific streets in the downtown area on Sunday, March 1, 2026, to accommodate the event.

The requested street closure location and times are as follows:

- Please see the attached event map for all related closures.

To accommodate set up and clean up, these street closures will remain in effect between 6:00 a.m. and 3:00 p.m on Sunday, March 1, 2026.

Additionally, The Kiwanis Club of Redlands is requesting in-kind support in the amount of \$43,875.54 for departmental resources, including Police and Facilities and Community Services (FCS) personnel. Per the foundations application, they anticipate 2,650 attendees, with participation from more than 20 vendors.

Previously, the City Council approved \$41,744.00 in in-kind support for last year's Run Through Redlands event, which was held on Sunday, March 2, 2025. The Kiwanis Club of Redlands envisions this year's event as a

community-centered gathering that promotes Downtown Redlands businesses, boosts local economic activity, and provides a healthy, family-friendly experience for residents.

The event is exempt from the requirements of the California Environmental Quality Act's guidelines pursuant to Section 15311(c). Section 15311(c), Accessory Structures Class 11 facilities, consists of the construction or replacement of minor structure accessory to existing commercial, industrial, or institutional facilities, including placement of seasonal or temporary use items such as mobile food units, portable restrooms or similar items in generally the same locations from time to time in publicly owned parks or other facilities designed for public use.

ALTERNATIVES:

The City Council may elect to deny the request for in-kind support, deny the request for temporary street closure, deny the sale and consumption of alcoholic beverages and direct staff accordingly.

STRATEGIC PLAN:

Priority A - Quality of Life, Beautification, Arts and Culture.

SUBMITTED BY:

Tabitha Crocker, Facilities and Community Services Department Director

REVIEWED BY:

Charles M. Duggan Jr., City Manager

Yvette M. Abich Garcia, City Attorney

Janice McConnell, Assistant City Manager

Christopher Boatman, Assistant City Manager

Danielle Garcia, Management Services/Finance Director

PREPARED BY:

Jaclyn Ramirez, Administrative Assistant II

Fiscal Impact

Fiscal Year: 2025/26
Revenue Generating: Y
Appropriation Required Y/N: N
Amount: \$43,875.54
Budgeted Y/N: N

Discussion:

Please see the "Fiscal Impact" attachment for reference.

Attachments

Special Event Application
In-Kind Request
Event Route Map
Verification of Non-Profit
ABC Permit
Street Closure Permit
Fiscal Impact



City of Redlands
35 Cajon Street, Ste. 222
Redlands, CA 92373
(909) 798-7655 ext 3

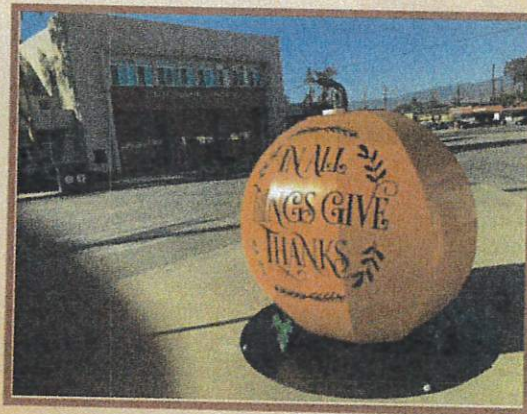
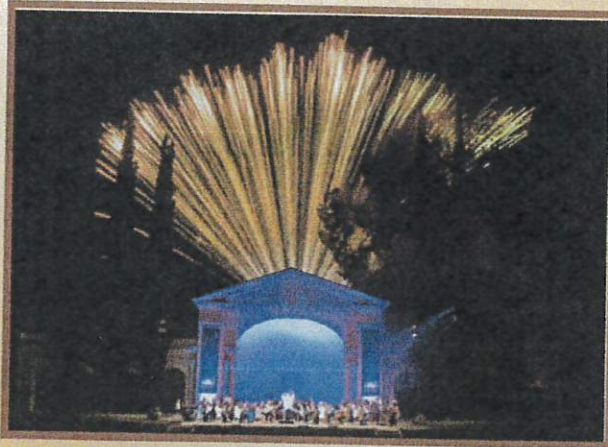
SPECIAL EVENTS PERMIT APPLICATION

EVENT: Run Through Redlands

ORGANIZER: The Kiwanis Club of Redlands

Date of Event: 03/01/26

Date Submitted: 10/20/25



NOTICE TO PERMIT APPLICANT

- Completed Special Event Permit Applications **must** be submitted to the Facilities & Community Services Department a **minimum of four (4) months prior** to the date the event is scheduled to begin.
- All forms in this application package that are relevant to your event must be complete and submitted together in order to be considered.
- Applicants must conform to all requirements for maintaining liability insurance.
- Incomplete applications or applications submitted past the deadline are subject to denial of request to hold event.

SUMMARY OF EVENT

Event Title RUNT THROUGH REDLANDS

Description 5K, 10K, 1/2 MARATHON RUN ON 03/01

02/27 SET UP OF REGISTRATION ARE

02/28 REGISTRATION AND PACKET PI

03.10 RACE DAY LATE REGISTRATI

Date/Time

Setup	Date <u>02/27/26</u>	Time <u>2 PM</u>	Location(s) <u>IN FRONT C</u>
Event Starts	Date <u>02/28 AND 03/01</u>	Time <u>8AM AND 5 AM</u>	Location(s) _____
Event Ends	Date <u>03/01</u>	Time <u>2 PM</u>	Location(s) <u>ALL</u>
Dismantle	Date _____	Time _____	Location(s) _____

*Submit a Site Plan for each venue listed

Anticipated

Attendance: Total 2500 Per Day N/A

Anticipated

Participants: Total 2650 Per Day DEPENDS

CONTACTS Person(s) or Agent(s) responsible for and authorized to represent this event on all matters:

	<u>Primary Contact:</u>	<u>Secondary Contact</u>
Name:		<u>TINA MARIE GOODWIN</u>
Address:		
City, State, Zip		
Phone:		
Email:		

Name of Organization: THE KIWANIS CLUB OF REDLANDS

Is it Non-Profit? YES

Tax I.D. #: _____

- | | | |
|----------------------------------|----------------------------------|--|
| <input checked="" type="radio"/> | <input type="radio"/> | Is this an annual event? How many years have you been holding this event? <u>42</u> |
| <input checked="" type="radio"/> | <input type="radio"/> | Street Closure(s) requested? If yes, please complete Street Closure Permit Application and Barricade Rental Form in Appendix A |
| <input type="radio"/> | <input checked="" type="radio"/> | Does this event involve a parade? Please complete Parade/Public Assemblies Permit Application form in Appendix A |
| <input checked="" type="radio"/> | <input type="radio"/> | Will you be serving alcohol? If yes, please complete <u>both</u> Alcohol Permit forms in Appendix A |
| <input type="radio"/> | <input checked="" type="radio"/> | Are you requesting use of the Prospect Park Sign? If yes, please complete the Sign Request form in Appendix A |
| <input type="radio"/> | <input checked="" type="radio"/> | Are you requesting use of the City Stage? If yes, please complete the Show Mobile Rental form in Appendix A |
| <input type="radio"/> | <input checked="" type="radio"/> | Vendor(s)? If yes please complete the Vendor List in Appendix A. |

SITE PLAN

Your event site plan/route map should include but not be limited to:

- An outline of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area. If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures.
- The location of fencing, barriers and/or barricades. Indicate any removable fencing for emergency access.
- The provision of minimum twenty foot (20') emergency access lanes throughout the event venue. *see below*
- The location of first aid facilities and ambulances.
- The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, beer gardens, cooking areas, trash containers and dumpsters, and other temporary structures.
- A detail or close-up of the food booth and cooking area configuration including booth identification of all vendors cooking with flammable gases or barbecue grills
- Generator locations and/or source of electricity.
- Placement of vehicles and/or trailers.
- Exit locations for outdoor events that are fenced and/or locations within tents and tent structures.
- Identification of all event components that meet accessibility standards.
- A parking and/or shuttle plan for events that are likely to exceed parking lot capacity of the space you are using.
- Other related event components not listed above.

TIMELINE

Please provide a narrative and timeline of your event. You may provide this information as an attachment if necessary.

HOUR	ACTION
	FENCING AROUND BEER GARDEN
	FENCING AROUND JUICE/WATER BOOTH FOR RUNNERS
	FENCING ALONG PAKI O EUREKA AT THE BOUL FOR FINISH LINE
	FENCING TO OUTLINE THE AREA FOR THE KINDERDASH

SECURITY PLAN

YES NO

- Have you hired a licensed professional security company to develop and manage your event's security plan? If yes, you are required to provide a copy of the security company's valid Private Patrol Operator's License issued by the State of California.

Security Organization _____

Address Street _____

City _____ State _____ Zip _____

Telephone Day _____ Evening _____ Fax _____ Pager/Cellular _____

Private Patrol Operator License# _____

Please describe your security plan including crowd control, internal security or venue safety, or attach the plan to this application. _____

MEDICAL PLAN

Any event that has physical activity or is a race and has above 50 people requires a medical plan.

YES NO

- Have you hired a licensed professional emergency medical services provider to develop and manage your event's medical plan?

If yes, please list: _____

Medical Services Provider _____

MISSION PEDIATRICS DR. TIMOTHY WATSON: 114 VINE ST.

Address Street _____

City REDLANDS State CA Zip 92373

Telephone Day 951-779-1670 Evening _____ Fax _____ Pager/Cellular _____

Please describe your medical plan including your communications plan, the number, certification levels (MD, RN, Paramedic, EMT) and types of resources that will be at your event and the manner in which they will be managed and deployed. Your plan should include hours of setup and dismantle of medical aid areas. You may attach the plan to this application if necessary.

FIRST AID BOOTH AT REDALNDS BOWL. ALL 911 CALLS GO TOR RFD ON DUTY PERSONNEL

ACCESSIBILITY PLAN

This checklist is intended to serve as a planning guideline and may not be inclusive of all City, County, State and Federal access requirements. You may attach more detailed information if necessary.

YES NO

- Will there be a Clear Path of Travel throughout your event venue? Please describe SEE ATTACHED COURSE MAPS
- Have you developed a Disabled Parking and/or Transportation Plan (including the use of public transportation or shuttle services) for your event? Please describe PROVIDED BY CITY STREETS OR CITY PUBLIC PARKING LOTS
- Will a minimum of 10% of portable rest rooms at your event be accessible? Please describe 4 WILL BE AVAILABLE OVER THE EVENT AREA
- Will all food, beverage and vending areas be accessible? Please describe ALONG THE BOWL WALKWAY
- Will all signage be provided in highly contrasting colors and placed so pedestrian flow will not obstruct its visibility? Please describe YES AND THROUGH RACE MARSHALS ALONG THE RACE ROUTE
- If telephones are provided, will at least one telephone at each phone bank have a volume control and is hearing aid compatible? Please describe _____
- If an information center is provided at your event will customer service representatives be available to assist disabled individuals? Please describe _____
- If all areas of your event venue cannot be made accessible will maps or programs be made available to show the location of accessible rest rooms, parking, phones (if any), drinking fountains, and first aid stations? Please describe COURSE MAPS, PARKING GUIDE AVAILABLE AT THE REGISTRATION AREA ON SAT AND SUN

RESTROOM FACILITIES PLAN

You are required to provide portable rest room facilities at your event, unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event. Indicate on your timeline when portable toilets will be set up.

Yes No

- Do you plan to provide portable rest room facilities at your event?

If yes: Total number of portable toilets 40 PLUS 4 ACCESSIBLE

If no: Please explain: _____

Rest Room Company NOT YET DECIDED

Address Street _____

City _____ State _____ Zip _____

Telephone Day _____ Evening _____ Fax _____ Pager/Cellular _____

LIST OF VENDORS

Please provide a list of vendors, what they are there for and their business license numbers. Keep in mind that this list of vendors cannot change after the event has been approved. All must have a Redlands business license in order to participate with your event. If you need more entries, please attach a list with the same information to your event package. Vendors include all businesses either performing a service or selling at your event. All food concessioners must meet the San Bernardino Counties Department of Public Health Food Handler's and Fire Suppression requirements.

Yes No

- Will items or services be sold at your event?
- Will you have some education only (not selling a product or service) booths?
- Will items or services sold at your event present unique liability issues (e.g. massage, etc.)?
- Does your event include food concession and/or preparation areas?
- Do you intend to cook food in the event area?

If yes, please specify method:

- Gas
- Electric
- Charcoal
- Other (specify) _____

VENDOR	SERVICE THEY ARE PROVIDING	REDLANDS BUSINESS LICENSE NUMBER	EDUCATIONAL INFORMATION ONLY? (Y/N)

ENTERTAINMENT PLAN

YES NO

- Are there any musical entertainment features related to your event?

If yes, complete the following information or provide an attachment listing all bands/performers, type of music, sound check and performance schedule.

Number of Stages _____

Number of Performers/Bands _____

Performer/Band name and music type _____

- Will sound checks be conducted prior to the event?

If yes, Start time _____ Finish time _____

- Will sound amplification be used?

If yes, Start time 0800 Finish time 1230 PM

- Do you plan to have a patron dance component to either live or recorded music at your event?

If yes, please describe _____

- Please describe the sound equipment that will be used for your event Microphone and Speaker

- Will inflatables, such as jumpers, or similar devices be used at your event?

If yes, please describe _____

- Does your event include the use of fireworks, rockets, lasers, or other pyrotechnics?

If yes, please fill out a fireworks permit also located in this packet.

If yes, please describe _____

- Will your event include the use of any signs, banners, decorations, or special lighting?

If yes, please describe SPONSOR BANNERS ON EUREKA AT FINISH LINE

- Will there be massage activities at your event? If yes, please describe _____

POST RACE massage for runners

- Do your event plans include any, drawings or raffle opportunities?

If yes, please describe _____

ALCOHOL

Please Note: You will need to have your alcohol permit approved by Redlands city council prior to your event. A copy of your Alcohol license will be needed after city council approval, before the event.

Yes No

- Does your event involve the use of alcoholic beverages?

If yes, please check all that apply:

- Free/Host Alcohol
 Alcohol Sales
 Host and Sale Alcohol
 Beer
 Beer and Wine
 Beer, Wine and Distilled Spirits

Please describe your security plan to ensure the safe sale or distribution of alcohol at your event. _____

FENCED AREA ON THE GRASS AREA AT THE SOUTH -EAST SIDE OF THE BOWL. NO ONE UNDER 21 ALLOWED INSIDE THE AREA, ALL IDs ARE CHECKED
RPD IS ON DUTY

MITIGATION OF IMPACT

YES NO

- Have you met with the residents, businesses, places of worship, schools and other entities that may be directly impacted by your event? If yes, please attach a complete list of these entities.

If no, please explain _____

- Do you have a sample of the notice that you propose to distribute two weeks prior to your event? If yes, please attach.

If no, please explain _____ NOTICES WILL BE ON SOCIAL MEDIA, NEWS PAPER ADS AND STREET BANNERS.

MARKETING AND PUBLIC RELATIONS

Yes No

- Will this event be marketed, promoted, or advertised in anymanner?

f yes, please describe MAILERS, SOCIAL MEDIA, BANNERS, POSTERS, NEWSPAPER ADS AND SIGNS

- Will there by live media coverage during the event?

f yes, please describe _____

- Will media vehicles be parked within the event venue?

f yes, please describe safety plan _____

- Do you have a plan to control or limit the placement and/or distribution of promotional signage, stickers, and other items?

f yes, please describe WE ONLY PLACE SIGNS IN PUBLIC AREAS AND WE REMOVE THEM AFTER THE RACE. WE DO NOT BUSINESSES APPROVE THE POSTING OF POSTERS AT THEIR SITE.

INSURANCE REQUIREMENTS

Regardless of the event you are required to have insurance that indemnifies the city of Redlands listing the location date and time.

Name of Insurance Agency HYANT-INDIANAPOLIS

Address Street 10401 NORTH MERIDIAN ST. SUITE 200

City INDIANAPOLIS State IN Zip 46290

Telephone Day 317-817-5172

Evening _____

Fax _____

Pager/Cellular _____

Contact Name LISA CHRISTIANSON

Policy Type A CERTIFICATE OF INSURANCE HAS BEEN REQUESTED AND

Policy Amount WILL BE FORWARDED TO YOU

Policy Number _____

AFFIDAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the Redlands Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager or the City Manager's designee. Applicant agrees to comply will all other requirements of the City, County, State, Federal Government, and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. In the event that a possessory interest subject to property taxation is created by virtue of this use permit, I agree to pay all possessory interest taxes and the City shall not be liable for the payment of such taxes I further agree that the payment of any such taxes shall not reduce any consideration paid to the City pursuant to this use permit. I agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Redlands.

Print Name of Applicant/Host Organization THE KIWANIS CLUB OF REDLAND

Title STEERING COMMITTEE MEMBER

Signature *Wanda Johnson*

Date 10/19/25

Print Name of Professional Event Organizer N/A

Title _____

Signature _____

Date _____



City of Redlands

In-Kind Support Request

Event Name:

Event Date(s): Location(s):

Rain Out Date: Beginning Time: End Time:

Describe Your Request:

This completed form with all supporting documentation shall be submitted a minimum of 60 days prior to the scheduled event. Additional information may be attached to this application form, as needed.

Use of grassy areas in front of the library for registration and packet pick up on 02/28 and 3/1; Set up on 2/27
 Use of designated streets
 Use of Redlands Bowl grassy area along Eureka and Lincoln Shrine grassy

Select and Describe All City Provided Services That May Apply to Your Request :

- Traffic (Personnel, equipment, cones, barricades, no-parking)
- Police (Public Safety Personnel)
- Fire (Paramedics, Inspectors)
- Parks (Cleanup Personnel, Ball Field Lights)
- Facility

Refuse/Recycling (Event Receptacles, Roll-Off Service) acquired by Event Organizers through Redlands Customer Service

Section 13.65 of the Redlands Municipal Code requires that events that serve more than 2,000 individuals per day will be required to submit for review and approval a Large Venue Recycling Plan. The Quality of Life Department may require smaller events to comply with City recycling practices as a condition of waiving fees.

Other

Group/Organization Name:

Is your Group/Organization a Registered Non-Profit: Yes No Non-Profit Federal Tax ID Number:

Does your Group/Organization Presently Have Liability Insurance? Yes No *Please be advised that depending upon your request, you may be required to provide proof of insurance coverage in an amount determined by the City and naming the City as an additional insured.*

Has your Group/Organization received fee waivers from the City in the past?

Primary Contact Name & Title:

Mailing Address:

Phone Number: E-Mail Address:

As a part of our commitment to fiscal responsibility, the City of Redlands gathers data associated with the economic and social benefits associated with in-kind support. Please provide estimates, as applicable, for your event.

Positive outcomes for your organization from this

Sponsoring a healthy family event in the City. Allows the club to financially help multiple non-profits, the City and the School District in their endeavors. Increases the visibility of the work that Kiwanis does in this community.

Describe what economic benefit and impact this event will bring to the City:

Advertise community activity in Redlands to surrounding areas. We have local runners and out of state runners. These runners support local hotels, restaurants and other local businesses and the vendors at the race.

In April 2002, the City Council adopted Resolution No. 6038, which encourages groups or organizations requesting in-kind support from the City to use local businesses when procuring goods and services associated with the event. Receipts will need to be submitted through a follow up form. Failure to submit post event documentation (within 15 days) may affect future requests.

	Proposed Event	Previous Event Actuals	Vendors
Attendance: Redlands Residents	2000	1700	
Attendance: Non-Residents	500	300	
Food & Beverage Sales	\$300 (beer)	\$300 (beer)	
Merchandise Sales	None	None	
Ticket/Entrance Fees	70,000	70,000	
Other	40,000 (sponsors)	40,000(sponsors)	
Total Revenue	\$110,300	4110,300	

I certify that all statements on this application are true and complete to the best of my knowledge.

Signature:

Title:

Please Print Your Name:

Date:

To Be Completed by the City of Redlands

Date Received:

Received By:

Notes:

City Manager Approval:

City Council Approval:



KIWANIS CLUB OF REDLANDS K00749

EIN: | United States

Other Names

KIWANIS CLUB OF REDLANDS

Copies of Returns (990, 990-EZ, 990-PF, 990-T)

Electronic copies (images) of Forms 990, 990-EZ, 990-PF or 990-T returns filed with the IRS by charities and non-profits.

✓ Tax Year 2022 Form 990EO

✓ Tax Year 2021 Form 990EO

✓ Tax Year 2019 Form 990EO

✓ Tax Year 2018 Form 990EO

✓ Tax Year 2017 Form 990EO

✓ Tax Year 2016 Form 990EO

DAILY LICENSE APPLICATION

Complete all applicable items. Submit this application to your local ABC District Office with the required fee payable to ABC. To determine fee(s) due, visit <https://www.abc.ca.gov/licensing/license-fees>. Once the daily license is issued, fees cannot be refunded. Listing of ABC District Office is available at <https://www.abc.ca.gov/contact/>. Please visit <https://www.abc.ca.gov/abc-221-instructions/> for further instructions.

ABC USE ONLY		
License #	Receipt #	Fee \$
Conditions Requested <input type="checkbox"/> Yes <input type="checkbox"/> No		Diagram Requested <input type="checkbox"/> Yes <input type="checkbox"/> No
License Type <input type="checkbox"/> B & W <input type="checkbox"/> General <input type="checkbox"/> Special		

SECTION 1. ORGANIZATION AND LICENSE TYPE INFORMATION

Organization Name Kiwanis Club of Redlands	Tax ID [REDACTED]
Organization Mailing Address PO Box 1102	

LICENSE TYPE

<input type="checkbox"/> Special Daily Beer and Wine <input type="checkbox"/> Amateur Sports Organization <input checked="" type="checkbox"/> Charitable <input type="checkbox"/> Civic <input type="checkbox"/> Cultural <input type="checkbox"/> Fraternal <input type="checkbox"/> Political <input type="checkbox"/> Religious <input type="checkbox"/> Social <input type="checkbox"/> Other:	<input type="checkbox"/> Daily General <input type="checkbox"/> Political Party/Affiliate Supporting Candidate for Public Office or Ballot Measure <input type="checkbox"/> Organization Formed for Specific Charitable or Civic Purpose <input type="checkbox"/> Fraternal Organization in Existence over Five Years with Regular Membership <input type="checkbox"/> Religious Organization <input type="checkbox"/> Vessel per Section 24045.10 B&P (\$50.00)	<input type="checkbox"/> Special Temporary License <input type="checkbox"/> Television Station per Section 24045.2 or 24045.9 B&P <input type="checkbox"/> Non-profit Corporation per Section 24045.4 and 24045.6 B&P <input type="checkbox"/> Person conducting Estate Wine Sale per Section 24045.8 B&P <input type="checkbox"/> Women's Educational and Charitable Organization per Section 24045.3 B&P <input type="checkbox"/> Other Special Temporary License Per Section: License #: _____ Amount: _____
--	--	--

SECTION 2. EVENT DETAILS

Event Dates march 1, 2026	Total # of Days 1	Hours of Alcoholic Beverage Sales, Service and/or consumption 7 am To 2 pm	Virtual Event <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Mark Yes, if the event is 100% virtual</i>
Event Address (Street #, name, and city) 25 Grant Street Redlands CA		Event Location Description (Jones Park, Pavillion A, etc.) Redlands Bowl	Location Within the City Limit <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Event Type <input type="checkbox"/> Barbeque <input type="checkbox"/> Dinner <input checked="" type="checkbox"/> Sporting Event <input type="checkbox"/> Birthday <input type="checkbox"/> Festival <input type="checkbox"/> Social Gathering <input type="checkbox"/> Concert <input type="checkbox"/> Lunch <input type="checkbox"/> Wedding <input type="checkbox"/> Carnival <input type="checkbox"/> Mixer <input type="checkbox"/> Other: <input type="checkbox"/> Dance <input type="checkbox"/> Picnic		Type of Entertainment None	Event Open to Public <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Estimated Attendance 2000		Security Guard If Yes, how many <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Redlands Police Present	Outdoor Event <input checked="" type="checkbox"/> Yes* <i>*If Yes, a diagram of the event area is required</i> <input type="checkbox"/> No

REQUIRED

By checking this box, you are certifying that you understand the requirements detailed in Business and Professions (B&P) Code Section 25682(c) which state that a nonprofit organization that has obtained a temporary daily license from the department must designate a person(s) to receive RBS training certification prior to the event, and that designated person(s) shall remain onsite for the duration of the event.

SECTION 3. CONTACT INFORMATION

Contact Person Donna Ferracone	Phone Number [REDACTED]	Email Address [REDACTED]
--	----------------------------	-----------------------------

SECTION 4. SIGNATURES AND APPROVALS

I attest that I am authorized by the organization named above to make this application on its behalf.

Organization's Authorized Representative Name Tina Marie Goodwin	Phone Number 909 913 0102	Signature <i>Tina Marie Goodwin</i>	Date Signed 10/22/2025
Property Owner Approval By (Name) Required Tabitha Crocker	Phone Number 909.798.7655	Signature <i>Tabitha Crocker</i>	Date Signed 10/28/25
Law Enforcement Approval By (Name), If applicable Ryan Steinhilber	Phone Number 909 647 8165	Signature <i>Ryan Steinhilber</i>	Date Signed 10/3/25
District Office Approval By (Name)	Phone Number	ABC Employee Signature	Issuance Date

The above named organization is hereby licensed, pursuant to the California B&P Code Division 9 and California Code of Regulations, to engage in the temporary sale of alcoholic beverages for consumption at the abovenamed location for the period authorized above. B&P Code Section 25682(c) requires that a designated RBS-trained person(s) shall remain on site for the duration of the event. Failure to comply with this requirement will result in immediate cancellation of the permit. **This license may be revoked summarily by the Department if, in the opinion of the Department and/or the local law enforcement agency, it is necessary to protect the safety, welfare, health, peace and morals of the people of the State.**

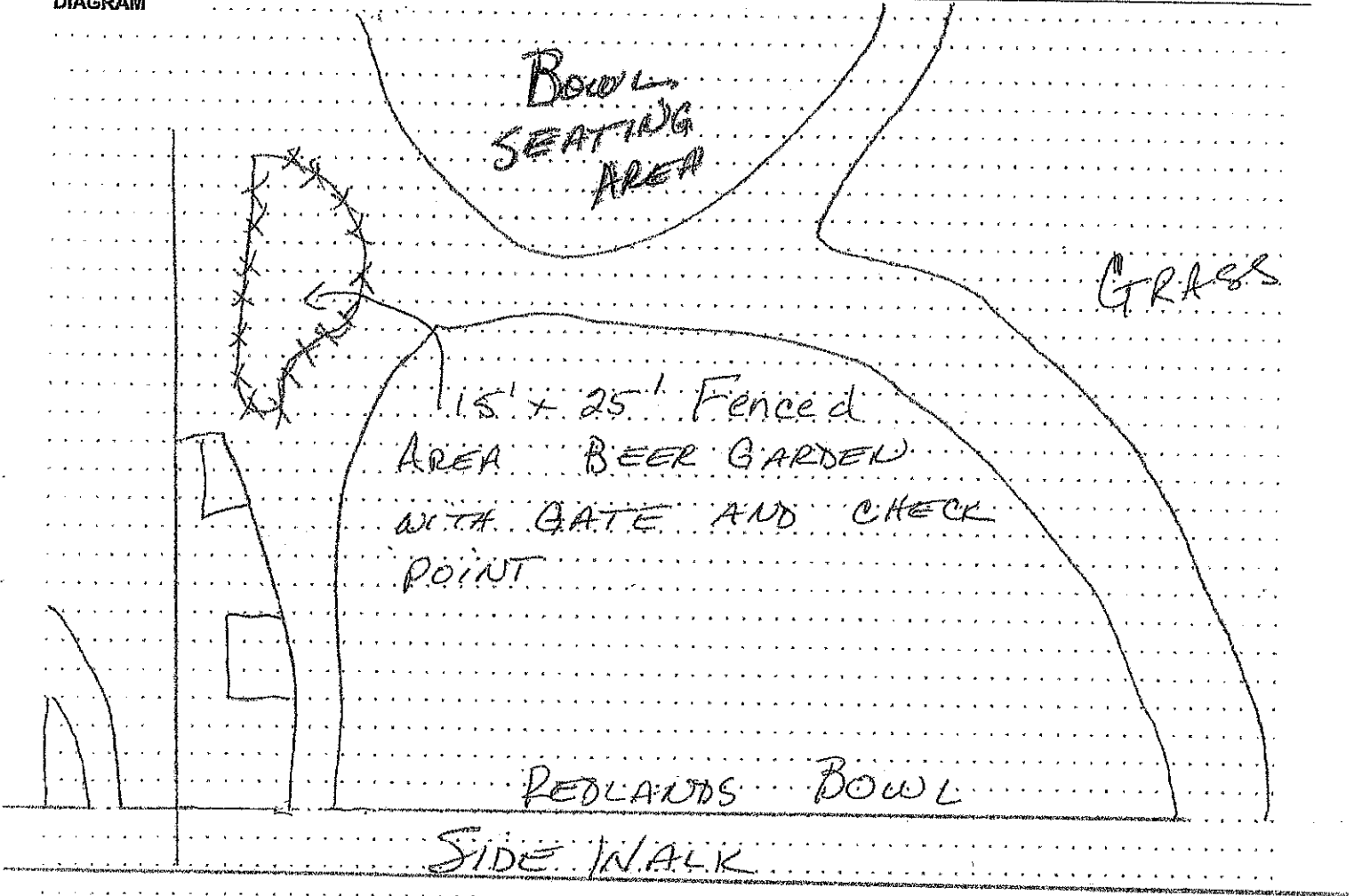
SUPPLEMENTAL DIAGRAM

Instructions to Applicant:

Draw a sketch of the area on which the licensed premises is or will be located. Show adjacent structures and nearest cross streets. *If this is an event for a daily license, catering authorization, event authorization or miscellaneous use, show the area where sales and consumption of alcoholic beverages will occur. Post a copy of this diagram with Daily License, Catering Authorization or Event Authorization where the event is held. Sales and consumption of alcoholic beverages must be confined to the area designated in the diagram and supervised to prevent violations of the Alcoholic Beverage Control Act.*

1. APPLICANT NAME (Last, first, middle) The Kiwanis Club of Redlands	2. LICENSE TYPE Special Daily
3. PREMISES ADDRESS (Street number and name, city, zip code) 35 Grant St. Redlands, CA 92373	4. NEAREST CROSS STREET Brookside

DIAGRAM



I have read the above instructions and I declare under penalty of perjury that the above diagram is true and correct.

APPLICANT SIGNATURE <i>Donna Ferracane</i>	DATE SIGNED <i>10/22/04</i>
---	--------------------------------

FOR ABC USE ONLY

CERTIFIED CORRECT (Signature)	PRINTED NAME	INSPECTION DATE
-------------------------------	--------------	-----------------

CITY OF REDLANDS
APPLICATION REQUESTING AUTHORIZATION TO SERVE ALCOHOL

TYPE/NAME OF EVENT: RUN THROUGH REDLANDS
DATE OF EVENT: 03/01/26 HOURS: 7AM TO 2 PM
LOCATION: REDLANDS BOWL

APPLICANT'S INFORMATION:

INDIVIDUAL/ORGANIZATION NAME: KIWANIS CLUB OF REDLANDS
CONTACT PERSON: DONNA FERRACONE PHONE: [REDACTED]
EMAIL: [REDACTED] ADDRESS: [REDACTED]

EVENT INFORMATION:

ARE FEES BEING CHARGED FOR EVENT? YES NO PRICE: _____
ARE FEES BEING CHARGED FOR ALCOHOL? YES NO PRICE: \$5.00
TYPE OF ALCOHOL BEING SERVED: BEER WINE DISTILLED SPIRITS

RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO SUE

I, the undersigned, representing The Kiwanis Club of Redlands and in consideration of being permitted to conduct the Event, agree that the members/participants of The Run Through Redlands shall defend, indemnify and hold harmless the City of Redlands, its elected officials, officers, boards, commissions, agents and employees from and against any and all claims, demands, actions, suits, damages, liabilities and judgments of every kind and nature and regardless of the merit of the same, arising out of the use of City of Redlands' facilities.

The members/participants of The Kiwanis Club of Redlands hereby release, discharge and agree not to sue the City of Redlands for any injury, death or damages to or loss of property arising out of or in connection with this event from whatever cause.

I HAVE CAREFULLY READ THIS RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO USE AND FULLY UNDERSTAND ITS CONTENTS. I REPRESENT I HAVE THE FULL AUTHORITY TO EXECUTE THIS FULL RELEASE OF LIABILITY ON BEHALF OF THE MEMBERS/PARTICIPANTS OF The Kiwanis Club of Redlands AND THAT I HAVE SIGNED THIS AGREEMENT ON:

Date: 10/22/25 Signature: *Donna Ferracone*

AUTHORIZATION

Pursuant to the use of alcohol within the City property noted above, the City of Redlands grants you permission to do so with the following conditions set forth by the City Council:

ALCOHOL RELATED TO PARKS:

Redlands Municipal Code, Section 12.44.270 does allow, pursuant to a written permit from the Quality of Life Director, a person or persons to drink or consume alcoholic beverages in public parks, only in enclosed public areas as defined by resolution of the City Council. Any other locations within the City's property requires the City Council approval and designation of the place for the sale and consumption thereof.

Tape or fencing of some kind shall be used for setting off the area for which the alcoholic beverages are served and consumed. Alcohol sales and distribution shall cease one hour prior to end of the event unless otherwise directed by RPD or ABC office.

ALCOHOL RELATED TO AIRPORT:

12.56.090: USE OF INTOXICATING LIQUOR OR DRUGS: No person shall operate or assist in the operation of any aircraft while under the influence of, or using, any intoxicating liquor or habit forming or hallucinatory or narcotic drug. No alcoholic beverage may be consumed or sold on the airport unless the city council shall have approved and designated the place for the sale and consumption thereof.

APPROVED: _____ DATE: _____ DENIED: _____ DATE: _____

CITY COUNCIL DATE (if applicable): _____



Event: Run THROUGH Redlands Date: 10/19/03/01/26

PERMIT TO CLOSE STREET FOR SOCIAL EVENT(S)

Permission to close a street for an event is subject to the following requirements:

1. Street Closure Diagram MUST be attached. (Failure to submit diagram will result in non-issuance of permit).
2. Event Flyer or Event Description MUST be attached. (Failure to submit flyer or event description will result in non-issuance of permit).
3. Applicant MUST provide insurance coverage per City's requirements (see reverse)
4. Written permission from all residents of the effected portion of the street MUST be attached.
5. No tables or other objects shall be placed on the street surface.
6. No alcohol shall be consumed on the street or City right-of-way outside of a permitted area.
7. Temporary No Parking Signs and barricades shall be supplied and posted by City Staff
8. Affected street(s) shall remain accessible for emergency vehicles and local traffic at all times.
9. This permit pertains only to the closing of the street(s). This permit does not relate to the type of activity, noise, or any other aspect of the event. All other applicable and appropriate ordinances and laws apply.

Permission is hereby granted to: Kiwanis Club of Redlands - Run Through Redlands

To close (street names) see attached list

Between (street names) _____

Day & date 3/1/26 Event times - from (time) 6:30 am pm to (time) 12 am pm

Address of Applicant: [Redacted] Phone No: [Redacted]

Signature of Applicant: [Signature] Applicant Name (print): Donna Ferralona

Condition(s); set up & clean up time required: We work closely with the Police Department in planning

Event Description: 5K, 10K, and 1/2 Marathon

FOR OFFICE USE ONLY

This permit must be signed by the Chief of Police in order to be valid.

1. [Signature]
Chief of Police

11/4/25
Date

2. [Signature]
Municipal Utilities & Engineering Department

11/4/25
Date

3. [Signature]
Facilities & Community Services Department

10/28/25
Date

4. [Signature]
Risk Management Division

11/4/25
Date

Street Closure time: From 6 am pm To 3 am pm

Staff Notes:

In anticipation of the City Council's consideration of this request, staff has compiled the following table outlining costs related to fees established by Resolution of the City Council and departmental charges pertaining to personnel and equipment resources necessary for the support of the event. The departmental charges are costs outside of normal City operations that would not be incurred by the City if the special event was not taking place.

Departmental Charges (Personnel & Equipment)	2025-2026 Amount	Type	2024-2025 Amount
Police Personnel ¹	\$40,100.00	Hard Cost	\$38,718.00
Fire Personnel ¹	\$1,881.54	Hard Cost	\$1,132.32
Facilities & Community Services Personnel ¹	\$1,800.00	Hard Cost	\$1,800.00
Personnel & Equipment Subtotal	\$43,781.54		\$41,650.32
Fees Established by City Council Resolution			
Park Reservation	\$94.00	Soft Cost	\$94.00
FCS Equipment	\$0.00	Soft Cost	\$0.00
Fire Equipment	\$0.00	Soft Cost	\$0.00
Fees Subtotal	\$94.00		\$94.00
Total Departmental Charges and Fees	\$43,875.54		\$41,744.32
	\$43,781.54	Hard Cost	\$41,650.32
	\$94.00	Soft Cost	\$94.00
	\$43,875.54	Total	\$41,744.32

¹Personnel costs are calculated conservatively assuming the highest staff cost scenario. Actual costs may vary on the day of the event based on the actual staff present. Actual costs will be confirmed following the event and will be included in a reconciliation report presented to the City Council.

The following table summarizes the total estimated costs associated with the use of City resources and waiver of fees approved for events scheduled during Fiscal Year 2025-26 to date:

TABLE 2: FY 2025-26 Fee Waivers to date

Hard Costs	Soft Costs	Deposits Refunded	Waiver Amount	Net Amount
\$270,675.65	\$19,269.63	\$0.00	\$289,945.28	\$289,945.28



City Council Meeting

F. 11.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Approve first amendments to the agreements with AtWork Personnel Services and waterTALENT for the provision of temporary staffing to increase the total compensation of the agreements (Human Resources/Risk Management Director Meteau)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motions are provided:

1. I move to approve the first amendment to the agreement with AtWork Personnel Services to increase the total compensation by an amount not-to-exceed \$150,000 for the final year of the agreement ending June 30, 2026; and
2. I move to approve the first amendment to the agreement with waterTALENT to increase the total compensation by an amount not-to-exceed \$150,000 for the final year of the agreement ending June 30, 2026.

RECOMMENDATION:

Staff recommends that City Council approve the first amendments to the agreements with AtWork Personnel Services and waterTALENT.

DISCUSSION:

The Human Resources Department contracts with temporary staffing agencies to provide additional staffing due to vacancies, extended leaves of absence, and special projects as needed. In July 2021, the City entered into agreements with AtWork Personnel Services for the provision of temporary staffing for administrative and clerical positions and waterTALENT for the provision of

temporary staffing for certified water and wastewater positions. Due to various staffing needs that have occurred during the current fiscal year, it is necessary to increase the total compensation of these temporary staffing agreements in order to meet the temporary staffing needs of City departments through the end of this fiscal year. Staff is proposing to increase the agreements with AtWork Personnel Services and waterTALENT by an amount not-to-exceed \$150,000 each. Both agreements are due to expire on June 30, 2026. In the next month, the Human Resources Department plans to solicit new proposals for temporary staffing services for the next fiscal year beginning July 1, 2026.

ALTERNATIVES:

N/A

STRATEGIC PLAN:

N/A

SUBMITTED BY:

Robert Meteau, Human Resources/Risk Management Director

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:

Janice McConnell, Assistant City Manager

Yvette , City Attorney

Danielle Garcia, Management Services/Finance Director

Fiscal Impact

Fiscal Year: 2025-26

Appropriation Required Y/N: N

Budgeted Y/N: Y

Discussion:

Costs for temporary staffing will be absorbed in the applicable department's operating budget for FY 2025-26.

Attachments

First Amendment to Agreement with AtWork Personnel Services

First Amendment to Agreement with waterTALENT

FIRST AMENDMENT TO AGREEMENT TO PERFORM PROFESSIONAL SERVICES

This first amendment (“First Amendment”) to the agreement for the provision of temporary staffing services (“Agreement”), dated June 15, 2021 by and between the City of Redlands, a municipal corporation (“City”), and G&M Hire Enterprises, LLC dba AtWork (“Consultant”), is made and entered into this 17th day of February, 2026.

RECITALS

WHEREAS, it is the desire of the City and Consultant to amend their existing Agreement to increase the total compensation of the services;

NOW, THEREFORE, for good and valuable consideration in the receipt of which is hereby acknowledged City and Consultant agree as follows:

AGREEMENT

Section 1. Section 5.1 of the Agreement, entitled “Payments to Consultant,” is hereby amended to read as follows:

“The total compensation for Consultant’s performance of the Services shall not exceed the amount of three hundred thousand dollars (\$300,000) for the period of three years of the Initial Term, and shall not exceed the amount of one hundred thousand dollars (\$100,000) for the first additional one-year renewal option, and shall not exceed the amount of two hundred fifty thousand dollars (\$250,000) for the second additional one-year renewal option, bringing the total compensation payable to an amount not-to-exceed six hundred fifty thousand dollars (\$650,000). City shall pay Consultant on a time and materials basis up to the not to exceed amount in accordance with Exhibit “B” titled “Fee Schedule Title” which is attached hereto and incorporated herein by reference.”

Section 2. All other provisions of the Agreement shall remain unchanged by this First Amendment and in effect.

IN WITNESS WHEREOF, the parties have executed this First Amendment, to be effective as of February 17, 2026.

CITY OF REDLANDS

G&M HIRE ENTERPRISES DBA
ATWORK PERSONNEL SERVICES

Mario Saucedo, Mayor

By: _____
Judy Contreras, Regional Director

ATTEST:

Jeanne Donaldson, City Clerk

FIRST AMENDMENT TO AGREEMENT TO PERFORM PROFESSIONAL SERVICES

This first amendment (“First Amendment”) to the agreement for the provision of temporary staffing services (“Agreement”), dated June 15, 2021 by and between the City of Redlands, a municipal corporation (“City”), and waterTALENT, a limited liability company (“Consultant”), is made and entered into this 17th day of February, 2026.

RECITALS

WHEREAS, it is the desire of the City and Consultant to amend their existing Agreement to increase the total compensation of the services;

NOW, THEREFORE, for good and valuable consideration in the receipt of which is hereby acknowledged City and Consultant agree as follows:

AGREEMENT

Section 1. Section 5.1 of the Agreement, entitled “Payments to Consultant,” is hereby amended to read as follows:

“The total compensation for Consultant’s performance of the Services shall not exceed the amount of three hundred thousand dollars (\$300,000) for the period of three years of the Initial Term, and shall not exceed the amount of one hundred thousand dollars (\$100,000) for the first additional one-year renewal option, and shall not exceed the amount of two hundred fifty thousand dollars (\$250,000) for the second additional one-year renewal option, bringing the total compensation payable to an amount not-to-exceed six hundred fifty thousand dollars (\$650,000). City shall pay Consultant on a time and materials basis up to the not to exceed amount in accordance with Exhibit “B” titled “Fee/Cost Proposal” which is attached hereto and incorporated herein by reference.”

Section 2. All other provisions of the Agreement shall remain unchanged by this First Amendment and in effect.

IN WITNESS WHEREOF, the parties have executed this First Amendment, to be effective as of February 17, 2026.

CITY OF REDLANDS

WATERTALENT

Mario Saucedo, Mayor

By: _____
Tyler Reifert, President

ATTEST:

Jeanne Donaldson, City Clerk



City Council Meeting

G. 1.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Annual Report of the Human Relations Commission by
Commission Chair Ken Ford (Human Resources/Risk Management
Director Meteau)

DISCUSSION:

For this evening's City Council, Commission Chair Ken Ford will be presenting the Human Relations Commission's Annual Report.

SUBMITTED BY:

Janice McConnell, Assistant City Manager

REVIEWED BY:

Charles M. Duggan, Jr., City Manager

PREPARED BY:

Sarah Redinger, Human Resources Analyst

Attachments

2026 Annual HRC Report

2025 Annual Report from Human Relations Commission Chairperson Kenneth Ford:

The year started off with ambitious plans for various events. Early in the year I met with the City Manager's office to clarify our role as a commission.

There were some challenges to quorums for commission meetings, as one commissioner resigned and another was unable to attend due to illness. We have been unable to meet since July due to lack of a quorum.

However, we continued to strive to put programs together to enhance the Redlands community. The commission and its subcommittees have been developing a program to celebrate various cultural holidays. We expect to finalize this program in 2026.

In June, the Human Relations Commission hosted a LGBTQ+ forum with community members as panelists. Questions were submitted by the audience and there were some significant disagreements. However, it was a good opportunity for the community to hear each other's opinions on the LGBTQ+ community in a safe and open environment.

We were able to establish some new community relationships. I was able to represent the Human Relations Commission at the joint Redlands Family Services/Church of Jesus Christ of Latter-day Saints food drive. Together, we collected over 20,000 pounds of food.

Despite the turnover on the commission and sometimes lack of quorums, we were able to carry on. We will have our annual election of officers at our next meeting March meeting. Whether I continue as chairperson will be decided at that meeting. However, I've made a commitment to this commission and I will fulfill it to the end of my current term that I've been selected for.

I believe in the purpose and mission of this commission and I thank the City Council and the City staff for their time and effort assisting us.



City Council Meeting

G. 2.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Annual Report of the Traffic and Parking Commission (Municipal Utilities and Engineering Interim Director Casey)

DISCUSSION:


Chapter 2.48 of the Redlands Municipal Code establishes Traffic and Parking Commission (TPC) appointment protocols, objectives, goals, and reporting requirements. Each year, a TPC Commissioner submits a report to the City Council summarizing the accomplishments of the previous year.

Attachments

Traffic and Parking Commission - 2025 Annual Report

To: Honorable Mayor and Members of the City Council

Via: Charles Duggan, City Manager
Ray Casey, Interim MUED Director

From: Traffic & Parking Commission
Kevin Morningstar, Chair 

Date: January 29, 2026

Subject: Annual Report of the 2025 Traffic & Parking Commission

Each year, the Traffic & Parking Commission (TPC) reports to the City Council on its activities. Because transportation issues directly impact the daily lives of residents, visitors, and the business community, the TPC serves as an important forum for the public to engage with the City regarding road safety and parking access concerns. Working under the professional guidance of City staff, the Commission deliberates on these matters to provide well-considered recommendations for the City Council's final consideration.

Typically, City staff brings at least one major study before the Commission for review each year. In 2025, this work centered on the Engineering & Traffic Survey to revise citywide speed limits. While this study adhered to all formal procedural steps, the process was notably expedited, moving forward with limited analysis of the underlying report's assumptions, data correlation, and outcomes. Public engagement was also minimal; despite two community meetings held in February 2025, only one resident attended in total, and no comments were made during TPC meetings. Furthermore, an inquiry by Commissioners into accident data revealed that the City's current records lack the granularity required for a meaningful evaluation. Given the TPC's history of dedicating months to issues of far less complexity, this review was primarily procedural and highlighted the need for more robust data and improved community outreach in future traffic studies.

2025 Traffic & Parking Commission Members

The TPC is comprised of six community members and one student member who volunteer their time to serve their community. During the 2025 term, the Commission's members included: Carl Davis, Donovan Fox, Vincent Fu (Student Representative), Andrew Hoder (January only – seat vacant remainder of term), Kevin Morningstar (Chair), Patrick Taylor, and Bill Waddell (Vice Chair). The Commission works in collaboration with, and appreciates the support and professional guidance of, MUED Director John Harris, City Engineer Goutam Dobey, and Associate Engineer Johana Silva.

Overview of 2025 Commission Meetings and Action Items

The TPC convened for five regular meetings throughout the year. The Commission took action on every major agenda item, advancing recommendations to City staff and the City Council as appropriate. Highlights of these key matters include:

- **January 23 –**
 - Election of Officers: The Commission held its annual election for Chair and Vice Chair.
 - Engineering and Traffic Survey (E&TS): Received a presentation from RK Engineering Group regarding survey results and a briefing on the impacts of AB 43 (2021).
 - Pedestrian Safety Enhancements: Evaluated intersection prioritization for Rectangular Rapid Flashing Beacons (RRFBs). Following public testimony from the Braemar Co-Op and the Redlands Chamber of Commerce, the Commission recommended that the City Council approve RRFB installations at: Eureka Street (near the Redlands Bowl), Citrus Avenue at 9th Street, Center Street at Michigan Street.
- **March 27 –**
 - 2024 Engineering and Traffic Survey (E&TS): Reviewed the E&TS report and moved to recommend that the City Council approve the proposed citywide speed limit updates.
 - Commission Governance: Noted the City Council's adoption of Ordinance 2974, which amended the Redlands Municipal Code (RMC) regarding the duties and responsibilities of the Traffic & Parking Commission.
- **May 22 –**
 - Sylvan Park Parking Restrictions: Evaluated the implementation of no-parking zones around Sylvan Park. The Commission approved a motion recommending that the City Council establish timed-parking zones on public street segments adjacent to the park.
 - Preferential Residential Parking (Vine Street): Reviewed a proposal for preferential parking permits on Vine Street. This item included a public hearing with testimony from five residents and one business owner. Following the discussion, the Commission directed staff to explore alternative options and return with further recommendations at a subsequent meeting.
 - Garden Hill Drive Through-Traffic Closure: Considered a resident-initiated request to permanently close Garden Hill Drive at Ford Street to address concerns regarding traffic volume, safety, and the preservation of historic infrastructure. The Commission deferred further action, requesting a future update pending the outcome of a Caltrans reclassification request, ongoing traffic enforcement efforts, and an evaluation of existing signage.

- **July 25 –**
 - Traffic Calming (17th Street and Florida Street): Evaluated a resident-initiated request for traffic calming measures at the intersection of 17th and Florida Streets. After reviewing the established criteria, the Commission approved a recommendation for the City Council to implement a stop sign at this location.
 - Vine Street Residential Parking (Follow-up): Continued the discussion regarding preferential parking permits on Vine Street, including additional public testimony. Following a re-evaluation of the area, City staff determined that accommodating the requested permit demand was not feasible without significantly displacing existing users. The Commission remains committed to working with residents and staff to identify potential temporary solutions; consequently, the matter was tabled for further discussion at the next meeting.
- **September 26 –**
 - Vine Street Residential Parking (Third Review): The Commission held a third review of the Vine Street parking issue, incorporating further public comment and a report from the MUED Director. Potential options considered included establishing a preferential parking zone, maintaining the status quo, or amending the Municipal Code to adjust permit limits. To address the unique challenges of mixed-use areas, the Commission directed staff to draft proposed amendments to Ordinance No. 2897.
 - City Truck Route Updates (AB 98 Compliance): Received a staff report regarding updated City truck routes necessitated by AB 98 compliance. The Commission reviewed the proposed routes and provided formal input to ensure alignment with local traffic safety goals.
 - Standardized Parking Policy: Continued discussion of a standardized time-restriction policy for parking zones. The Commission intends to evaluate this policy in conjunction with other proposed amendments to Ordinance No. 2897 to ensure a consolidated and consistent approach to citywide parking management.



City Council Meeting

G. 3.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Presentation and acceptance of the Fiscal Year 2025 City of Redlands Annual Comprehensive Financial Report, and the Independent Accountants' Report on Applying Agreed-Upon Procedures related to the Article XIII-B Appropriations Limit Calculation (Management Services/Finance Director Garcia)

MOTION(S):

I move to accept the City of Redlands Annual Comprehensive Financial Report and the Independent Accountants' Report on Applying Agreed-Upon Procedures Related to the Article XIII-B Appropriations Limit Calculation for the fiscal year ending June 30, 2025.

RECOMMENDATION:

N/A

DISCUSSION:

The Annual Comprehensive Financial Report (ACFR) communicates the City's financial condition and activity for the fiscal year ending June 30, 2025. It is an audited summary report of the financial position and transactions of the City for the fiscal year. The Pun Group LLP, a certified public accounting firm, audited these documents and has provided an unmodified opinion of the City's financial statements. An unmodified opinion communicates to users that the financial statements are fairly presented and that the information used in the report is consistent with generally accepted accounting principles. This is the best opinion that the City can receive from its auditors.

State statute and federal funding requirements stipulate the need for an annual audit to be conducted by independent certified public accountants. The Pun Group LLP was selected through a competitive selection process to perform these services for the City. The audit engagement was also designed to meet

the requirements of the Federal Single Audit Act of 1984 and related OMB Circular A-133, as well as the requirements of Statement on Auditing Standards 115 (SAS 115) and Statement on Auditing Standards 114 (SAS 114). Accounting and reporting requirements adopted by the Governmental Accounting Standards Board (GASB) for annual financial statements of state and local governments have been implemented as required.

Pursuant to GASB guidelines, the City's ACFR is divided into three sections: Introductory, Financial and Statistical. The Introductory section contains a Letter of Transmittal. This letter includes a brief overview of the City, economic outlook, operational controls, and major initiatives. It also includes the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the prior fiscal year ended June 30, 2024. The GFOA's Certificate is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment. The City has consistently received this award for the last twenty two years.

The ACFR presents the City's financial condition and activity in a transparent and structured manner, which is explained in more detail in the section for Management's Discussion and Analysis. The report also provides historical and comparative information that can be useful to City staff, elected officials, and external users such as debt rating agencies, businesses, other public agencies, and the City's residents. The 2025 Annual Comprehensive Financial Report and several prior year reports are available on the City's website at cityofredlands.org/ACFR.

Article XIII-B of the California Constitution places limits on the amount of revenue that can be spent by the state and each local government entity. It is the responsibility of the City to calculate the annual appropriations limit. The City's auditors are required to review and approve the appropriations calculation as part of their audit to the City. The auditor found no exceptions to the City's calculation of the appropriations limit. The Independent Accountants' Report on Agreed-Upon Procedures Applies to Appropriations Limit Worksheet is included as an attachment to this report.

ALTERNATIVES:

Not Applicable

STRATEGIC PLAN:

Not Applicable

SUBMITTED BY:

Danielle Garcia, Management Services/Finance Director

RECOMMENDED BY:

Charles M. Duggan, Jr., City Manager

REVIEWED BY:

Janice McConnell, Assistant City Manager

Fiscal Impact

Discussion:

There is no fiscal impact associated with the motion provided.

Attachments

FY 2025 Annual Comprehensive Financial Report

AU-C 260 Letter (Conclusion of the Audit)

Agreed-Upon Procedures Related to the Article XIII-B Appropriations Limit
Calculation



ANNUAL COMPREHENSIVE FINANCIAL REPORT

For Fiscal Year Ended June 30, 2025

CITY OF REDLANDS
CALIFORNIA



City of Redlands

Redlands, California

Annual Comprehensive Financial Report

For the Fiscal Year Ended June 30, 2025

Prepared by
Management Services/Finance Department

City of Redlands
Annual Comprehensive Financial Report
For the Year Ended June 30, 2025
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MANAGEMENT SERVICES
DEPARTMENT
FINANCE DIVISION

City of
REDLANDS

Incorporated 1888
35 Cajon Street, Redlands, CA 92373

Danielle Garcia
Management Services/Finance
Director

James Garland
Assistant Finance Director

December 18, 2025

To the Members of the City Council and Citizens of the City of Redlands:

It is the policy of the City of Redlands (the “City”) to annually publish a complete set of financial statements presented in conformity with accounting principles generally accepted in the United States of America (GAAP) and audited in accordance with generally accepted auditing standards by a firm of certified public accountants. Pursuant to that requirement, we hereby issue the annual comprehensive financial statements of the City of Redlands (the City) for the Fiscal Year ended June 30, 2025.

This report consists of management’s representations concerning the finances of the City. Consequently, management assumes full responsibility for the completeness and reliability of all the information presented in this report. To provide a reasonable basis for making these representations, management of the City has established a comprehensive internal control framework that is designed both to protect the City’s assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the City’s financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the City’s comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The City’s financial statements have been audited by The Pun Group, LLP, an independent firm of certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City for the Fiscal Year ended June 30, 2025, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified (“clean”) opinion that the City’s financial statements for the Fiscal Year ended June 30, 2025 were fairly presented in conformity with GAAP. The independent auditor’s report is presented as the first component of the financial section of this report.

The independent audit of the financial statements of the City is typically part of a broader, federally mandated “Single Audit” designed to meet the special needs of federal grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the audited City’s internal controls and legal requirements involving the administration of federal awards. These reports are available in the City’s separately issued Single Audit Report.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management’s Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City’s MD&A can be found immediately following the independent auditor’s report.

PROFILE OF THE CITY OF REDLANDS

The City of Redlands, incorporated in 1888, is located 63 miles east of Los Angeles, 110 miles north of San Diego, and 500 miles southeast of San Francisco. It lies within the San Bernardino Valley in the southwestern portion of San Bernardino County, covering an area of 36 square miles, within the heart of the Inland Empire. It serves a population of 73,488.

The City was incorporated under the general laws of the State of California and enjoys all the rights and privileges applicable to a General Law City. It is a municipal corporation governed by a five-member city council in which all policy-making and legislative authority is vested. The City Council is responsible, among other things for passing ordinances, adopting the budget, appointing committees, and hiring both the City Manager and City Attorney. The City Manager is the chief administrative officer of the City and as such is responsible for carrying out the policies and ordinances of the City Council, for overseeing the day-to-day operations of the City, and for appointing department heads. The Council is elected on a non-partisan basis. Adopted in 2017, Ordinance No. 2848, amended the Redlands Municipal Code to change the City's electoral system for City Council Members from at-large to by-district elections. Council members serve four-year staggered terms, with elections occurring every two years. The City Council meets after each general municipal election and chooses one of its members as Mayor, and one of its members as Mayor Pro Tempore by way of council member nomination. The terms of office of the Mayor and Mayor Pro Tempore are for two (2) years.

The City provides a full range of services, including police and fire protection, animal control, emergency medical aid, building safety regulation and inspection, street lighting, landscaping, sewer and water utilities, solid waste collection and disposal, land use planning and zoning, recreation and community services, maintenance and improvement of streets and related structures, traffic safety maintenance and improvement, and a full range of recreational and cultural programs for citizen participation, as well as being the home of the historic A. K. Smiley Public Library.

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America (GAAP). While annual appropriated budgets are adopted for all departments within the general, special revenue, and capital project funds, the City operates on a biennial budget cycle to guide its financial planning and control.

Every two years, during the period from February through May, department heads prepare estimates of required appropriations for the upcoming two-year budget cycle. These estimates are compiled into a proposed operating budget, which includes a summary of projected expenditures, financial resources, and historical data from the preceding budget cycle. The City Manager's Recommended Budget is then presented either to the full City Council or to the Budget Subcommittee (comprised of two members of the City Council and the City Treasurer) at a public meeting noticed in accordance with the Brown Act. Following a series of two to three budget presentations during regular and special Council meetings, the biennial budget is formally adopted by the City Council at a regular meeting prior to June 30th of the second year in the current cycle.

The City Manager is legally authorized to transfer budgeted amounts between divisions and accounts within the same department. Transfers of appropriations between departments or funds, as well as any increases to appropriations, must be authorized by the City Council. Expenditures may not legally exceed budgeted appropriations within a fund.

Under the City's biennial budget framework, all appropriations lapse at the end of each fiscal year unless they have been expended or lawfully encumbered. Appropriations from the first year of the biennium that remain encumbered automatically carry forward into the second year pursuant to the adopted biennial budget resolution. Appropriations adopted for the second year, however, do not continue into the next biennium unless they are encumbered; departments must re-budget any unencumbered second-year projects or requests as part of the new budget cycle.

The City maintains budgetary controls to ensure compliance with provisions embodied in the annual appropriated budget approved by the City Council. Activities of the General Fund, special revenue funds, debt service funds, capital project funds, enterprise funds, and internal service funds are included in the City's biennially adopted budget and constitute the legally appropriated operating and capital budgets of the City. The City's permanent funds are not budgeted. The level of control (level at which expenditures may not exceed budget) is the fund level. The City also maintains an encumbrance accounting system as one technique of accomplishing budgetary control. Encumbered amounts are carried forward into the next fiscal year of a biennial budget by resolution of the City Council that is adopted at the same time the budget is adopted. Budget-to-actual comparisons are provided in this report for each individual governmental fund for which an appropriated annual budget has been adopted. For the general fund and major special revenue funds, this comparison is presented as part of the required supplementary information in the accompanying financial statements. For governmental funds that have appropriated biennial budgets, other than the general fund and major special revenue funds, this comparison is presented in the supplementary section of the accompanying financial statements.

ECONOMIC CONDITION AND OUTLOOK

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City operates.

Local economy. Throughout fiscal year 2025, economic indicators reflected a mixed performance, showcasing both growth and challenges. Property tax revenue experienced robust growth of 8% compared to the prior fiscal year, with roughly 1.75% of this increase attributed to the annual adjustment for CPI. New residential and commercial construction contributed 1% to this growth, while prior-year property sales accounted for an additional 2.2%.

Sales tax performance during the fiscal year reflected a nuanced mix of structural and economic factors. The City's 1% Bradley-Burns sales tax declined by approximately 2.5%, driven largely by reduced consumer activity in general merchandise and discretionary goods, as well as a change in reporting practices by a major online retailer that shifted point-of-sale attribution away from the City despite the continued operation of its local facilities. By contrast, the City's voter-approved district transactions and use tax (Measure T) increased by 0.7%, demonstrating continued stability in the broader tax base and underscoring the resilience of local spending even amid softening economic conditions. Taken together, these dynamics resulted in a modest net contraction in total sales tax revenue. Nevertheless, the City's underlying economic fundamentals remain sound, supported by ongoing development activity, diversification within key commercial sectors, and a steadily expanding property tax base.

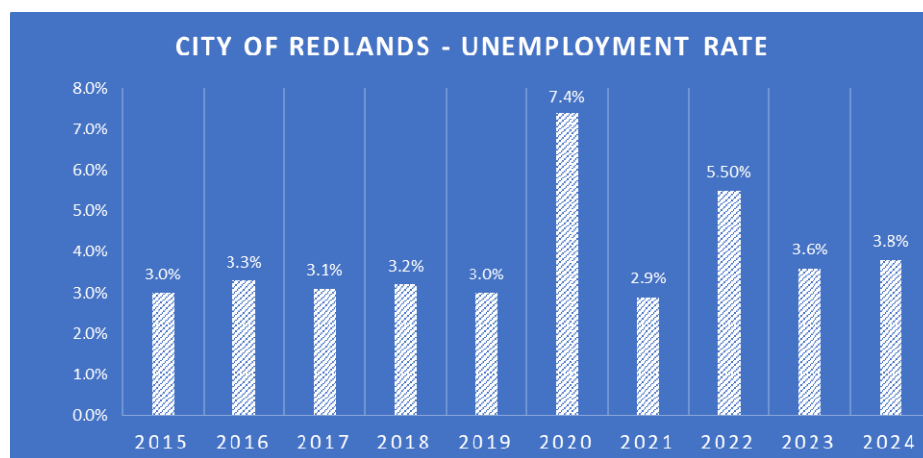
The City of Redlands' economy is based largely in the service and trade sectors (health care, retail trade, logistics, technology, and education). The region has a varied manufacturing and industrial base that has added to the relative stability of the unemployment rate over the years. Redlands' resident workforce has remained consistently stable, with unemployment rates moving predictably through economic cycles. In recent years, unemployment has ranged from a low of 2.9% in 2021 to a peak of 7.4% during the 2020 pandemic, reflecting a resilient and consistently employed population.

The City's economic base is characterized by a balanced mix of industries, including higher education, software development, healthcare, light manufacturing, logistics and distribution, and financial and insurance services. Leading employers in Redlands and the surrounding area include the Redlands Unified School District, Esri (Environmental Systems Research Institute), Redlands Community Hospital, Amazon Fulfillment Center, Beaver Medical Group, the City of Redlands, the University of Redlands, the Burlington Coat Factory Distribution Center, and Loma Linda University Behavioral Medical Center, underscoring the region's economic diversity and employment stability.

The City monitors a range of economic indicators throughout the fiscal year to evaluate conditions affecting its financial position and to identify emerging trends and patterns.

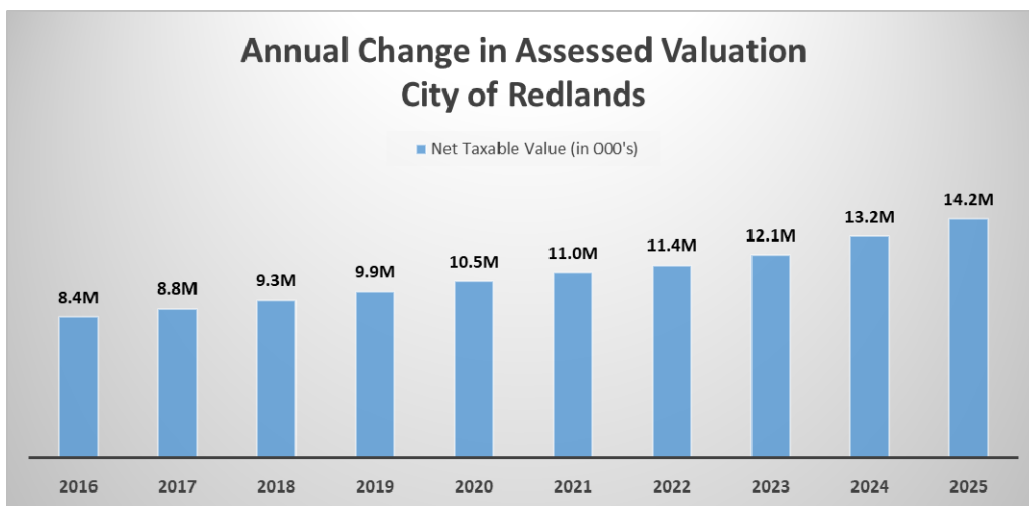
Unemployment Rate – The City's unemployment rate has remained relatively stable over the past decade, averaging near pre-pandemic lows with only brief periods of volatility. Following a spike to 7.4% in 2020 due to widespread economic shutdowns, unemployment quickly rebounded to 2.9% in 2021, demonstrating a strong and resilient local labor market. The rate temporarily rose to 5.5% in 2022 as labor force participation outpaced available job openings during the post-pandemic adjustment period, before improving to 3.6% in 2023 and leveling at 3.8% in 2024.

This slight uptick in 2024 reflects broader state and national trends, where cooling consumer demand and higher borrowing costs have moderated hiring in interest-sensitive sectors such as construction, warehousing, and retail trade. However, the local economy continues to benefit from steady employment in healthcare, education, and professional services, industries that remain key drivers of job stability in the Inland Empire. Redlands' diverse employment base and its position within a growing regional corridor have helped maintain a healthy balance between workforce expansion and job creation, underscoring the City's overall economic resilience amid shifting national conditions.



Assessed Value – The City’s total assessed property value continued its upward trajectory in FY 2025, increasing by 8.1 percent over the prior fiscal year to reach \$14.22 billion. This follows a record 9.1 percent increase in FY 2024, marking two consecutive years of robust growth and reflecting both the strength and resilience of the local real estate market. Growth in assessed valuation was driven by a combination of factors, including the completion of several new residential and commercial developments, continued turnover in existing properties at market values exceeding prior assessments, and the application of the standard 2 percent Consumer Price Index adjustment permitted under California property tax law.

The sustained rise in property values highlights the continued attractiveness of Redlands as a place to live, work, and invest. Despite higher borrowing costs and a cooling statewide housing market, demand for well-located residential and commercial properties within the Inland Empire has remained strong, supported by steady in-migration, expanding logistics and healthcare sectors, and public investments in infrastructure and community amenities. These conditions have helped maintain upward momentum in assessed values, providing a stable foundation for local revenues and reinforcing the City’s long-term fiscal capacity.



Housing Market – The City’s 2024–25 net taxable assessed value increased by \$1.06 billion, or roughly 8.06%, consistent with the strong gains observed in the prior year. Residential property values increased 6.1%, contributing nearly half of all assessed value growth. This increase was driven by both the Proposition 13 inflation factor (2%) and prior-year ownership transfers, which added \$289.5 million, representing 2.2% of the total growth, slightly above long-term patterns. Redlands’ housing market remained resilient through FY 2024 despite elevated mortgage rates and constrained inventory across the region. Median single-family home prices plateaued year-to-date in 2024, showing a 0% change compared to 2023, following a 3.45% increase in calendar year 2023. Limited supply continues to support pricing, and current values remain elevated, with the median single-family home priced at approximately \$600,000 towards the end of the valuation year (2024).

Commercial, industrial, and multifamily sectors also demonstrated strength. Industrial valuations grew by 5.6%, buoyed by significant reinvestment and property transfers at major logistics and warehouse sites. Multifamily assets posted large reassessment increases due to recent transactions and completion of new units, including substantial valuation growth at The Venue at Orange Apartments and Aspire Redlands Apartments. Commercial properties increased by 5.6%, reflecting ongoing demand for retail, service, and mixed-use locations.

Vacant land experienced notable appreciation, increasing 17%, driven by subdivision activity and the transition of development parcels toward their permanent use categories. The City also recorded continued growth in unsecured property values, which increased 8.3% following substantial business personal property reporting from new and expanding commercial and manufacturing operations.

Regional and national economic conditions continue to shape the City's outlook. While rising interest rates may temper the pace of future home sales and associated reassessment activity, Redlands' real estate market remains a significant contributor to its fiscal strength. Continued investment in multifamily housing, industrial facilities, and mixed-use corridors, combined with steady residential demand, positions the City to remain a strong participant in the Inland Empire's long-term housing and economic growth.

In residential construction, the City continues to advance its housing stock and long-term growth objectives through both project delivery and proactive land use planning. In June 2025, the City Council adopted the Housing Element Rezoning Ordinance, implementing Program 1.1-1 of the certified 2021–2029 Housing Element. This action reclassified 26 parcels across the community to medium- and high-density residential designations, increasing zoning capacity by approximately 2,400 units and ensuring consistency between the General Plan and East Valley Corridor Specific Plan. The ordinance fulfills state mandates under the Regional Housing Needs Allocation (RHNA) process and positions Redlands to accommodate a balanced distribution of new housing near employment centers, transportation corridors, and public amenities.

In FY 2025, the Heritage Specific Plan was fully completed, delivering 207 single-family homes across 37 acres in north Redlands. Developed by Lennar Homes, the neighborhood features a cohesive design of one- and two-story residences in architectural styles inspired by Redlands' traditional and craftsman character. The community integrates landscaped open spaces and pedestrian connectivity, contributing to neighborhood livability and design quality. Market pricing generally began in the mid-\$600,000s, reflecting continued strength in the local housing market and steady demand for new housing in the Inland Empire.

Together, these efforts demonstrate the City's continued progress in expanding housing opportunities and sustaining long-term fiscal growth. Through deliberate planning and targeted residential investment, Redlands is meeting regional housing goals while preserving community character and enhancing the quality of life for its residents.

In terms of commercial growth, the City experienced a year of significant commercial expansion and reinvestment, with several high-profile projects completed in the Downtown and transit-adjacent areas. These developments collectively advance Redlands' vision for a vibrant, mixed-use environment that preserves the community's architectural heritage while accommodating new dining, retail, and employment opportunities.

Completed projects in FY 2025 include:

- Redlands Food Hall – Mutual Orange Distributors (MOD) Packinghouse, 330 N. Third Street – Adaptive reuse of the historic MOD Packinghouse into a multi-tenant food hall and retail destination, featuring a new 5,760-square-foot exterior boardwalk and outdoor dining patio.
- Redlands Railway District, 333 Orange Street – Construction of two commercial buildings totaling 11,807 square feet for retail and restaurant uses, expanding the City's rail-adjacent mixed-use core.
- Redlands Railway District, 347 Orange Street – Development of two additional retail buildings totaling 6,951 square feet on the west side of the historic Santa Fe Depot, complementing adjacent restoration and pedestrian improvements.

- Third Street Retail Building, 31 W. Stuart Avenue – A three-story, 36,825-square-foot mixed-use building incorporating retail, office, and restaurant space with rooftop terraces and pedestrian connections.
- Downtown Parking Structure, W. Stuart Avenue at Third Street – A four-level, 385-stall structure (including 200 public spaces) with integrated ground-floor retail totaling 5,370 square feet and electric vehicle charging stations, supporting downtown commerce and visitor access.
- In-N-Out Burger, southwest corner of W. Lugonia Avenue and Citrus Plaza Drive – A new 3,860-square-foot restaurant with drive-through service, expanding regional dining options.
- Jack in the Box, 1248 N. Wabash Avenue – Construction of a new 3,000-square-foot quick-service restaurant with indoor seating and a drive-through lane, enhancing convenience-oriented commercial uses along the corridor.

Together, these projects represent continued momentum in Redlands’ downtown and key commercial corridors, combining adaptive reuse with new infill development. The City’s ongoing investment in parking, walkability, and infrastructure improvements supports sustainable commercial growth, positioning Redlands for continued economic vitality and long-term fiscal stability.

Other notable business openings in fiscal year 2025 include the following:

- Shake Shack, a New York City burger chain, opened its second Inland Empire restaurant with the opening of its Redlands location in November 2025.
- Klatch Coffee opened in September 2024. Located at 560 West Stuart Ave, Klatch is a family-owned and run coffee company based in Southern California and distributed worldwide.
- 1LoveI, a clothing line founded in the Inland Empire, opened in September 2024. 1LoveI is a lifestyle apparel brand that offers hats, t-shirts, hoodies and accessories celebrating the Inland Empire and promoting a message of “peace, love and unity”.
- Beyond Biryani, a new Indian food restaurant, opened in November 2024 and offers an expansive menu that bridges both Northern and Southern Indian cuisines—featuring specialty biryanis, regional staples like mandi, and fresh-local produce in a setting seldom found in the Inland Empire.

Long-term financial outlook/planning. As the national economy settles into a slower but more sustainable growth trajectory, the City’s long-term fiscal outlook reflects both caution and confidence. Economic forecasts from UCLA Anderson, Beacon Economics, and HdL suggest that the coming years will be defined less by rapid expansion and more by steady adaptation to new structural realities: elevated interest rates, moderated inflation, and rebalanced consumer behavior. Within this environment, the City’s emphasis on prudent financial management, infrastructure investment, and economic diversification remains essential to sustaining fiscal stability.

Beacon Economics projects continued, though moderated, growth in regional employment and consumer spending through 2026, supported by population and wage gains in the Inland Empire. HdL’s statewide sales and property tax trends confirm this outlook: sales tax growth has decelerated, reflecting shifts in consumer demand and the restructuring of major online retail operations, yet property tax revenues remain resilient due to sustained development and rising assessed values. The City’s balanced revenue composition, anchored by property tax, sales and use tax (including Measure T), and other taxes, positions it to weather cyclical variations while maintaining service levels and capital investment capacity.

At the same time, persistent cost pressures from inflation and labor market tightness will require continued discipline in expenditure growth. Higher borrowing costs underscore the importance of timing capital projects strategically, aligning long-term infrastructure needs with fiscal capacity and external funding opportunities. Maintaining adequate reserves and multiyear forecasting practices will remain critical tools for absorbing volatility and safeguarding operational continuity.

Looking ahead, Redlands' strengths lie in its capacity to adapt. The City's commitment to technology modernization, public safety investment, and strategic land-use planning will sustain competitiveness and enhance operational efficiency. Regional economic fundamentals like diverse industry sectors, strong educational institutions, and steady housing demand will support a positive long-term outlook, even amid slower statewide growth.

As part of the City's strategic resource and budget planning framework, management prepares and presents a multi-year financial projection to the City Council. In accordance with the City Manager's direction, a six-year financial outlook is developed during each budget cycle to support long-range planning and policy development. This forecast serves as a key tool for evaluating the City's capacity to sustain proposed programs, meet ongoing operating and maintenance needs, and support capital investments, including the future operating impacts of planned capital improvement projects.

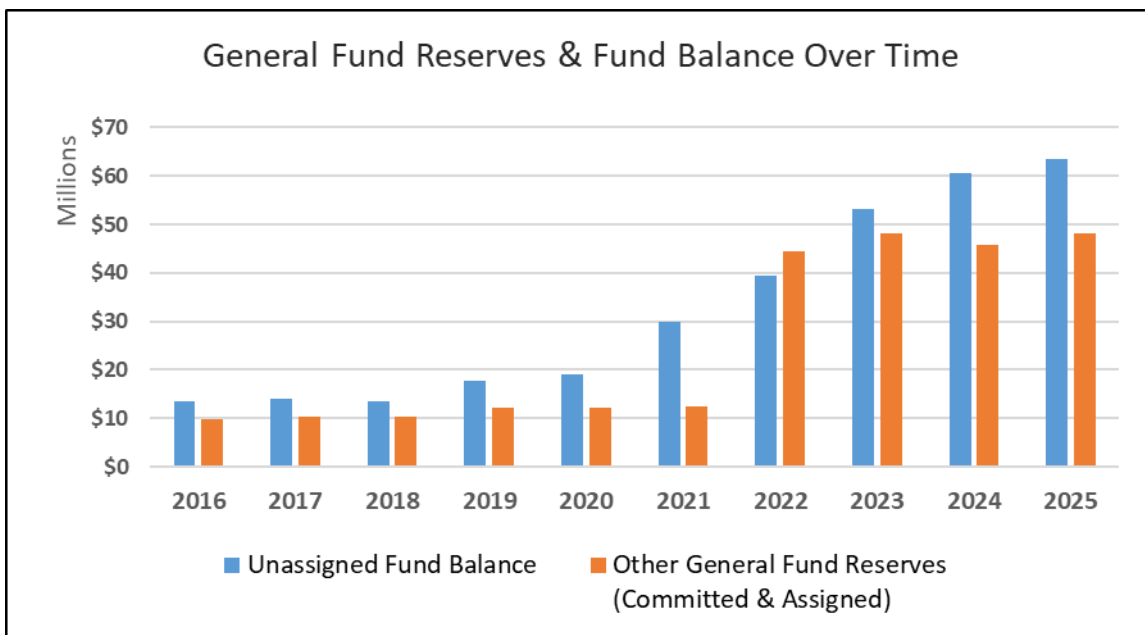
The six-year projection provides a forward-looking view of anticipated fiscal conditions, enabling informed decisions regarding the allocation and management of financial resources. The purpose of this long-range fiscal planning is to identify emerging trends and potential challenges early, allowing the City to adjust course proactively and implement strategies that preserve long-term financial stability and solvency.

Major Capital Investments on the Horizon. The City is preparing for several significant capital projects that will shape Redlands' public service infrastructure in the years ahead. Foremost among these is the development of a modern Police Department Safety Hall to replace the City's fragmented and outdated police facilities. After acquiring 1625 West Redlands Boulevard for this purpose in 2022, the City has advanced the project through design, with construction anticipated to begin in mid-2026 and completion targeted for late 2028. The \$80 - \$90 million investment, supported by impact fees and dedicated debt-service planning, will centralize operations, address longstanding facility deficiencies, and enhance the long-term sustainability of public safety services.

The City is also moving forward with plans to convert the Citrus Center at 300 East State Street into a new, consolidated City Hall. This project will modernize civic facilities, improve public access, and enhance operational efficiency by bringing key municipal functions under one roof. To manage this complex undertaking, the City is employing the Construction Management/Multi-Prime delivery method, which has already proven effective in the Safety Hall project. This approach supports stronger cost control, reduced change orders, and a more predictable project schedule as the City designs a civic center that meets long-term service needs.

Additionally, the City's long-range capital program includes the reconstruction of Fire Station No. 264, an essential project that will replace aging infrastructure and strengthen emergency response capabilities. Design and engineering are expected to begin in an upcoming budget cycle, positioning the facility for construction later in the decade. While smaller in scale than the City Hall and Safety Hall projects, the replacement of Station 264 is a key component of the City's commitment to maintaining reliable, modern, and resilient public safety facilities.

The City’s long-term fiscal planning has ensured that these major facilities can be approached from a position of strength. The graph below illustrates the General Fund’s capacity to prioritize spending and accumulate resources for future capital needs. In FY 2025, the City’s General Fund reserves dedicated to capital projects included \$994,000 for downtown parking improvements, approximately \$5.8 million across parks, equipment, facilities, sidewalks, and building capital, \$29.1 million set aside for future municipal facilities, and \$1 million for unfunded mandates. The ending unassigned fund balance rose by approximately \$2.9 million from the prior year, and by roughly \$10.1 million since FY 2023, growing from \$53.3 million in FY 2023 to \$63.4 million in FY 2025. These reserves, combined with disciplined budgeting and multi-year financial forecasting, position the City to invest wisely in essential public facilities while maintaining long-term fiscal stability. Further analysis of the General Fund is provided in Management’s Discussion and Analysis, which follows the independent auditor’s report.



Relevant Financial Policies

The City has adopted a set of financial policies based on best management practices and GFOA standards. These policies direct the administration of the budget, accounting practices, purchasing, debt, capital financing, investments, and capital assets.

In June 2018, the City Council adopted Resolution No. 7983 establishing the City’s Debt Management Policy. Among other things, this policy establishes guidelines for the use of various categories of debt; creates procedures and policies that minimize the City’s debt service and issuance costs; and provides for full and complete financial disclosure and reporting. The Policy was developed to improve the quality of decision-making, provide justification for how debt issuance is structured, identify goals, and to validate the City’s commitment to strategic long-term financial planning. Maintaining compliance with the Policy should demonstrate to rating agencies and to capital markets that the City is well managed and will be able to meet its financial obligations on a timely basis.

The City formally transitioned to a two-year (biennial) budget beginning with the FY 2023–24 cycle, establishing a more strategic, long-range approach to resource planning. As described in the City Manager’s Budget Message, the biennial framework supports multi-year financial and operational planning, aligns budget development with the City’s Strategic Plan and community priorities, and provides a clearer lens for evaluating ongoing service obligations, deferred maintenance needs, and major capital investments. By requiring departments to prepare both a minimal operating budget and prioritized supplemental requests across two fiscal years, the biennial process strengthens fiscal discipline, enhances long-term forecasting, and enables earlier identification of structural challenges. This multi-year approach also improves coordination of complex, multi-phase projects, such as public safety facilities, infrastructure rehabilitation, and sustainability initiatives, by ensuring that financial capacity is evaluated over a longer planning horizon.

Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement of Excellence in Financial Reporting to the City of Redlands for its Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2024. This was the twenty second consecutive year that the government has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current annual comprehensive financial report continues to meet the Certificate of Achievement Program’s requirements, and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation and development of this report would not have been possible without the year-round work of the Finance staff and their special efforts, working in conjunction with the City’s independent auditors, to produce this report. Special recognition is due to Assistant Finance Director, James Garland; Finance Manager, Marie Datuin; Principal Accountant Denise Camarillo, Senior Accountants Jannette Mendoza, Justine Wickman and Matthew Gonzales, and Budget Analyst, Miriam Valtierra for their efforts in overseeing the compilation of the accounting data and interfacing with our auditors; and to the accounting firm of The Pun Group, LLP, and to the City Manager’s Office. Credit is also due to City Manager Charles M. Duggan, Jr., Assistant City Manager Janice McConnell, and the Mayor and the City Council for their consistent support for maintaining the highest standards of professionalism in the management of the City’s finances.

Respectfully submitted,



Danielle Garcia
Management Services / Finance Director

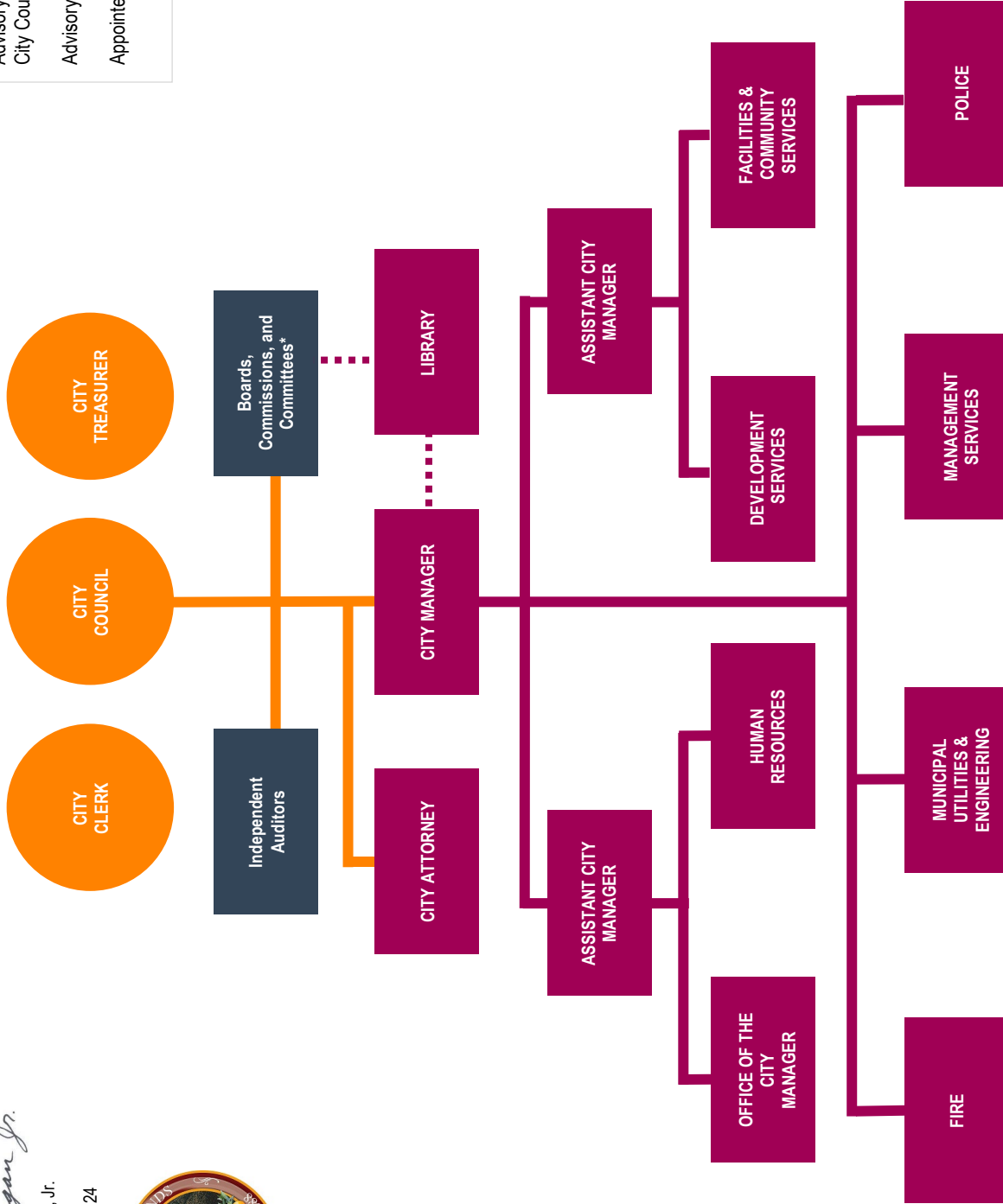
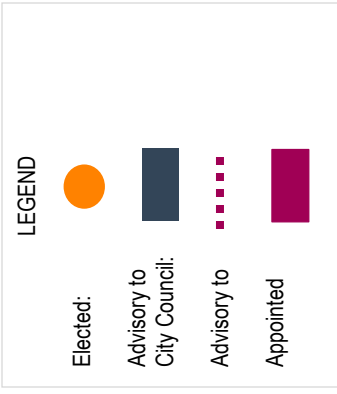
City of Redlands

Principal Officers
as of June 30, 2025

City Council (Elected)	Mario Saucedo, Mayor
	Marc Shaw, Mayor Pro Tem
	Denise Davis, Councilmember
	Eddie Tejada, Councilmember
	Paul T. Barich, Councilmember
City Manager	Charles M. Duggan, Jr.
Assistant City Manager	Janice McConnell
Assistant City Manager	Christopher Boatman
City Clerk (Elected)	Jeanne Donaldson
City Treasurer (Elected)	Phillip Doolittle
City Attorney	Yvette Abich Garcia
Development Services Director	Brian Desatnik
Fire Chief	Rich Sessler
Library Director	Donald McCue
Management Services/Finance Director	Danielle Garcia
Municipal Utilities & Engineering Director	John Harris
Facilities & Community Services Director	Tabitha Crocker
Police Chief	Rachel Tolber

Charles M. Duggan, Jr.

Charles M. Duggan, Jr.
City Manager
Effective July 1, 2024





Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**City of Redlands
California**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2024

Christopher P. Morill

Executive Director/CEO

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INDEPENDENT AUDITOR'S REPORT

6 Hutton Centre Drive, Suite 1200
Santa Ana, California 92707

www.pungroup.cpa

To the Honorable Mayor and Members
of the City Council of the City of Redlands
Redlands, California

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Redlands, California (the "City"), as of and for the year ended June 30, 2025, and the related notes to the basic financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City, as of June 30, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of a Matter

Change in Accounting Principle

As discussed in Note 19 to the financial statements, the City implemented Governmental Accounting Standards Board ("GASB") Statement No. 101, *Compensated Absences*, effective July 1, 2024. The implementation of this standard required the City to change its method of accounting for compensated absences and resulted in a restatement of beginning net position as of July 1, 2024. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management’s Discussion and Analysis, Budgetary Comparison Schedules, Schedule of Changes in Net Pension Liability and Related Ratios, Schedule of the City’s Proportionate Share of the Net Pension Liability and Related Ratios, Schedules of Contributions – Pension Plans, and Schedule of Changes in Total OPEB Liability and Related Ratios, as listed in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City’s basic financial statements. The Combining and Individual Fund Financial Statements and Budgetary Comparison Schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Combining and Individual Fund Financial Statements and Budgetary Comparison Schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the Introductory and Statistical Sections but does not include the basic financial statements and our auditor’s report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

To the Honorable Mayor and Members
of the City Council of the City of Redlands
Redlands, California
Page 4

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 18, 2025, on our consideration of City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "The PwC Group, LLP". The signature is written in a cursive, flowing style.

Santa Ana, California
December 18, 2025

City of Redlands
Management’s Discussion and Analysis (Unaudited)
For the Year Ended June 30, 2025

The information contained in the Management’s Discussion and Analysis (MD&A) introduces the basic financial statements and provides an analytical overview of the City of Redlands financial activities and performance for the fiscal year ended June 30, 2025. Please read the MD&A in conjunction with the transmittal letter and financial statements identified in the accompanying table of contents.

Using the Accompanying Financial Statements

This annual ACFR consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the City as a whole and present a longer-term view of the City’s finances. Also included in the accompanying report are fund financial statements. For governmental activities, the fund financial statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the City’s operations in more detail than the government-wide statements by providing information about the City’s most significant funds. The remaining statements provide financial information about activities for which the City acts solely as a trustee or agent for the benefit of those outside of the government.

OVERVIEW OF THE FINANCIAL STATEMENTS

The annual report consists of four parts – *management’s discussion and analysis* (this section), the *basic financial statements*, *required supplementary information*, and an optional section that presents *combining statements* for non-major governmental funds and internal service funds. The basic financial statements include two kinds of statements that present different views of the City:

- The first two statements are *government-wide financial statements* that provide both *long-term* and *short-term* information about the City’s overall financial status.
- The remaining statements are *fund financial statements* that focus on *individual parts* of the City government, reporting the City’s operations in *more detail* than the government-wide statements.
 - The *governmental funds* statements tell how *general government* services like public safety were financed in the *short-term* as well as what remains for future spending.
 - *Proprietary fund* statements offer *short-* and *long-term* financial information about the activities the government operates like businesses, such as the water system.
 - *Fiduciary fund* statements provide information about fiduciary relationships – like the custodial funds of the City – in which the City acts solely as *agent* or *trustee* for the benefit of others, to whom the resources in question belong.

The financial statements also include *notes* that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of *required supplementary information* that provides additional financial and budgetary information.

Figure A-1 summarizes the major features of the City’s financial statements, including the portion of the City government they cover and the types of information they contain. The remainder of this overview section of management’s discussion and analysis explains the structure and contents of each of the statements.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

Figure A-1

Major Features of the City's Government-wide and Fund Financial Statements

	Fund Statements			
	<u>Government-wide Statements</u>	<u>Governmental Funds</u>	<u>Proprietary Funds</u>	<u>Fiduciary Funds</u>
Scope	Entire City government (except fiduciary funds) and the City's component units	The activities of the City that are not proprietary or fiduciary	Activities the City operates similar to private businesses	Instances in which the City is the trustee or agent for someone else's resources
Required financial statements	<ul style="list-style-type: none"> • Statement of net position • Statement of activities 	<ul style="list-style-type: none"> • Balance sheet • Statement of revenues, expenditures and changes in fund balances 	<ul style="list-style-type: none"> • Statement of net position • Statement of revenues, expenses and changes in net position • Statement of cash flows 	<ul style="list-style-type: none"> • Statement of fiduciary net position • Statement of changes in fiduciary net position
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus	Accrual accounting and economic resources focus
Type of asset, deferred outflow of resources, deferred inflow of resources, and liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets and deferred outflows of resources expected to be used up and liabilities and deferred inflows of resources that come due during the year or soon thereafter; no capital assets or long-term debt included	All assets and liabilities, both financial and capital, and short-term and long-term	All assets and liabilities, both short-term and long-term
Type of financial inflow and outflow information	All revenues and expenses during the year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter	All revenues and expenses during the year, regardless of when cash is received or paid	All revenues and expenses during the year, regardless of when cash is received or paid

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

Reporting the City as a Whole

The accompanying **government-wide financial statements** include two statements that present financial data for the City as a whole. One of the most important questions asked about the City's finances is, "Is the City, as a whole, better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the City as a whole and about its activities in a way that helps answer this question. These statements include *all* assets and liabilities using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the City's net position and its changes. You can think of the City's net position – the difference between assets, deferred outflows of resources, deferred inflows of resources and liabilities – as one way to measure the City's financial health, or *financial position*. Over time, *increases and decreases* in the City's net position may be one indicator of whether its *financial health* is improving or deteriorating. You will need to consider other nonfinancial factors, however, such as changes in the City's property tax base and the condition of the City's roads, to assess the *overall health* of the City.

In the Statement of Net Position and the Statement of Activities, City services are divided into two kinds of activities:

- Governmental activities – Most of the City's basic services are reported here. Sales taxes, property taxes, state subventions, and other revenues finance most of these activities.
- Business-type activities – The City charges a fee to customers to help it cover all or most of the cost of the services accounted for in these funds.

Reporting the City's Most Significant Funds

The **fund financial statements** provide detailed information about the City's most significant funds – not the City as a whole. Some funds are required to be established by State law or by bond covenants. However, City Council establishes many other funds to help it control and manage money for particular purposes or to show that it is meeting administrative responsibilities for using certain taxes, grants or other money. The City's two kinds of funds – *governmental* and *proprietary* – use different accounting approaches.

- *Governmental funds* – Most of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year end that are available for spending. These funds are reported using an accounting method called *modified accrual* accounting, which measures cash and all other *current financial* assets that can readily be converted to cash. The governmental fund statements provide a detailed *current-term view* of the City's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. We describe the relationship or differences between *governmental activities* (reported in the Statement of Net Position and the Statement of Activities) and *governmental funds* in a reconciliation on the page following the fund financial statements.
- *Proprietary funds* – When the City charges customers for the services it provides – whether to outside customers or to other units of the City – these services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities. In fact, the City's enterprise funds (a component of proprietary funds) *are part of* the business-type activities we report in the government-wide statements but provide more detail and additional information for proprietary funds, such as statement of cash flows. The City's internal service funds (the other component of proprietary funds) reports activities that provide supplies and services internally to other City departments and programs.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

Reporting the City's Fiduciary Responsibilities

The City is an agent for certain assets held for, and under the control of, other organizations and individuals. All of the City's fiduciary activities are reported in a separate Statement of Fiduciary Net Position. We exclude these activities from the City's other financial statements because the City cannot use these assets to finance its operations. The City is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

Statement of Net Position

The following is a **condensed Statement of Net Position** for the fiscal years ended June 30, 2025 and June 30, 2024, which allows for analysis of the City's net position as a whole.

Table 1

	Governmental Activities		Business-Type Activities		Total Primary Government	
	2025	2024	2025	2024	2025	2024
Current and other Assets	\$ 196,237,172	\$ 187,645,957	\$ 121,091,775	\$ 117,588,266	\$ 317,328,947	\$ 305,234,223
Capital Assets	656,941,138	637,176,157	223,121,898	209,622,726	880,063,036	846,798,883
Total Assets	853,178,310	824,822,114	344,213,673	327,210,992	1,197,391,983	1,152,033,106
Deferred Outflows of Resources						
Pension & OPEB	70,301,675	82,986,820	15,328,725	17,689,993	85,630,400	100,676,813
Long-Term Liabilities Outstanding	281,376,635	269,158,561	95,263,524	95,588,159	376,640,159	364,746,720
Other Liabilities	23,069,761	22,887,043	11,507,787	8,200,221	34,577,548	31,087,264
Total Liabilities	304,446,396	292,045,604	106,771,311	103,788,380	411,217,707	395,833,984
Deferred Inflows of Resources						
Leases & Pension & OPEB	53,349,825	61,402,646	15,854,486	18,168,957	69,204,311	79,571,603
Net Position						
Net Investments in Capital Assets	648,293,673	629,390,358	210,045,627	196,064,177	858,339,300	825,454,535
Restricted	30,679,680	26,403,823	19,767,256	19,763,252	50,446,936	46,167,075
Unrestricted	(113,289,589)	(101,433,497)	7,103,718	7,116,219	(106,185,871)	(94,317,278)
Total Net Position, as restated (Note 19)	\$ 565,683,764	\$ 554,360,684	\$ 236,916,601	\$ 222,943,648	\$ 802,600,365	\$ 777,304,332

Net position over time may serve as a useful indicator of a government's financial position, however it may change dramatically year-to-year as a result of changes in accounting practices and assumptions. Table 1 shows that the net position of government-wide activities increased by approximately \$25.3 million or 3.3%, from \$777,304,332 in 2024 to \$802,600,365 in 2025.

Governmental activities net position increased by 2%, from \$554,360,684 at June 30, 2024 to \$565,683,764 at June 30, 2025. The City's net position for business-type activities increased by 6.3% from \$222,934,648 in 2024 to \$236,916,601 in 2025. For governmental activities, the roughly \$11.3 million increase in net position is primarily attributable to the \$15.96 million increase in total assets relative to total liabilities, partially offset by \$4.63 million in net decreases in deferred inflows and outflows related to leases, pension, and OPEB. For the business-type activities, the 6.3% increase in total net position (or \$13.97 million) reflects a \$14.02 million increase in total net assets, partially offset by \$46,800 in net decreases in deferred outflows and inflows. Further detail on comparisons to the prior year is provided below.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

The City implemented GASB Statement No. 101, *Compensated Absences*, effective July 1, 2025. GASB 101 requires the City to recognize a compensated absences liability and corresponding expense as employees earn leave benefits, based on the probability that those benefits will be used or paid. Additional discussion of these changes can be found in Note 1 – M, 9 and 19 of the financial statements.

Statement of Net Position - Total Primary Government

- Again, this year, the largest portion of total assets consists of capital assets (e.g., land, infrastructure and equipment), totaling \$880 million or 73% of total assets. These are detailed in Note 6 of the financial statements.
- Net investment in capital assets of approximately \$858 million represents the City's investment in infrastructure and other capital assets, less accumulated depreciation and outstanding balances on borrowings used to construct or acquire those assets.
- Cash and investments comprised \$282.6 million in the City treasury and \$998,000 of cash and investments held with fiscal agents. These assets are detailed in Note 2 of the financial statements.
- Deferred outflow of resources related to pension and OPEB decreased notably by \$15 million, roughly 15%. Deferred outflows related to Pension were impacted by differences in expected and actual experience, pension contributions made subsequent to the measuring data, and the difference between projected and actual investment earnings. Deferred outflows related to OPEB were impacted by changes in assumptions primarily, as well as by differences in expected and actual experience and contributions made subsequent to the measuring date.
- Receivables, totaling \$25.2 million, consist of accounts, taxes, interest and leases receivable. While most receivables consist of taxes and accounts payable, it is noted here that the line 'leases receivable' recognizes agreements with third parties for the right-to-use of City property that is leased for special purposes. More information on leases receivable is found in Note 3 to the financial statements.
- Long-term liabilities totaled \$367 million, an increase of 3.3%, and represent the City's obligations on debt, pensions, and other post-employment benefits. For more information please see Notes 7 and 9-13.
- Other liabilities increased by 11.2%, from \$31.1 million to \$34.6 million. Aside from fluctuations in several other accounts in this category, the main cause of this increase is related to a significant increase in accounts payable.
- Lease-related deferred inflows of resources remained relatively steady, decreasing by roughly \$86,155 for spaces and land leased out by the City. As well, deferred inflows related to pension & OPEB increased by a net amount \$10.3 million, roughly 13.7%. These fluctuations are based on changes in assumptions, change in employers proportion (as it relates to pension), and differences between expected and actual experience. More will be discussed regarding these categories below.
- Overall net investment in capital assets increased by \$32.9 million, or 4%. This steady increase over the prior year is reflective of additions to right-of-way assets, higher amounts of construction in progress, and additions to infrastructure assets, machinery, equipment & vehicles and lease assets.
- Restricted net position, totaling \$50.4 million, represents resources that are subject to restrictions on how they may be used. Some funds are restricted for the purposes of funding specific capital projects, funding specific debt service obligations, to hold in trust as an endowment, or for other specific uses.
- The unrestricted net position amount of -\$106.2 million represents an unrestricted net position deficit, mainly resulting from the recognition of the net pension liability in fiscal year 2015, in accordance with GASB 68, and the recognition of total OPEB liability in fiscal year 2018, in accordance with GASB 75. Also, beginning in FY 2022, the City also recognized the deferred inflows related to leases in accordance with GASB 87. Additionally, starting in FY 2024, the City implemented GASB 96, which required the recognition of subscription liabilities and related intangible assets for subscription-based information technology arrangements. Lastly, starting in FY 2025, the City implemented GASB 101, which required the City to recognize compensated absences liabilities based on leave benefits earned by employees and the probability that those benefits will ultimately be used or paid. These accounting standards collectively contribute to the City's negative unrestricted net position. Additional details can be found in Note 11 for the net pension liability, in Note 12 for the total OPEB liability, in Note 3 for leases, in Note 1- J for subscription-based IT arrangements and in Note 1 – M, 9 & 19 for Compensated Absences.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

Governmental Activities

- Receivables, totaling roughly \$14 million, consist mainly of taxes receivable at \$10.1 million, \$1.9 million in accounts receivable, \$1.37 million in interest receivable and \$606,553 in leases receivable. Recognition of leases receivable, in accordance with GASB 87 reflects the City's portion of property leased to others for their right-of-use of a particular underlying asset. Interest receivable is notably higher than the previous year due to higher earnings on investments in the current year.
- The net position of governmental activities increased by 2% (or \$11.3 million), driven by several offsetting factors. Cash and other assets increased by \$8.6 million, and capital assets increased by \$19.8 million. These gains were partially offset by a \$12.4 million increase in total liabilities, yielding a net increase of \$15.9 million before considering deferred items. Deferred outflows related to pensions and OPEB decreased by approximately \$12.7 million, while deferred inflows related to leases, pensions, and OPEB decreased by roughly \$8 million. The net effect of these deferred items was a \$4.6 million reduction to net position. After applying this reduction to the \$15.9 million increase noted above, the total change in governmental activities' net position was an increase of \$11.3 million.
- Deferred outflows of resources related to pensions and OPEB decreased by \$12.7 million, or approximately 15%, in FY 2025. OPEB deferred outflows decreased by \$424,590, primarily due to the amortization of prior-year changes in assumptions used to calculate the City's Total OPEB liability as well as differences between expected and actual experience. Also, pension deferred outflows decreased by \$12.3 million, driven by investment overperformance, primarily, with changes in assumptions also contributing to this difference. Additional details on these changes can be found in Notes 11 and 12 of the financial statements.
- This year, total liabilities increased by 4.2%, or \$12.4 million. Although several current and noncurrent liability categories experienced fluctuations, the overall increase is primarily attributable to an \$8.7 million rise in the total OPEB liability and the implementation of GASB 101, which resulted in increases of \$2.1 million each in compensated absences due within one year and compensated absences due in more than one year.
 - Increases in total OPEB liability were the largest contributor and were caused by differences between expected and actual experience, interest (as in, the actuarial "growth" of the liability), and service costs. Changes in aggregate net pension liability were less significant, decreasing by \$2.2 million. Key drivers include better-than-expected investment returns from CalPERS, which exceeded the assumed 6.8% rate, resulting in lower unfunded liabilities. There are more details available in Notes 11 & 12 of the financial statements.
 - The implementation of GASB 101 increased both the current and noncurrent compensated absences liabilities by \$2.1 million each because the new standard requires the City to recognize a broader range of earned leave, particularly sick leave that is more likely than not to be used or settled, at employees' current pay rates, including applicable salary-related benefits. This expanded recognition criteria resulted in higher measured obligations relative to the prior model. For more information, please see Note 1 – M, 9 and 19 of the financial statements.
- Deferred inflow of resources related to pension decreased by \$770,200. This reduction reflects the amortization of prior differences between the City's actual contributions to CalPERS and the City's proportionate share of total plan contributions. More significantly, OPEB deferred inflows decreased by \$7.5 million, or 13%, over the prior year. This decrease is primarily due to changes in assumptions, including adjustments to the discount rate and updated healthcare cost trends, as well as differences between expected and actual experience for OPEB plan participants. There are more details available in Notes 11 & 12 of the financial statements.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

Business-Type Activities

- The net position of business-type activities increased by \$14 million, driven by several offsetting factors. Total assets increased by \$17 million, while total liabilities increased by \$3 million, resulting in a net increase of \$14 million before considering deferred items. Deferred outflows related to pensions and OPEB decreased by approximately \$2.061 million, and deferred inflows related to pensions and OPEB decreased by roughly \$2.314 million. The net effect of these deferred items was a nominal \$46,800 reduction to net position. After applying this reduction to the \$14 million increase noted above, the overall change in business-type activities' net position remains \$14 million, as the impact of deferred items is not material to the rounded total.
- Receivables totaled \$11.2 million, an increase of approximately \$1.5 million from the prior year. The majority of these balances relate to unbilled customer accounts for Water, Wastewater, and Solid Waste services, which collectively amount to \$10.3 million. Nearly \$1.3 million of the year-over-year increase reflects higher accounts receivable driven by billing cycle timing across fiscal years and by recent rate increases in Solid Waste. An additional \$205,000 of the increase is attributable to higher interest earnings.
- Total capital assets of \$223 million represent 25.4% of total capital assets citywide.
- Deferred outflow of resources related to pension and OPEB decreased by \$2.4 million, roughly 12%.
 - OPEB deferred outflows decreased by approximately \$117,600, or 1.1%. Please refer to the earlier discussion under Governmental Activities for more information on those specific changes. Additional details on these changes can be found in Note 12 of the financial statements.
 - Pension deferred outflows decreased by \$2.2 million, or 32.6%. Please refer to the earlier discussion under Governmental Activities for more information on those specific changes. Additional details on these changes can be found in Note 11 of the financial statements.
- This year, there was an increase of roughly \$3 million, or 3%, in total liabilities.
 - In terms of other liabilities, these increased by \$3.3 million or 40% compared to the prior year. This was driven mostly by a large account payable accrued at year end related to the 2023 Capital Improvement Project – Waterline Replacement in the Water Division.
 - Long-term liabilities decreased by approximately \$324,600, driven by several offsetting changes. Increases resulting from GASB 101 (\$1.15 million), landfill closure costs (\$578,200), and the total OPEB liability (\$2.4 million) were more than offset by reductions in long-term debt (\$508,500) and a \$3 million decrease in the aggregate net pension liability. In addition, a restatement of net position related to compensated absences reduced beginning net position by \$997,200.
- Deferred inflow of resources related to leases, pension and OPEB decreased by about \$2.3 million, roughly 13%.
 - Deferred inflows related to leases decreased by \$262,800 as existing leases of land owned by the Water, Aviation and Cemetery Funds were paid by the current lessees.
 - Deferred inflows related to OPEB also decreased by \$2 million. Please refer to the above discussion under Governmental Activities as it relates to changes in deferred inflows related to OPEB. There are more details available in Note 12 of the financial statements.
 - Pension deferred inflows experienced no changes and remained at zero.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

The *Statement of Activities* reports increases and decreases in the net position. The following is a condensed Statement of Activities for the fiscal years ending June 30, 2025 and June 30, 2024:

Table 2

	Governmental Activities		Business-Type Activities		Total Primary Government	
	2025	2024	2025	2024	2025	2024
Program Revenues						
Charges for services:	\$ 18,787,896	\$ 18,014,068	\$ 69,195,253	\$ 63,417,844	\$ 87,983,149	\$ 81,431,912
Operating grants and contributions	9,966,621	14,227,777	3,497,291	114,117	13,463,912	14,341,894
Capital grants and contributions	24,818,977	38,207,775	6,357,779	3,867,244	31,176,756	42,075,019
General Revenues						
Property taxes	45,991,007	42,883,738	115,954	104,411	46,106,961	42,988,149
Sales taxes	47,088,618	47,629,644	-	-	47,088,618	47,629,644
Franchise taxes	2,685,573	4,471,469	-	-	2,685,573	4,471,469
Other taxes	2,744,184	2,676,553	-	-	2,744,184	2,676,553
Investment income (loss)	9,605,154	9,235,054	5,418,312	5,841,165	15,023,466	15,076,219
Gain/(loss) on sale of capital assets	-	-	-	-	-	-
Intergovernmental (unrestricted)	1,341,917	852,762	-	-	1,341,917	852,762
Other	2,634,249	2,523,968	2,698,968	1,973,183	5,333,217	4,497,151
Total Revenues	165,664,196	180,722,808	87,283,557	75,317,964	252,947,753	256,040,772
Program Expenses						
General government	42,523,409	42,250,996	-	-	42,523,409	42,250,996
Public safety	83,895,046	70,359,582	-	-	83,895,046	70,359,582
Culture and recreation	10,439,921	9,900,700	-	-	10,439,921	9,900,700
Highway and streets	13,578,992	13,911,149	-	-	13,578,992	13,911,149
Library	6,009,854	4,068,345	-	-	6,009,854	4,068,345
Interest on Long-Term Debt	819,129	679,186	-	-	819,129	679,186
Water	-	-	33,200,910	30,614,235	33,200,910	30,614,235
Disposal	-	-	17,794,049	22,954,172	17,794,049	22,954,172
Sewer	-	-	15,228,817	16,143,743	15,228,817	16,143,743
Groves	-	-	1,560,580	1,507,349	1,560,580	1,507,349
NP Water	-	-	228,214	581,877	228,214	581,877
Cemetery	-	-	1,170,759	1,399,130	1,170,759	1,399,130
Aviation	-	-	1,202,040	789,821	1,202,040	789,821
Total Expenses	157,266,351	141,169,958	70,385,369	73,990,327	227,651,720	215,160,285
Change in Net Position Before Transfers	8,397,845	39,552,850	16,898,188	1,327,637	25,296,033	40,880,487
Transfers	2,925,235	2,827,146	(2,925,235)	(2,827,146)	-	-
Increase (Decrease) in Net Position	11,323,080	42,379,996	13,972,953	(1,499,509)	25,296,033	40,880,487
Beginning Net Position	557,931,945	515,551,949	223,940,878	225,440,387	781,872,823	740,992,336
Restatement of Net Position	(3,571,261)	-	(997,230)	-	(4,568,491)	-
Beginning Net Position, as Restated	554,360,684	515,551,949	222,943,648	225,440,387	777,304,332	740,992,336
Ending Net Position	\$ 565,683,764	\$ 557,931,945	\$ 236,916,601	\$ 223,940,878	\$ 802,600,365	\$ 781,872,823

Total Primary Government –

- Total Primary Government revenues for fiscal year 2025 decreased slightly by 1.2%, or roughly \$3.1 million. This small decrease belies some significant changes from the previous year. There have been noteworthy fluctuations in both charges for service (an increase of nearly \$6.6 million) as well as in capital and operating grants and contributions (a decrease of \$10.9 million and nearly \$900,000 respectively). Significant increases in property tax (of roughly \$3.1 million) were offset by large decreases in franchise fee revenue (of roughly \$1.8 million).
- Property tax grew by 7.3%, or \$3.1 million. This growth in revenue is attributed to higher taxable values driven by property transfers of ownership, the annual adjustment for inflation (CPI), and new construction within the City from prior years being enrolled by the County's Recorder.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

- Charges for service grew overall by \$6.6 million, with most of this increase attributed to significantly higher charges for services in Water, Disposal (Solid Waste), and Wastewater (collectively \$5.7 million). Another \$774,000 is attributed to higher charges for service in governmental activities.
- Capital grants and contributions decreased significantly this year by roughly \$10.9 million, representing the net impact of a \$13.4 million decrease in governmental activities offset by an increase in business-type activities of nearly \$2.5 million.
- Franchise fees, which naturally fluctuate from year to year due to variations in utility consumption, business activity, and underlying gross-receipts bases, decreased significantly in FY 2025—falling by 40%, or approximately \$1.8 million, compared to the prior year.
- Investment income saw a small reduction over the prior year of nearly \$53,000 due to steady market performance and a stabilizing interest rate environment, which limited additional yield under the City's conservative investment strategy.
- Total expenses for the City increased by roughly \$12.5 million, or 5.8%, with the following Program areas that experienced the highest increases: public safety, library, water, disposal (solid waste), nonpotable water and aviation. More detail on these fluctuations is presented below.
- Transfers between governmental activities and business-type activities decreased slightly by roughly \$98,100, or 3.5%.

Governmental Activities

- Overall, the ending net position for the governmental activities increased by \$7.6 million, or 1.4%.
- Total governmental activities revenues decreased by 8.3% in fiscal year 2025, driven primarily by a \$13.4 million decline in capital grants and contributions. Of this decrease, \$6.3 million is attributable to reduced capital contributions associated with the completion of both City-led and developer-funded projects. A significant portion of the remaining decline reflects a lower valuation of right-of-way additions. Although nearly three times as much square footage was added during the year compared to FY 2024, the City limited the recorded value by applying the average assessed value of parcels classified as government land by the County Assessor's Office, rather than using the prior year's methodology, which averaged the cost per square foot across all vacant land categories.
- Operating grants and contributions decreased by approximately \$4.3 million in FY 2025. The prior year included an \$8 million one-time pass-through grant that the City administered on behalf of the University of Redlands, which significantly elevated FY 2024 revenues. In FY 2025, the City recognized \$3.7 million from a new Encampment Resolution Fund grant, partially offsetting this decline. Beyond these major items, smaller year-over-year fluctuations, such as the completion of prior-year grant-funded projects, also contributed to the net decrease. These dynamics reflect the variable nature of grant funding tied to the timing and lifecycle of specific projects.
- Charges for service increased by 4.3%, or \$773,800. This was due to several fluctuations in individual categories, but items of note were large increases in revenue for building permits, plan check fees, grading & paving permits, and applications/filling fees (roughly \$576,600).
- Property tax revenues increased by 7.25%, or approximately \$3.1 million, over the prior year, reflecting another year of strong growth in the City's overall property values. This increase was driven by the addition of new residential and commercial development, continued reassessment activity from prior-year property transactions at higher market values, and the annual inflationary adjustment allowed under California property tax law. While higher interest rates moderated housing activity more broadly, Redlands continued to experience steady demand across residential, multifamily, industrial, and commercial property types, supporting sustained valuation growth.
- Sales Tax revenue contracted slightly by 1.1%, reflecting a modest softening in consumer spending. While inflation has begun to ease, the cumulative effects of elevated prices over recent years have continued to place pressure on household budgets, resulting in reduced discretionary spending. Despite these conditions, the City's sales tax base remains resilient, supported by a diverse mix of industries that helps mitigate volatility across individual sectors of the local economy.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

- Franchise Fee revenue decreased by almost 40%, or \$1.8 million over the prior year. This decline reflects a reversion from unusually strong collections in the previous fiscal year, which benefited from timing-related factors and elevated utility revenues that did not recur in fiscal year 2025. Changes in billing cycles, customer usage patterns, and the composition of utility revenues subject to franchise fee calculations also contributed to lower receipts during the year, resulting in a more normalized level of franchise fee revenue relative to historical trends.
- Other General Revenues increased by roughly \$1 million. Investment income accounts for \$370,100 of this increase, reflecting the continued benefit of elevated interest rates on the City's fixed-income investment portfolio. Another \$489,200 of that increase can be traced to higher Intergovernmental Revenues in the form of higher reimbursements via mutual aid agreements within the Fire Department.
- Total expenses for Governmental Activities increased in fiscal year 2025 by \$16.1 million (or 11.4%). This increase is largely attributable to government-wide accounting adjustments, most notably changes in pension-related expense, rather than a comparable increase in day-to-day operating costs. At the government-wide level, expenses are influenced by actuarial remeasurements, deferred inflows and outflows, and other long-term liability adjustments that can vary significantly from year to year. As a result, individual expense categories may rise or fall materially in a given fiscal year, even when underlying service levels and operating activities remain relatively stable. In this context, the overall change in total expenses reflects normal volatility associated with required accounting adjustments and does not indicate a structural increase in the City's operating cost base.
- The following categories saw the largest fluctuations over the prior year:
 - Public Safety expenses increased by roughly \$13.3 million (or 19.2%). The increase was due to several factors, including higher expenses for staff, including pension contributions as well as higher than usual garage charges to maintain public safety fleet vehicles, but more significantly – an \$8 million recognition of pension expense as required under GASB 68. Depreciation expense was also \$1 million higher than the previous year due to the prior years addition of several significant public safety vehicles.
 - Library-related expenditures also increased compared to the prior year, rising by \$1.9 million, or 47.7%. This variance reflects \$2 million project-related costs incurred for the Museum of Redlands Construction Completion project, which were offset by approximately \$2 million in grant funding received from the California Department of Natural Resources.
 - Culture & Recreation also increased by \$539,200, or 5.5%, reflecting higher personnel-related costs, including staff salaries and pension contributions, along with increased spending for garage charges and specialized contractual services associated with program and facility operations.
 - Lastly, interest on long-term debt increased by approximately \$141,500, or 20.8 percent, compared to the prior year, primarily due to higher lease interest expense associated with the addition of new leased vehicles supporting Parks, Police, and Fire operations.

Business-Type Activities

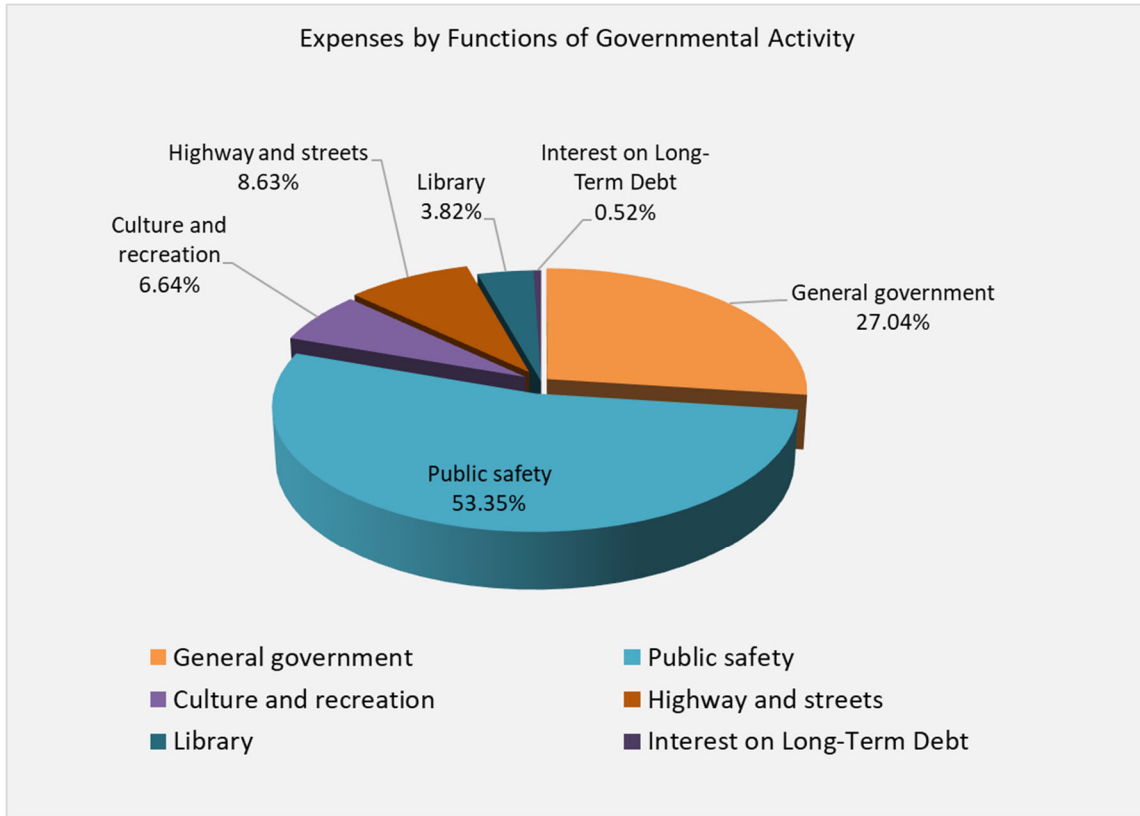
- Overall, the ending net position for the business-type activities increased by \$13 million, or 5.8%.
- Comparing fiscal year 2024 and fiscal year 2025, total revenues increased by \$12 million overall, or 15.9%. The increase in revenues is almost exclusively due to significant increases in each category of program revenues:
 - Charges for Service increased by 9.1%, or \$5.8 million. This growth was driven primarily by rate adjustments across the City's utility operations, including a \$3.5 million increase in Water revenues and a \$613,600 increase in Wastewater revenues associated with rate changes effective August 5, 2024. In addition, Solid Waste revenues increased by \$1.5 million following a rate adjustment that became effective January 1, 2025.
 - Operating grants and contributions also experienced a significant increase in revenue - from \$114,100 to \$3.5 million. This was the result of the following grant awards: \$2.7 million from the Bureau of Reclamation Water SMART program, \$131,500 from Cal Recycle's Beverage Container Recycling Program and \$558,000 from the Federal Aviation Administration's Airport Improvement Program.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

- Capital grants and contributions increased significantly compared to the prior year, rising by \$2.5 million, or 64.4%. This increase was driven primarily by the recognition of \$2.8 million in water infrastructure assets contributed through private development, compared to \$72,000 recognized in the prior fiscal year.
- While this category includes a variety of revenue sources and experienced offsetting fluctuations among individual accounts, the most significant contributor to the increase was the receipt of the City's first PFAS settlement payment totaling \$1.1 million. This payment was received under the settlement agreement between public water systems and the 3M Company executed in August 2023. PFAS, or per- and polyfluoroalkyl substances, are a group of manufactured chemicals that have been widely used in industrial and consumer products and are regulated due to their persistence in the environment and potential impacts on water quality. The settlement provides funding to assist public water systems with costs associated with monitoring, treatment, and remediation related to PFAS contamination.
- Expenses decreased overall from fiscal year 2024 levels by nearly \$3.6 million, or 4.9%. The program with the largest decrease in expenses was the Solid Waste (Disposal) fund. Other funds had varied results, with the largest dollar amount increases in Water (\$2.6 million or 8.5%) and the largest increase by percent in the Aviation Fund (\$412,200 or 52.2%).
- Over the prior year:
 - In the Water Fund, expenses increased by nearly \$2.6 million, or 8.5%. This increase was caused by higher expenses related to pensions, salaries and benefits of roughly \$600,000. There was also a significant increase in spending of \$1.6 million for water meters to complete the City's Smart Meter infrastructure program. Also, there was an additional amount of \$345,000 spent for street repairs versus the prior year.
 - In the Solid Waste (Disposal) Fund, total expenses decreased by \$5.1 million, or approximately 22.5%, compared to the prior year. This reduction was driven primarily by lower closure and post-closure expense recognition for the California Street Landfill, which was \$3.2 million lower in fiscal year 2025 following unusually high costs recognized in the prior year. Additional decreases were attributable to lower staffing-related costs of approximately \$450,000 and reduced garage charges of roughly \$600,000, contributing further to the overall decline in expenditures.
 - In the Wastewater (Sewer) Fund, total expenses decreased by approximately \$915,000, or 5.7%, compared to the prior year. This decline was driven primarily by lower personnel-related costs, totaling roughly \$1.1 million, largely attributable to reduced pension contributions and changes in pension expense recognition required under GASB Statement No. 68. These savings were partially offset by increased noncapital expenditures associated with pre-bid support and engineering services related to the Wastewater Treatment Plant capital improvement project.
 - In the Non Potable Fund, overall expenses were \$353,700, or 60.8% lower than the previous year. The primary reason for this decline was that professional services and special contractual work related to well & booster projects were recorded in the previous year. The resulting variance was roughly \$357,300 less in general and administrative expenses.
 - Lastly, in the Aviation Fund, expenses increased by \$412,200, or 52.2%. The largest factor in this increase was expenses related to the Runway and Airport Pavement Treatment Program included within parts and supplies as a noncapital expense. This work was offset by a grant from the Federal Aviation Administration.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

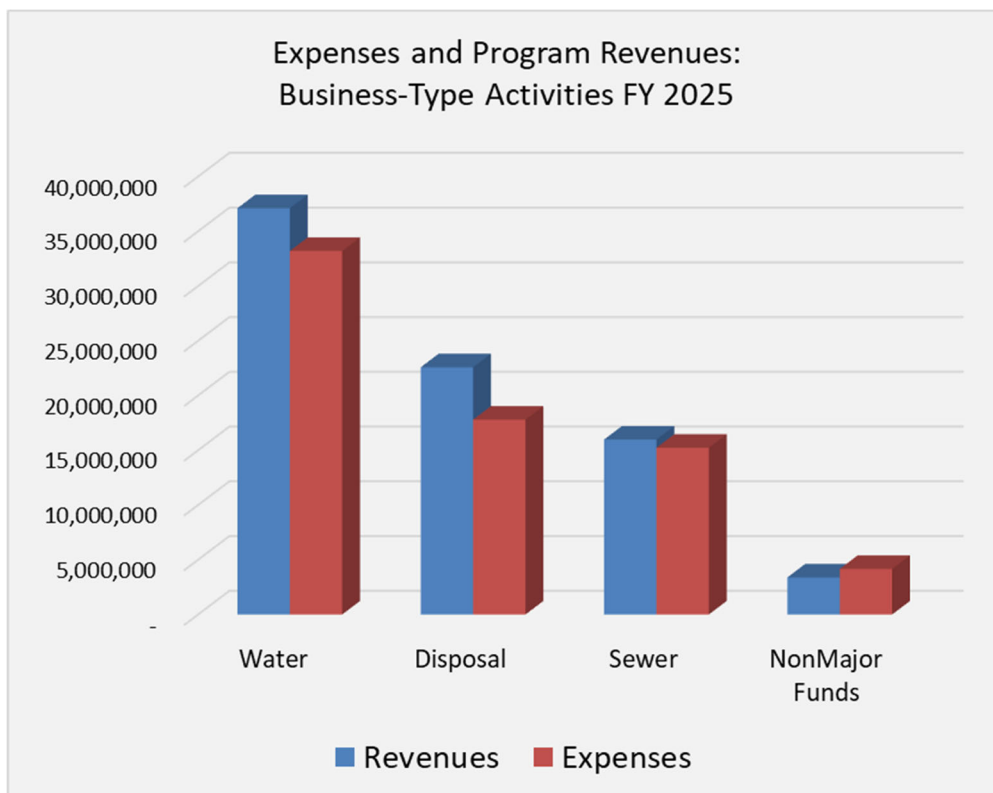
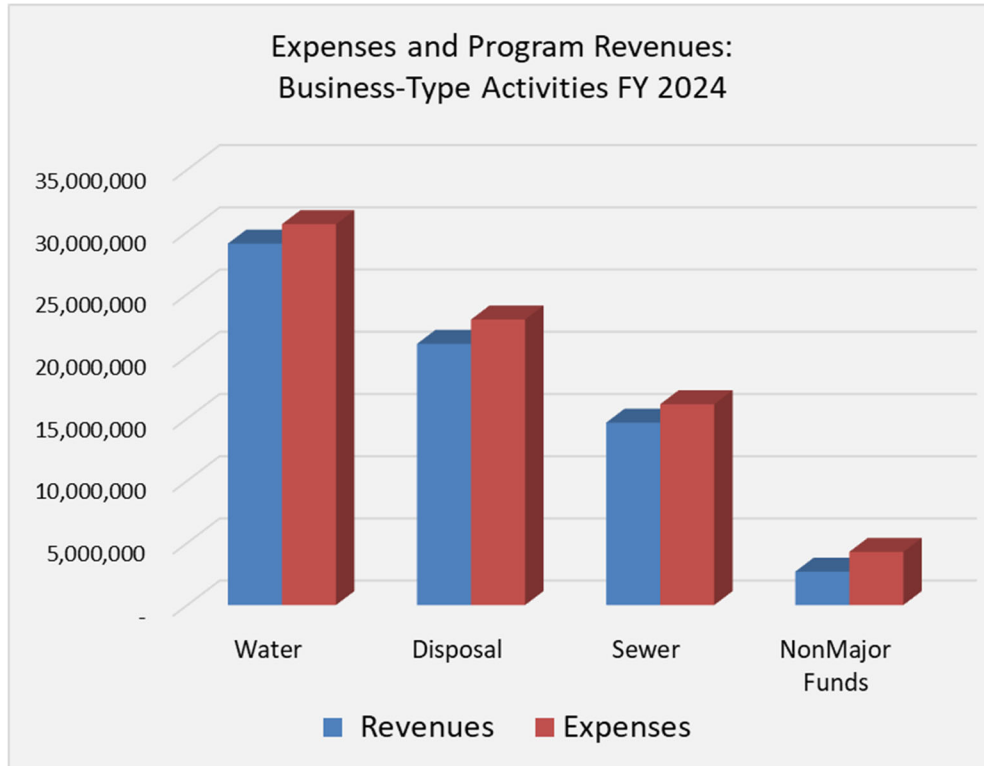
Expenses by Function of Governmental Activities



- Expenses overall for governmental activities totaled \$157 million. This total represents the cumulative effect of increased pension costs, the recognition of OPEB and pension liability expenses, depreciation on capital assets, expenses related to recording the impact of compensated absences, and deferred outflows and inflows related to pension and OPEB. Employee compensation, operating expenditures, and internal service fund expenses are also reflected in this amount.
- Expenses for general government comprise 27% of total governmental activities, or \$42.5 million. General government includes functions such as human resources, finance administration, engineering and City Council. This amount is comparable to the prior year (\$42.2 million).
- Expenses for public safety represent 53% of total governmental activities in the amount of \$83.9 million. The main operations within public safety are the Police and Fire Departments. These departments are service-centric. As such, personnel costs represent the majority of costs in these departments. The effect of salary increases, pension cost increases and the recognition of OPEB and pension liability tend to have a larger impact proportionately for public safety activities. The variance over the prior year reflects an increase of nearly \$13 million (\$70.4 million in FY 2024 versus \$83.9 million in FY 2025). This is attributed to higher expenses assigned from the internal service funds, higher expenses related to depreciation and a notably higher (\$2.8 million increase) recording of changes in pension under GASB 68 for public safety.
- Expenses for highway and streets are 8.6% of all governmental activities, or \$13.6 million. These expenses include spending on the City's Pavement Accelerated Rehabilitation Implementation Strategy (PARIS) program, operations and maintenance related to roads and electrical as well as other capital repairs to road infrastructure. The amount is similar to the prior year (\$13.9 million).
- Culture and recreation, Library, and interest on long-term debt comprise 7%, 4%, and 0.5% of government activity respectively, or \$10.4 million, \$6 million, and \$819,000. These amounts are roughly comparable to the prior year.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

Expenses and Program Revenues: Business Type Activities Fiscal Year Comparison



Major differences between revenues and expenses for business-type activities are show in the two charts above.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

Water Fund

- Fiscal year 2025 saw a significant increase in Water revenues of \$8.1 million, or 27.7%, and an increase in expenses of \$2.6 million, or 8.5%.
 - Increased revenues are attributable to several factors. In July 2024, the City Council approved a 2 percent rate increase for customers, which became effective in August 2024. In addition, the City added nearly 150 new customer accounts as a result of newly constructed single-family residences connecting to the utility system. Finally, the near completion of the Smart Meter replacement project has improved water-meter accuracy, resulting in a more precise capture of customer usage. As water meters age, they are known to slow and under-register consumption; the replacement of older meters is therefore increasing billed usage by more accurately reflecting actual water consumption.
 - Expenses increased by \$2.6 million this year. While a variety of accounts increased and decreased among expense categories, the largest contributor was an increased spending on meter replacements, from \$2.6 million in the prior year to \$4.2 million in FY 2025. Street repair work related to pipeline repair was also up by \$345,800. Expenses related to salaries and benefits also increased by roughly \$600,000.

Solid Waste (Disposal) Fund

- For Solid Waste (Disposal) operations, there was an increase in revenues over fiscal year 2024 of \$1.6 million, or 7.6% and a decrease in expenses in the amount of \$5.2 million, or 22.5%.
 - The increase in revenues is due to a 9% rate increase that was approved by Council in July 2024 and became effective January 1, 2025. Besides funding the necessary replacement of aging collection vehicles and inflation driven cost increases, the rate increase is needed to fund compliance with the mandatory requirements of Senate Bill 1383 which will reduce greenhouse emissions related to organic waste disposal.
 - The \$5.3 million decrease in expenses compared to the prior year is driven by several factors. Most significantly, the prior fiscal year included a substantial one-time adjustment related to the recognition of closure and post-closure maintenance expenses for the California Street Landfill; as a result, current-year expense for this item was \$3.2 million lower than the prior year. In addition, internal service charges decreased by approximately \$1.2 million, primarily related to IT, fleet maintenance, and utility billing services. These reductions reflect the fund's lower overall expenditure levels, as internal service fund charges are generally allocated based on budgeted costs. Finally, salaries and benefits expenses declined by approximately \$711,000, largely attributable to reduced pension-related costs.

Wastewater (Sewer) Fund

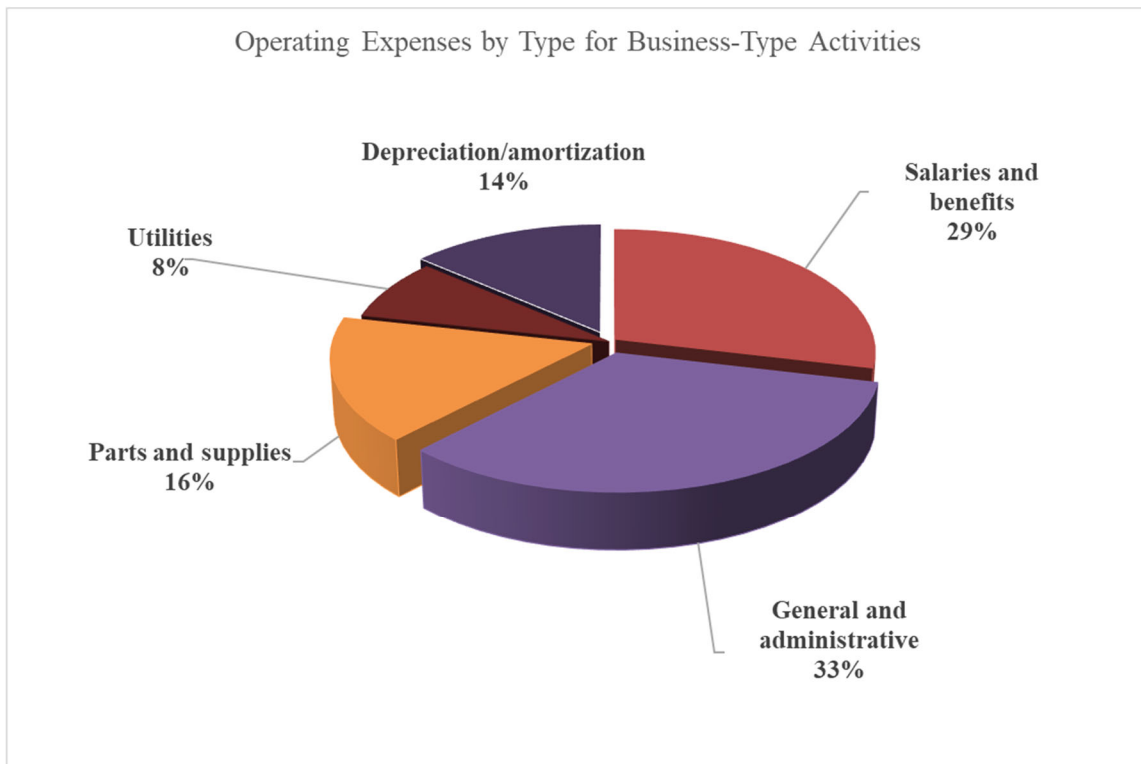
- In the Wastewater (Sewer) Fund, revenues increased by \$1.3 million, or 9%, and expenses decreased by \$915,000, or 5.7%.
 - The increase in revenues is related to a rate increase of 10% approved by Council in July 2024 and effective August 2024. The City recently completed a wastewater utility master plan that identifies necessary capital improvements for the efficient and effective operation of the City's wastewater utility infrastructure. These rate increases are intended to fund improvements to the utility infrastructure, including a significant \$45 million upgrade to the Wastewater Treatment Plant during the next 5 years.
 - Lower expenses primarily reflect reduced pension-related costs and changes in pension liability recognition, resulting in approximately \$1.0 million in savings. These savings were partially offset by routine fluctuations across individual expense categories, which increased or decreased modestly during the year.

City of Redlands
Management’s Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

Nonmajor Business-Type Funds

- The Groves Fund experienced a significant decrease in revenue by roughly \$466,800, or 54%. This follows a prior year decline of roughly \$836,000 (or 97%). While citrus revenues are inherently volatile due to fluctuations in market conditions, these recent declines were exacerbated by plant-pest quarantine orders issued by the California Department of Food and Agriculture as a result of the Oriental fruit fly (OFF) quarantine affecting portions of the Inland Empire. Under these orders, harvested citrus fruit was required to be diverted to juice or processing markets rather than sold as fresh fruit. Revenues from juice and processing markets are significantly lower than those generated from fresh-market sales, resulting in materially reduced revenue to the Fund during the affected periods. The applicable quarantine restrictions have since been lifted, and the City anticipates a full recovery of citrus revenues in the coming fiscal year, assuming normal growing and market conditions.
- The Non-Potable Water Fund experienced an increase in revenues of 62.4%, or \$400,200. The increase in revenue is related to an increase in charges for nonpotable water service as connections to the system begin to expand (\$285,700), as well as a capital contribution of infrastructure from private development projects (\$196,000). The City is actively working on a plan to enable more consumption of nonpotable water through transmission projects. Expenses were down significantly, by 37%, or \$353,700, reflecting higher expenses in the prior year related to recycled water well and booster pump maintenance and repair.
- The Hillside Memorial Cemetery had a 19% increase in revenues of \$217,000 due to higher cemetery lot and crypt sales. There was a commensurate reduction in expenses as well (\$228,300, or 23.8%) mostly due to savings in pension cost and expense recognition.
- The Aviation fund saw a large increase in revenues of \$549,700, or 406%, entirely related to one-time revenue from the FAA’s Runway and Airport Pavement Treatment Program grant. Expenses also increased by roughly \$412,200, or 57.6%. The increase is largely due to grant-related expenditures of \$650,600 partially offset by a savings in salaries and benefits of \$187,600.

Expenses by Type for Business-Type Activities



City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

MAJOR FUNDS

As noted earlier, the City uses fund accounting to provide proper financial management of the City's resources and to demonstrate compliance with finance-related accounting standards and legal pronouncements.

Major Governmental Funds. The **General Fund** is the chief operating fund of the City. At the end of June 2025, the total fund balance reported for the General Fund was \$114,333,611, an increase of \$3.2 million (2.8%) from the prior year ending fund balance of \$111,176,689. This increase was driven primarily by growth in unassigned fund balance (of \$2.9 million), largely reflecting expenditure savings realized during the fiscal year.

As a measure of the General Fund's liquidity, it can be useful to compare the total fund balance to total fund expenditures. This measure indicates that the fund balance is approximately 102% of general fund expenditures (of \$112 million), however, only \$63,374,540 of the \$111 million fund balance is unassigned. The unassigned fund balance of \$63.4 million, together with the \$11.1 million in fund balance committed to stabilization arrangement (contingencies), is the only portion of fund balance readily available for spending and represents 66% of general fund expenditures. Total general fund expenditures this year were \$112.2 million, which is \$1.2 million higher than the prior year amount of \$113.4 million. Total general fund revenues were \$125.5 million, or 11% higher than the prior year amount of \$122.6 million.

Significant changes in revenues for the City's General Fund over the prior year are as follows:

- Property tax increased by \$3.1 million, or 7.5%, marking another year of significant growth. This increase primarily reflects growth in assessed values enrolled during calendar year 2022, which are recognized in fiscal year 2025 property tax revenues due to the inherent lag between assessment activity and tax collection. During calendar year 2022, home prices and sales activity reached elevated levels for much of the year before higher interest rates began to cool the housing market. As a result, the City's total assessed valuation increased by approximately 9.1% for the fiscal year. Growth occurred across multiple property use categories, with residential properties accounting for approximately 49% of total assessed value growth. The largest contributors to overall growth included prior-year transfers of ownership (approximately 27%), the Proposition 13 CPI adjustment of 2% (approximately 22%), new residential and nonresidential construction (approximately 13% combined), and other valuation changes, including assessment adjustments and multi-parcel transactions. In addition, the assessment roll reflected several notable one-time increases related to large commercial and industrial properties, including State-assessed utility property, which contributed meaningfully to the year's overall growth but may not recur annually.
- Overall sales tax decreased by \$541,000, or 1.1%, reflecting the inherently elastic nature of this revenue source, which, unlike property tax, is more immediately responsive to current economic conditions. The modest decline is attributable to continued inflationary pressures on consumers and a corresponding pullback in discretionary spending, as higher costs for essential goods and services have constrained household purchasing behavior.
- Other taxes include possessory interest taxes, the City's transient occupancy tax (hotel tax), and the mining tax. Total revenues in this category declined by approximately 2.5%, or \$67,600, compared to the prior year. The decrease was driven primarily by a reduction of approximately \$187,300 in possessory interest tax revenues, reflecting the termination or non-renewal of certain leases of public property. Transient occupancy tax revenues remained relatively stable, increasing by approximately \$43,100, while mining tax revenues increased by approximately \$76,600, partially offsetting the decline in possessory interest receipts.
- Franchise fee revenue declined by approximately \$1.8 million, or nearly 40%, compared to the prior year. The decrease reflects a return to more typical revenue levels following an unusually strong prior year driven by timing-related factors and higher utility revenues that did not recur in fiscal year 2025. Changes in billing timing and customer usage patterns also contributed to the reduction.
- Licenses and permits reflect an increase of \$541,800 or 5.9%. This increase is due to increased building- and construction-related activity, for which there were higher amounts of permits issued related to building, conditional use permits, street encroachments, and code variances.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

- Intergovernmental revenues increased by \$465,900 or 59.7%, which is primarily the result of a very significant increase in Mutual Aid received in the current fiscal year. This year-to-year amount in this revenue category fluctuates according to wildfires and other extreme conditions where mutual aid assistance has been requested by other cities and fire departments and is then reimbursed after the fact.
- Charges for services increased by \$556,600, or 7.8% from prior year. While there are variations over and under in each revenue account, the largest increases were in the categories of plan check, rental property inspections and application/filing fees.
- Investment income increased modestly by \$88,700, or 1.6%, from the prior year, reflecting stable cash balances and continued favorable interest rates during the fiscal year.
- For Rents and leases, revenue increased by \$141,200, or 12.1%. This increase reflects a robust increase in recreation rentals. As a result of newly renovated spaces, like the Joslyn Senior Center, Recreation staff have been able to market these facilities to larger audiences and accommodate larger events generally.
- Miscellaneous revenue increased by roughly \$179,700, or 8.5%. While several accounts in this category experienced fluctuations, the main driver of the increase was a donation from Toyota of Redlands in the amount of \$250,000 towards the funding of a wellness/gym facility for the planned Safety Hall Building.
- Transfers in decreased in FY 2025 over the prior year by approximately \$89,900, a 3.2% decrease. This was primarily a result of the decrease in fixed asset transfers from the Water, Wastewater, and Solid Waste funds.

The **Governmental Grants Fund** accounts for the receipt and expenditure of grant revenues supporting the City's governmental activities and represents the primary fund through which the City administers its grant-funded programs. This fund captures nearly all grant activity related to general government operations, public safety, planning and homelessness initiatives, and capital infrastructure projects. Most notably, the fund tracks the City's allocation of Coronavirus State and Local Fiscal Recovery Funds issued through the American Rescue Plan Act in the amount of \$11,508,106, the largest federal grant award the City has received to date.

In addition, the fund accounts for several other significant grant programs, including transportation-related engineering grants and equipment and facility grants supporting the Police and Fire Departments. The fund also tracks all grant revenues supporting the City's Homelessness Solutions Team, including the California Department of Housing and Community Development's Encampment Resolution Funding Program awards. During fiscal year 2025, the City received a new Encampment Resolution Funding (ERF-3-R) Program award in an amount not-to-exceed \$4,155,600. This fund also accounts for a \$2.0 million grant from the California Natural Resources Agency awarded in fiscal year 2025 to support completion of the Museum of Redlands construction project.

Major Enterprise Funds. The **Water Fund** has a total net position of \$158.4 million at the end of the fiscal year, \$22.2 million of which is unrestricted. The **Solid Waste (Disposal) Fund** has a total net position deficit of (\$712,000) at the end of the fiscal year, which marks a \$3.6 million reduction over the prior fiscal year; and its unrestricted net position is a deficit of (\$19.3 million). The **Wastewater Fund** has a total net position of \$57.5 million at the end of the fiscal year; \$529,00 of which is unrestricted. These funds account for the respective utility services provided by the City. Other factors concerning the finances of these funds have already been addressed in the discussion of the City's business-type activities.

GENERAL FUND BUDGET

Differences between the final budget and fiscal year 2025 activity in the General Fund can be briefly summarized as follows:

- Total Revenues – \$10.3 million received in excess of budgeted amounts.
- General Government – spent \$5 million less than the final amount appropriated in the budget (savings).
- Public Safety – spent \$3.5 million less than the final amount appropriated in the budget (savings).
- Culture and Recreation – spent \$1.5 million less than the final amount appropriated in the budget (savings).

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

- Highways and Streets – spent \$495,200 less than the final amount appropriated in the budget (savings).
- Library – spent roughly \$518,800 less than budgeted.
- Transfers Out – had a favorable variance of \$7.2 million, as actual transfers were lower than the amount budgeted in the final budget.
- Capital Outlay – there was a positive variance between the final budget and the amount expended of \$3.8 million.
- Debt Service – in this category, there was savings of \$984,900 when comparing the final budget to the actual amount expended during this fiscal year.

Deviations in major categories between the final budget of the General Fund and its actual operating results were as follows. (Note: budget savings are listed as positive figures.)

	Final Budget	Actual Amounts	+ (-) Variance
REVENUES			
Taxes	\$ 95,292,857	\$ 97,363,180	\$ 2,070,323
License and permits	8,593,681	9,780,390	1,186,709
Fines and forfeitures	85,100	71,312	(13,788)
Intergovernmental	499,640	1,246,109	746,469
Charges for services	7,283,660	7,657,756	374,096
Investment income (loss)	2,420,000	5,736,405	3,316,405
Rents and leases	1,258,522	1,308,803	50,281
Miscellaneous	2,040,476	2,291,210	250,734
Transfers in	2,506,621	2,760,231	253,610
Inception of lease liability	-	2,098,978	2,098,978
Total Revenues	<u>119,980,557</u>	<u>130,314,374</u>	<u>10,333,817</u>
EXPENDITURES*			
General Government	30,932,530	25,885,323	5,047,207
Public Safety	62,415,093	58,903,986	3,511,107
Culture & Recreation	10,479,714	8,930,389	1,549,325
Highways & Streets	5,900,313	5,405,089	495,224
Library	3,929,254	3,410,455	518,799
Transfers	22,166,495	14,995,869	7,170,626
Capital Outlay	11,671,681	7,893,014	3,778,667
Debt Service	2,718,190	1,733,327	984,863
Total Expenditures	<u>\$ 150,213,270</u>	<u>\$ 127,157,452</u>	<u>\$ 23,055,818</u>
*Budget savings noted as positive figures			

General Fund revenues remained highly concentrated in the City's two primary tax sources, property tax and sales tax, which together accounted for approximately 73% of total revenues for the year. Excluding the accounting-related inception of lease liability, actual General Fund revenues exceeded budget estimates by \$8.2 million. This favorable variance was driven in part by stronger-than-anticipated growth in property tax revenues, as discussed earlier in this section. Property tax has exhibited sustained growth over the past several years, supported by significant increases in the City's total assessed valuation. While assessed value growth has been robust over the last five years, the pace of growth is expected to moderate in future years as market conditions normalize. Higher-than-anticipated property tax revenues helped offset underperformance in more economically sensitive revenue sources, including sales tax and franchise fees.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

The other significant variation vis-à-vis budget is the inception of lease liability in the amount of \$2.1 million. In compliance with GASB Statement No. 87, the City recognizes lease agreements as part of its financial activities. In essence, GASB 87 requires the lease liability to be recorded as if the City received financing, even though no cash was actually received. This year, the inception of lease liability is reported under General Fund revenues to reflect the financial impact of new lease agreements for key operational assets, including:

- Police Patrol Vehicles: Essential for maintaining public safety and responding to emergencies.
- Public Works Vehicles: Critical for infrastructure maintenance and other city services.
- Fire Department Vehicles: Used for non-emergency tasks such as inspections, logistics, and administrative duties.

The "inception of lease liability" represents the initial recognition of these lease agreements as a financing source, which include the future lease payments that the City is obligated to make. These are offset by the City's right to use the vehicles during the lease term.

All revenue categories had positive variances, except for the categories of Fines & Forfeitures.

- Investment income exceeded the final budget by \$3.3 million, resulting in a significantly favorable variance. The City intentionally budgets investment income conservatively to avoid reliance on market conditions that may fluctuate from year to year and to preserve budget stability. The favorable variance realized during the year reflects higher-than-anticipated interest earnings driven by elevated short-term interest rates, strong investment portfolio performance, and the timing of cash balances maintained throughout the fiscal year.
- Licenses and permits performed better than expected, roughly \$1.2 million, or 13.8%, above forecasts. This was mainly due to increased receipts from building permits and associated activity.
- Intergovernmental revenue was higher than expected by approximately \$746,500, or 149%. This is due mainly to the timing of mutual aid reimbursement revenues, as the reimbursement process can lag by 60 to 90 days after the City's request for reimbursement of the related funds. Higher-than-anticipated revenue from mandated cost reimbursement also contributed to this increase.
- Charges for service were slightly higher by \$374,100, or 5.1%. This revenue category covers numerous individual revenue objects. While many areas fluctuated between actual amount and the final budget amount, the largest variance was an increase in receipts from Building & Safety plan checks, rental inspections and application filing fees.
- Rents and leases were roughly \$50,300 higher than budgeted amounts. These revenues include lease revenue from a six-story office building located at 300 East State Street in downtown Redlands. Increases are attributed to higher than expected rental of recreation facilities.
- Transfers in were higher than budgeted by 10.1%. This can be attributed to higher funding received from the Gas Tax Fund and the Traffic Safety Fund. This is caused by more revenue than anticipated being collected in these funds, as both of them are cleared to zero at the end of the accounting cycle, transferring all of their revenue into other funds, with most of it going to the General Fund.
- Miscellaneous revenues were up by \$250,700, or 12.3%. This was mainly due to an increase in miscellaneous receipts from the transfer of late fees from the Enterprise Funds to the General Fund.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

Total General Fund expenditures ended the year under budget by 15.3%, or \$23.1 million. The majority of the unspent funds will be carried forward to the subsequent fiscal year (2026) for expenditure.

- General Government expenditures ended the year under budget by 16.3%, or \$5 million. This savings is mainly due to underspending with regard to the governmental grants fund for homelessness solutions-related grants, specifically a savings between full time staff salaries and special program expenditures totaling \$4.9 million, although several accounts of expenses fluctuated up and down within this category.
- Public Safety expenditures were under budget by \$3.5 million, or 5.6%. \$2.8 million of this savings can be attributed to the high vacancy rate experienced by the Police Department, which encountered significant difficulty recruiting new police officers during the fiscal year. Fire also experienced roughly \$617,000 in salary savings due to vacancies in the Emergency Services Fund.
- Culture and Recreation came in under budget by roughly \$1.5 million, or 14.8%, this was attributable to unspent funding on projects in the Parks division, as well as other fluctuations across multiple expenditure categories in Parks, Trees and Recreation & Senior Services divisions as well as a small amount of salary savings.
- Highways and Streets expenditures were under budget by \$495,200, or 8.4%. This savings was mainly a result of savings in the Streets Division in contractual and garage expenses, offset by some overspending in the Electrical Division, as well as savings in the development impact fee funds for arterial street construction, traffic signals, and freeway interchanges. The latter is mainly dependent on the timing of projects.
- Library expenditures were just under budget by less than \$518,800, or 13.2% at year-end. The variation includes salary savings, unspent project related funds and savings on non-capital expenditures.
- Capital outlay expenditures were \$3.8 million, or 32.4%, below the final budget at year-end. The favorable variance is primarily attributable to the timing of expenditures associated with several major capital and infrastructure projects that were budgeted but not fully executed during the fiscal year. Delays were largely related to project scheduling, design development, procurement, and coordination with external agencies and contractors. Capital projects within the streets, planning, recreation, and animal services programs accounted for the majority of the unspent appropriations, with remaining funds expected to carry forward for completion in subsequent fiscal years.
- Actual debt service expenditures were below budgeted levels, at a savings of 36.2%, or \$984,900, under budget. While various accounts in this category fluctuate, this variance is due mainly to equipment & vehicle capital leases not being fulfilled by the manufacturer/suppliers by the end of the fiscal year. Most of these leases were for the Police Department, where roughly \$1.5 million was budgeted to acquire patrol vehicle leases budgeted for in FY 2025. As noted above, almost all of these appropriations are carried over into the following fiscal year.

The General Fund realized a net favorable variance of \$23.1 million between actual revenues and expenditures, reflecting a combination of conservative budgeting, disciplined expenditure management, and stronger-than-anticipated property tax performance. Revenue growth was led by property tax, while expenditure savings were achieved across multiple operating categories, including salaries and benefits, contractual services, and vehicle and equipment purchases. These results demonstrate the City's continued emphasis on maintaining structural balance and exercising prudent financial management.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The City's capital assets for its governmental and business-type activities totaled approximately \$880 million as of June 30, 2025 (net of accumulated depreciation and amortization). This investment includes land; buildings and improvements; machinery and equipment; vehicles; infrastructure; water rights; rights-of-way; and construction in progress. Capital assets also include lease assets and subscription assets recognized in accordance with GASB Statements Nos. 87 and 96, which require the recognition of right-to-use assets associated with lease and subscription-based arrangements.

Major capital asset events for **Governmental Activities** during FY 2025 include the following:

Within the Land category, the City acquired a public parking easement at 31 Stuart Street, providing a minimum of 200 parking spaces located on the third floor of the building. The easement was recorded as a capital asset at a cost of \$1.9 million and resulted in a net increase of \$1.9 million, or 4.6%, in the Land category during the fiscal year.

Buildings and Improvements – The City recorded several additions within this category during the fiscal year, including new HVAC systems at the Animal Shelter and Emergency Operations Center; guardrail installations along two minor streets and two arterial streets; and various park-related improvements, such as lighting and electrical upgrades at the Redlands Bowl and new lighting at the Community Sports Park. Collectively, these additions increased the Buildings and Improvements category by \$3.7 million, or 5.9%, during the year.

Additions and deletions to machinery, equipment, and vehicles in governmental activities resulted in a net increase of \$1.1 million, 4.4%. This increase reflects the purchase and installation of general office hardware, the implementation of a comprehensive network switch replacement project, a comprehensive Police Department Camera system replacement project, the addition of new traffic detection and control systems as well as a new fuel management system.

Net additions to infrastructure assets in general government activities totaled nearly \$12.5 million, or 4.4%. Roughly \$7 million of these additions were the result of projects constructed by the City, including the 2023 and 2024 Alley Paving Improvements and the 2024 street resurfacing project. Additions recorded as a result of private developer projects totaled roughly \$7 million as well. Deletions in this category represent adjustments made when portions of existing infrastructure assets were replaced or reconstructed. Specifically, if an infrastructure asset was newly constructed, no deletions were recorded. However, if an asset was completely reconstructed, the full cost of the original asset was removed from the records as a deletion. For assets where only a portion was removed and replaced, the corresponding percentage of the original asset's cost was recorded as a deletion in the accompanying schedules.

Right-of-way assets increased by \$7.0 million, or 1.9%, during the fiscal year, representing a more modest increase compared to the prior year. Although a comparable amount of right-of-way acreage was added, the recorded value was lower because the City applied an average assessed value methodology based on parcels classified as government land by the County Assessor's Office, which limited the overall increase in reported value.

Construction in Progress values in general government activities decreased slightly by almost \$500,000, or 3%. This decrease reflects completion of several large capital improvement projects and equipment purchases, including the Fire Station No. 262 Remodel Architectural and Construction Services, the Redlands Bowl Lighting, Speakers, Communication Outlets & Cabling Replacement, the purchase of three Type I Fire Engines, and the 2024 Alley Paving Improvement Project. Transfers and deletions in this category represent projects that were completed by June 30, 2025. Upon completion, these projects were reclassified into other asset categories, most commonly the infrastructure asset class, to reflect their transition from in-progress to capitalized assets.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

Accumulated Depreciation increased by \$7.3 million, or 4.5%. The City's measurement of accumulated depreciation is based on estimated useful lives by infrastructure asset type. Estimated useful lives were initially established using engineering standards, as well as discussions with City staff regarding the City's maintenance program for each asset type. The largest increases were in the categories of infrastructure and buildings & improvements.

Overall, lease assets increased by roughly \$2 million, or 46.2%, as a result of new lease agreements for public works and public safety vehicles.

Overall, subscription assets decreased by roughly \$81,700, or 19%, as a result of expired subscriptions in whole or part.

Accumulated amortization represents the portion of lease and subscription asset values that has been expensed over time as the City uses these assets, in accordance with GASB standards. During the fiscal year, accumulated amortization increased by approximately \$624,000, reflecting ongoing amortization of existing lease and subscription assets, partially offset by the addition of new assets with minimal amortization to date and adjustments related to asset reclassifications.

For **business type activities**, machinery, equipment and vehicle assets increased by roughly \$872,000, or 3.62%, representing purchases of office, laboratory and sampling equipment as well as the purchase of three (3) front-loading solid waste collection vehicles.

Building & Improvements increased by roughly 0.9%, or \$1.1 million.

Machinery & Equipment increased by \$2.9 million, or 11.6%.

Infrastructure assets increased by roughly \$10.3 million, or 4.9%. Roughly \$6.9 million of this increased is attributed to the 2022 & 2023 CIP Sewer Pipeline Replacement project as well as the 2024 Sewer Pipeline and Manhole Rehabilitation project. Another \$2.8 million is attributed to private development projects contributing to Water System infrastructure.

Construction in progress increased by \$5.6 million, or 45.7%, during the fiscal year, reflecting the initiation and continued advancement of several major capital projects. Notable projects contributing to this increase include the 2023 CIP Water Pipeline and Highline Replacement Project and the Wastewater Treatment Plant Phase II Modifications project. These increases were partially offset by the completion of various projects that were transferred out of construction in progress upon placement into service.

Accumulated depreciation increased by \$6.8 million, or 3.4%, with the largest increases in the categories of infrastructure and building & improvements.

Lease Assets increased by \$1.1 million, or 39%. This reflects new vehicle leases in the Water, Wastewater and Solid Waste divisions.

As noted above, accumulated amortization represents the portion of lease and subscription asset values that has been expensed over time as the City uses these assets, in accordance with GASB standards. During the fiscal year, accumulated amortization increased by approximately \$715,300, reflecting continued amortization of existing lease and subscription assets, partially offset by the addition of new assets with minimal amortization to date and adjustments related to asset reclassifications.

Overall, for primary government the City's net capital assets increased somewhat significantly by \$33.3 million for the fiscal year ended June 30, 2025, or 3.9% over prior year. This is slightly lower than the previous year's increase of 5.7%.

City of Redlands
Management's Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

Capital assets for the governmental and business type activities are presented below to illustrate changes from the prior year:

	Governmental Activities		Business-Type Activities		Total		Inc./ (Dec.)
	2025	2024	2025	2024	2025	2024	% of Change
Land	\$ 43,645,905	\$ 41,707,282	\$ 28,069,057	\$ 28,069,057	\$ 71,714,962	\$ 69,776,339	2.8%
Buildings & Improvements	66,402,490	62,724,536	124,326,375	123,210,762	190,728,865	185,935,298	2.6%
Machinery/Equip./Vehicles	26,613,395	25,482,981	27,872,228	24,968,572	54,485,623	50,451,553	8.0%
Infrastructure	295,294,847	282,812,418	221,087,892	210,736,273	516,382,739	493,548,691	4.6%
Water Rights	408,125	408,125	9,792,995	9,792,995	10,201,120	10,201,120	0.0%
Right of Way	373,876,657	366,862,877	-	-	373,876,657	366,862,877	1.9%
Construction in Progress	15,808,739	16,307,905	17,768,499	12,194,230	33,577,238	28,502,135	17.8%
Accumulated Depreciation	(169,946,905)	(162,650,313)	(208,671,732)	(201,824,376)	(378,618,637)	(364,474,689)	3.9%
Lease Assets	6,401,170	4,377,917	3,971,466	2,854,808	10,372,636	7,232,725	43.4%
Subscription Assets	341,190	422,936	-	-	341,190	422,936	(19.3%)
Accumulated Amortization	(1,904,475)	(1,280,507)	(1,094,882)	(379,595)	(2,999,357)	(1,660,102)	80.7%
Total	\$ 656,941,138	\$ 637,176,157	\$ 223,121,898	\$ 209,622,726	\$ 880,063,036	\$ 846,798,883	3.9%

Internal Service Fund capital assets, net of accumulated depreciation, are included in Governmental Activities.

Additional information on the City's Capital Assets can be found in Note 6 of the section titled Notes to the Basic Financial Statements.

Long-Term Liabilities

Major long-term liability events during FY 2025 include the following:

- The Lease liability category increased by \$1.3 million, or 25.2% as a result of the addition of new leases for vehicles in Police, Fire, Recreation, Streets, Parks, Engineering, Water and Wastewater operations.
- Subscription liability increased by \$42,000, or 76.4%, during the fiscal year, reflecting the net effect of the expiration of certain technology agreements and the initiation of new subscription-based arrangements.
- Taxable pension bonds experienced a decrease of 3.6% as a result of annual debt service and no new additions were made to such debt.
- Notes payable decreased by roughly \$971,400, or 6%, as a result of repayments and no new additions to debt in this category.
- Claims payable increased by \$4.4 million, or 28.6%, during the fiscal year. The increase reflects a higher volume of claims filed against the City. Claims activity can fluctuate significantly from year to year based on the timing and nature of filings.
- Compensated absences increased by approximately \$5.3 million, or 54%, during the fiscal year. This increase is primarily attributable to the City's implementation of GASB Statement No. 101 in fiscal year 2025, which requires the recognition of compensated absence liabilities based on leave benefits earned by employees and the likelihood that those benefits will ultimately be used or paid.

City of Redlands
Management’s Discussion and Analysis (Unaudited) (Continued)
For the Year Ended June 30, 2025

- The landfill closure liability increased slightly by \$578,300, or 3.75%. The landfill closure liability increased slightly by \$578,300, or 3.75%, primarily due to updated cost estimates and the passage of time as additional closure and post-closure obligations are recognized in accordance with regulatory requirements.
- After two years of favorable trends, the City’s total OPEB liability increased by \$11.1 million, or 8.2%, primarily due to changes in actuarial assumptions and the normal accrual of benefits, partially offset by continued contributions and plan experience.
- The City’s net pension liability decreased by \$5.2 million, or 3.1%, during the fiscal year, primarily reflecting favorable investment performance and actuarial experience within the pension plans, partially offset by the normal accrual of benefits.

Long-term liabilities for governmental and business type activities are presented below to illustrate changes from the prior year:

	Governmental Activities		Business-Type Activities		Total		Inc./ (Dec.)
	2025	2024	2025	2024	2025	2024	% of Change
Lease Liability	\$ 3,984,583	\$ 2,941,545	\$ 2,514,839	\$ 2,249,119	\$ 6,499,422	\$ 5,190,664	25.21%
Subscription Liability	97,108	55,044	-	-	97,108	55,044	76.42%
Taxable Pension Bonds	4,309,904	4,469,940	-	-	4,309,904	4,469,940	-3.58%
Notes Payable	4,565,774	4,789,210	10,561,432	11,309,430	15,127,206	16,098,640	-6.03%
Claims Payable	19,852,779	15,433,473	-	-	19,852,779	15,433,473	28.63%
Compensated Absences*	12,827,227	12,209,764	2,415,206	2,261,528	15,242,433	14,471,292	5.33%
Landfill Closure Liability	-	-	15,996,513	15,418,260	15,996,513	15,418,260	3.75%
Total OPEB Liability	98,257,355	89,577,526	42,703,270	40,315,855	140,960,625	129,893,381	8.52%
Net Pension Liability	137,481,905	139,682,059	21,072,264	24,033,967	158,554,169	163,716,026	-3.15%
Total	\$281,376,635	\$269,158,561	\$ 95,263,524	\$ 95,588,159	\$376,640,159	\$364,746,720	3.26%

*The balance in FY 2024 for compensated absences has been restated in accordance with GASB 101. More detail is available in Note 1 - M and Note 9.

Additional information on the City’s long-term liabilities can be found in Notes 7 and 9-13 of the Notes to the Basic Financial Statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the City’s finances. Questions concerning any of the information provided in this report or requests for additional financial information should be sent to the Management Services Department at ACFR@cityofredlands.org or to Management Services / Finance Director, 35 Cajon Street, Suite 222, Redlands, CA 92373. This financial report is also available in electronic format on the City’s website at <http://cityofredlands.org/finance/annualreport>. Additional information intended for the business community is available on the Economic Development web page also located on the City’s website listed above at <http://www.cityofredlands.org/ED>.

BASIC FINANCIAL STATEMENTS

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

City of Redlands
Statement of Net Position
June 30, 2025

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
ASSETS			
Current assets:			
Cash and investments	\$ 175,704,531	\$ 106,888,214	\$ 282,592,745
Accounts receivable, net	1,926,414	10,373,559	12,299,973
Taxes receivable	10,090,098	2,209	10,092,307
Interest receivable	1,366,830	638,617	2,005,447
Lease receivable - due within one year	606,553	216,649	823,202
Due from other governments	2,041,360	705,208	2,746,568
Prepaid items	698,523	21,618	720,141
Inventories	343,262	-	343,262
Internal balances	417,285	(417,285)	-
Total current assets	<u>193,194,856</u>	<u>118,428,789</u>	<u>311,623,645</u>
Noncurrent assets:			
Restricted cash and investments	284,866	712,985	997,851
Loan receivable	551,178	-	551,178
Lease receivable - due in more than one year	2,206,272	1,950,001	4,156,273
Capital assets:			
Non-depreciable/amortizable	433,739,426	55,630,551	489,369,977
Depreciable/amortizable, net	<u>223,201,712</u>	<u>167,491,347</u>	<u>390,693,059</u>
Total capital assets	<u>656,941,138</u>	<u>223,121,898</u>	<u>880,063,036</u>
Total noncurrent assets	<u>659,983,454</u>	<u>225,784,884</u>	<u>885,768,338</u>
Total assets	<u>853,178,310</u>	<u>344,213,673</u>	<u>1,197,391,983</u>
DEFERRED OUTFLOWS OF RESOURCES			
Related to OPEB	32,082,610	10,696,551	42,779,161
Related to pensions	<u>38,219,065</u>	<u>4,632,174</u>	<u>42,851,239</u>
Total deferred outflows of resources	<u>70,301,675</u>	<u>15,328,725</u>	<u>85,630,400</u>

City of Redlands
Statement of Net Position (Continued)
June 30, 2025

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
LIABILITIES			
Current liabilities:			
Accounts payable	7,536,127	6,733,717	14,269,844
Accrued payroll	4,826,878	1,274,954	6,101,832
Interest payable	117,097	98,524	215,621
Unearned revenue	7,006,874	308,451	7,315,325
Deposits payable	3,582,785	3,092,141	6,674,926
Compensated absences - due within one year	6,413,615	1,207,604	7,621,219
Claims payable - due within one year	9,926,390	-	9,926,390
Long-term debt - due within one year	1,477,783	2,198,446	3,676,229
Total current liabilities	<u>40,887,549</u>	<u>14,913,837</u>	<u>55,801,386</u>
Noncurrent liabilities:			
Compensated absences - due in more than one year	6,413,612	1,207,602	7,621,214
Claims payable - due in more than one year	9,926,389	-	9,926,389
Long-term debt - due in more than one year	11,479,586	10,877,825	22,357,411
Landfill closure liability	-	15,996,513	15,996,513
Total OPEB liability - due in more than one year	98,257,355	42,703,270	140,960,625
Aggregate net pension liability - due in more than one year	137,481,905	21,072,264	158,554,169
Total noncurrent liabilities	<u>263,558,847</u>	<u>91,857,474</u>	<u>355,416,321</u>
Total liabilities	<u>304,446,396</u>	<u>106,771,311</u>	<u>411,217,707</u>
DEFERRED INFLOWS OF RESOURCES			
Related to leases	2,622,941	2,002,410	4,625,351
Related to OPEB	50,133,050	13,852,076	63,985,126
Related to pensions	593,834	-	593,834
Total deferred inflows of resources	<u>53,349,825</u>	<u>15,854,486</u>	<u>69,204,311</u>
NET POSITION			
Net investment in capital assets	648,293,673	210,045,627	858,339,300
Restricted:			
Donations	1,067,304	-	1,067,304
Grants	307,604	-	307,604
PEG fees	724,992	-	724,992
Park and open space acquisition/improvement	5,945,504	-	5,945,504
Public facilities	2,545,043	-	2,545,043
Public safety	398,763	-	398,763
Police programs and equipment	1,964,140	-	1,964,140
Public art	10,335	-	10,335
Street reconstruction/improvement projects	13,777,723	-	13,777,723
Debt service	637,959	462,600	1,100,559
Capital projects	3,063,594	19,193,915	22,257,509
Endowment - non-expendable	-	110,741	110,741
Endowment - expendable	35,245	-	35,245
CFD assessment	201,474	-	201,474
Total restricted	<u>30,679,680</u>	<u>19,767,256</u>	<u>50,446,936</u>
Unrestricted (deficit)	<u>(113,289,589)</u>	<u>7,103,718</u>	<u>(106,185,871)</u>
Total net position	<u>\$ 565,683,764</u>	<u>\$ 236,916,601</u>	<u>\$ 802,600,365</u>

City of Redlands
Statement of Activities
For the Year Ended June 30, 2025

Functions/Programs	Expenses	Program Revenues			Total
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Primary government:					
Governmental activities:					
General government	\$ 42,523,409	\$ 16,977,454	\$ 6,950,745	\$ 222,079	\$ 24,150,278
Public safety	83,895,046	805,711	1,208,550	257,320	2,271,581
Culture and recreation	10,439,921	612,736	1,324	448,667	1,062,727
Highway and streets	13,578,992	387,015	-	23,741,631	24,128,646
Library	6,009,854	4,980	1,806,002	149,280	1,960,262
Interest on long-term debt	819,129	-	-	-	-
Total governmental activities	<u>157,266,351</u>	<u>18,787,896</u>	<u>9,966,621</u>	<u>24,818,977</u>	<u>53,573,494</u>
Business-type activities:					
Water	33,200,910	30,527,328	2,722,500	3,856,396	37,106,224
Disposal	17,794,049	22,361,903	131,457	88,151	22,581,511
Wastewater	15,228,817	13,757,797	-	2,217,248	15,975,045
Groves	1,560,580	378,608	-	-	378,608
Non-Potable	228,214	839,500	57,573	195,984	1,093,057
Cemetery	1,170,759	1,164,434	-	-	1,164,434
Aviation	1,202,040	165,683	585,761	-	751,444
Total business-type activities	<u>70,385,369</u>	<u>69,195,253</u>	<u>3,497,291</u>	<u>6,357,779</u>	<u>79,050,323</u>
Total primary government	<u><u>\$ 227,651,720</u></u>	<u><u>\$ 87,983,149</u></u>	<u><u>\$ 13,463,912</u></u>	<u><u>\$ 31,176,756</u></u>	<u><u>\$ 132,623,817</u></u>

City of Redlands
Statement of Activities (Continued)
For the Year Ended June 30, 2025

Functions/Programs	Net (Expense) Revenue and Changes in Net Position		
	Governmental Activities	Business-type Activities	Total
Primary government:			
Governmental activities:			
General government	\$ (18,373,131)	\$ -	\$ (18,373,131)
Public safety	(81,623,465)	-	(81,623,465)
Culture and recreation	(9,377,194)	-	(9,377,194)
Highway and streets	10,549,654	-	10,549,654
Library	(4,049,592)	-	(4,049,592)
Interest on long-term debt	(819,129)	-	(819,129)
Total governmental activities	(103,692,857)	-	(103,692,857)
Business-type activities:			
Water	-	3,905,314	3,905,314
Disposal	-	4,787,462	4,787,462
Wastewater	-	746,228	746,228
Groves	-	(1,181,972)	(1,181,972)
Non-Potable	-	864,843	864,843
Cemetery	-	(6,325)	(6,325)
Aviation	-	(450,596)	(450,596)
Total business-type activities	-	8,664,954	8,664,954
Total primary government	(103,692,857)	8,664,954	(95,027,903)
General Revenues and Transfers:			
General revenues:			
Taxes:			
Property taxes	45,991,007	115,954	46,106,961
Sales and use taxes	47,088,618	-	47,088,618
Franchise taxes	2,685,573	-	2,685,573
Other taxes	2,744,184	-	2,744,184
Total taxes	98,509,382	115,954	98,625,336
Investment income	9,605,154	5,418,312	15,023,466
Gain on sale of capital assets	-	-	-
Intergovernmental - unrestricted	1,341,917	-	1,341,917
Miscellaneous revenue	2,634,249	2,698,968	5,333,217
Transfers	2,925,235	(2,925,235)	-
Total general revenues and transfers	115,015,937	5,307,999	120,323,936
Change in net position	11,323,080	13,972,953	25,296,033
Net Position:			
Beginning of year, as restated (Note 19)	554,360,684	222,943,648	777,304,332
End of year	\$ 565,683,764	\$ 236,916,601	\$ 802,600,365

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FUND FINANCIAL STATEMENTS

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Governmental Funds Financial Statements

General Fund - This fund accounts for all revenues and expenditures used to finance the traditional services associated with a municipal government which are not accounted for in the other funds. In Redlands, these services include general government, public safety, culture and recreation, highway and streets, and library.

Governmental Grants Special Revenue Fund - This fund accounts for the receipt and expenditure of grant monies received from various agencies for general government projects.

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**City of Redlands
Balance Sheet
Governmental Funds
June 30, 2025**

	Major Funds			
	General Fund	Governmental Grants Special Revenue Fund	Non-major Governmental Funds	Total Governmental Funds
ASSETS				
Cash and investments	\$ 113,513,844	\$ 5,057,788	\$ 32,091,467	\$ 150,663,099
Restricted cash and investments	-	-	284,866	284,866
Accounts receivable, net	1,887,709	-	28,240	1,915,949
Taxes receivable	9,205,115	-	884,983	10,090,098
Interest receivable	1,220,731	-	-	1,220,731
Lease receivable	2,812,825	-	-	2,812,825
Due from other governments	544,043	1,451,310	46,007	2,041,360
Prepaid items	430,838	157,372	65,997	654,207
Due from other funds	420,168	-	-	420,168
Loan receivable	551,178	-	-	551,178
Total assets	\$ 130,586,451	\$ 6,666,470	\$ 33,401,560	\$ 170,654,481
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 3,924,070	\$ 838,123	\$ 1,086,414	\$ 5,848,607
Accrued payroll	3,524,077	54,340	280,281	3,858,698
Deposits payable	3,045,423	-	537,362	3,582,785
Unearned revenues	1,133,738	5,309,031	564,105	7,006,874
Due to other funds	-	-	2,883	2,883
Total liabilities	11,627,308	6,201,494	2,471,045	20,299,847
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenue	2,002,591	1,337,242	198,048	3,537,881
Deferred inflows related to leases	2,622,941	-	-	2,622,941
Total deferred inflows of resources	4,625,532	1,337,242	198,048	6,160,822
Fund Balances:				
Nonspendable	982,016	157,372	96,197	1,235,585
Restricted	1,792,296	-	28,381,732	30,174,028
Committed	13,479,646	-	-	13,479,646
Assigned	34,705,113	-	2,257,421	36,962,534
Unassigned (deficit)	63,374,540	(1,029,638)	(2,883)	62,342,019
Total fund balances	114,333,611	(872,266)	30,732,467	144,193,812
Total liabilities, deferred inflows of resources, and fund balances	\$ 130,586,451	\$ 6,666,470	\$ 33,401,560	\$ 170,654,481

City of Redlands
Reconciliation of the Governmental Funds Balance Sheet
to the Government-Wide Statement of Net Position
June 30, 2025

Total Fund Balances - Total Governmental Funds	<u>\$ 144,193,812</u>
Amounts reported for Governmental Activities in the Statement of Net Position were different because:	
Unavailable revenues reported on the Governmental Fund Financial Statements resulting from activities in which revenues were earned but were not available are reclassified as revenues in the Government-Wide Financial Statements.	<u>3,537,881</u>
Capital Assets used in the governmental activities were not financial resources and therefore were not reported in the Governmental Funds Balance Sheet.	
Government-Wide Statement of Net Position	656,941,138
Less: capital assets reported in Internal Service Funds	<u>(1,794,841)</u>
Total capital assets	<u>655,146,297</u>
Long-term liabilities are not due and payable in the current period and therefore were not reported in the Governmental Funds Balance Sheet.	
Amount reported in Government-Wide Statement of Net Position	
Compensated absences - due within one year	(6,413,615)
Compensated absences - due in more than one year	(6,413,612)
Long-term debt - due within one year	(1,477,783)
Long-term debt - due in more than one year	(11,479,586)
Less: amount reported in Internal Service Funds:	
Compensated absences - due within one year	396,461
Compensated absences - due in more than one year	396,458
Long-term debt - due within one year	32,866
Long-term debt - due in more than one year	108,956
Total long-term liabilities	<u>(24,849,855)</u>
Interest payable on long-term debt did not require current financial resources. Therefore, interest payable was not reported as a liability in the governmental funds.	<u>(117,097)</u>
Aggregate net pension liability and total OPEB liability used in the governmental activities were not financial resources and therefore were not reported in the Governmental Funds Balance Sheet.	
Total OPEB liability	(98,257,355)
Net pension liability	(137,481,905)
Less: amount reported in Internal Service Funds:	
Total OPEB liability	8,361,942
Net pension liability	<u>6,546,230</u>
Total OPEB and Pension	<u>(220,831,088)</u>
Deferred outflows of resources related to OPEB and pensions are not available for current period and, therefore, are deferred in the governmental funds or not recorded in the governmental funds.	
Amount reported in Government-Wide Statement of Net Position	
Deferred outflows of resources related to OPEB	32,082,610
Deferred outflows of resources related to pensions	38,219,065
Less: amount reported in Internal Service Funds:	
Deferred outflows of resources related to OPEB	(2,458,307)
Deferred outflows of resources related to pensions	<u>(1,439,013)</u>
Total deferred outflows of resources	<u>66,404,355</u>
Deferred inflows of resources related to OPEB and pensions are not available for current period and, therefore, are deferred in the governmental funds or not recorded in the governmental funds.	
Amount reported in Government-Wide Statement of Net Position	
Deferred inflows of resources related to OPEB	(50,133,050)
Deferred inflows of resources related to pensions	(593,834)
Less: amount reported in Internal Service Funds:	
Deferred inflows of resources related to OPEB	3,998,134
Total deferred inflows of resources	<u>(46,728,750)</u>
Internal service funds are used by management to charge the costs of certain activities, such as fleet maintenance, risk management, and information technology, to individual funds. The assets and liabilities of the internal service funds are included in the governmental activities in the statement of net position.	<u>(11,071,791)</u>
Net Position of Governmental Activities	<u>\$ 565,683,764</u>

City of Redlands
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Year Ended June 30, 2025

	Major Funds				
	General Fund	Governmental Grants Special Revenue Fund		Non-major Governmental Funds	Total Governmental Funds
REVENUES:					
Property taxes	\$ 44,844,805	\$ -	\$ 1,146,202	\$ 45,991,007	
Sales and use taxes	47,088,618	-	-	47,088,618	
Other taxes	2,744,184	-	-	2,744,184	
Franchise fees	2,685,573	-	-	2,685,573	
Licenses and permits	9,780,390	-	9,910	9,790,300	
Fines and forfeitures	71,312	-	160,847	232,159	
Intergovernmental	1,246,109	9,266,326	6,165,299	16,677,734	
Charges for services	7,657,756	-	2,842,621	10,500,377	
Investment income	5,736,405	34,021	1,093,837	6,864,263	
Rents and leases	1,308,803	-	3,360	1,312,163	
Miscellaneous	2,291,210	-	807,245	3,098,455	
Total revenues	125,455,165	9,300,347	12,229,321	146,984,833	
EXPENDITURES:					
Current:					
General government	25,885,323	5,849,237	2,066,133	33,800,693	
Public safety	58,903,986	300,882	6,316,342	65,521,210	
Culture and recreation	8,930,389	-	15,153	8,945,542	
Highway and streets	5,405,089	-	1,154,891	6,559,980	
Library	3,410,455	1,997,000	-	5,407,455	
Capital outlay	7,893,014	1,991,780	6,492,585	16,377,379	
Debt service:					
Principal	1,195,665	-	268,988	1,464,653	
Interest and fiscal charges	537,662	-	240,627	778,289	
Total expenditures	112,161,583	10,138,899	16,554,719	138,855,201	
REVENUES OVER (UNDER) EXPENDITURES	13,293,582	(838,552)	(4,325,398)	8,129,632	
OTHER FINANCING SOURCES (USES):					
Inception of lease liability	2,098,978	-	-	2,098,978	
Transfers in	2,760,231	14,448	14,284,815	17,059,494	
Transfers out	(14,995,869)	(66,702)	(6,484,962)	(21,547,533)	
Total other financing sources (uses)	(10,136,660)	(52,254)	7,799,853	(2,389,061)	
NET CHANGE IN FUND BALANCES	3,156,922	(890,806)	3,474,455	5,740,571	
FUND BALANCES (DEFICIT):					
Beginning of year	111,176,689	18,540	27,258,012	138,453,241	
End of year	\$ 114,333,611	\$ (872,266)	\$ 30,732,467	\$ 144,193,812	

City of Redlands
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes
in Fund Balances to the Government-Wide Statement of Activities and Changes in Net Position
For the Year Ended June 30, 2025

Total Fund Balances - Total Governmental Funds \$ 5,740,571

Amounts reported for Governmental Activities in the Statement of Net Position were different because:

Governmental funds reported capital outlay as expenditures. However, in the Government-Wide Statement of Activities, the cost of those assets was allocated over their estimated useful lives as depreciation and amortization expenses. This is the amount of capital assets recorded in the current period (net of \$1,411,688 added in internal service funds) (\$87,165 of the governmental fund capital outlay balance were for repairs and maintenance expenditures).	16,377,379
In the Government-Wide Statement of Activities, donated assets are reported as a capital contribution.	15,891,456
Depreciation/amortization expense on capital assets was reported in the Government-Wide Statement of Activities and Changes in Net Position, but they did not require the use of current financial resources. Therefore, depreciation/amortization expense, net of internal service funds of \$575,318, was not reported as expenditures in the Governmental Funds.	(11,131,197)
The net effect of various miscellaneous transactions involving capital assets (i.e. sales, trade-ins, and donations) decreased net position.	(2,207,340)
Issuance of long-term liabilities provides current financial resources to governmental funds, but the issuance increased long-term liabilities in the Government-Wide Statement of Net Position.	
Lease liabilities	(2,098,978)
Repayment of long-term liabilities was an expenditures in governmental funds, but the repayment reduced long-term liabilities in the Government-Wide Statement of Net Position.	
Principal payment of long-term debt (net of internal service funds principal payments of \$94,448)	1,464,653
Amortization of accreted interest	(39,964)
Interest expense on long-term debt was reported in the Government-Wide Statement of Activities, but it did not require the use of current financial resources. This amount represented the changes in accrued interest from prior year.	2,031
Compensated absences expenses reported in the Government-Wide Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds. (net of \$44,920 added in internal service funds).	(572,543)
Revenues in the Government-Wide Statement of Activities that do not provide current financial resources and are not reported as revenue in the governmental funds.	1,270,457
Certain pension expenses reported in the Government-Wide Statement of Activities do not require the use of current financial resources and therefore, are not reported as expenditures in governmental funds.	
Changes in pension related deferred outflows of resources	(11,753,826)
Changes in net pension liabilities	1,955,668
Changes in pension related deferred inflows of resources	770,183
Certain OPEB expenses reported in the Government-Wide Statement of Activities do not require the use of current financial resources and therefore, are not reported as expenditures in governmental funds.	
Changes in OPEB related deferred outflows of resources	(388,386)
Changes in total OPEB liabilities	(7,884,023)
Changes in OPEB related deferred inflows of resources	6,775,361
The internal service funds are used by management to charge the costs of certain activities, such as fleet maintenance, risk management, and information technology to individual funds. The net revenue of certain activities of internal service funds is reported with governmental activities.	(2,848,422)

Change in Net Position of Governmental Activities \$ 11,323,080

Proprietary Funds Financial Statements

Water Fund - This fund is used to account for the activities of the City's water utility operations, projects, debt service costs, and impact fees of the City.

Disposal Fund - This fund is used to account for the activities of the City's refuse disposal collection operations, projects, debt service costs, and impact fees of the City.

Wastewater Fund - This fund is used to account for the activities of the City's wastewater utility operations, projects, debt service costs, and impact fees of the City.

Internal Service Funds - These funds are used to provide goods and services by one department or agency to other departments or agencies of the City on a cost reimbursement basis.

City of Redlands
Statement of Net Position
Proprietary Funds
June 30, 2025

	Major Funds		
	Water Fund	Disposal Fund	Wastewater Fund
ASSETS			
Current assets:			
Cash and investments	\$ 57,783,908	\$ 24,775,447	\$ 15,687,154
Accounts receivable, net	5,204,488	3,091,911	1,761,039
Taxes receivable	-	1,148	-
Interest receivable	344,088	148,604	94,092
Lease receivable - due within one year	104,108	-	-
Due from other governments	-	-	-
Prepaid items	10,369	-	11,239
Inventories	-	-	-
Total current assets	63,446,961	28,017,110	17,553,524
Noncurrent assets:			
Restricted cash and investments	702,995	-	-
Lease receivable - due in more than one year	1,559,514	-	-
Advances to other funds	360,077	680,157	-
Capital assets:			
Non-depreciable	30,738,985	40,737	9,471,438
Depreciable, net	107,421,104	10,642,422	46,800,160
Total capital assets	138,160,089	10,683,159	56,271,598
Total noncurrent assets	140,782,675	11,363,316	56,271,598
Total assets	204,229,636	39,380,426	73,825,122
DEFERRED OUTFLOWS OF RESOURCES			
Related to OPEB	5,010,443	3,301,487	1,976,770
Related to pensions	1,908,847	1,307,174	1,145,704
Total deferred outflows of resources	6,919,290	4,608,661	3,122,474

(Continued)

City of Redlands
Statement of Net Position (Continued)
Proprietary Funds
June 30, 2025

	Non-Major Enterprise Funds	Total	Governmental Activities Internal Service Funds
ASSETS			
Current assets:			
Cash and investments	\$ 8,641,705	\$ 106,888,214	\$ 25,041,432
Accounts receivable, net	316,121	10,373,559	10,465
Taxes receivable	1,061	2,209	-
Interest receivable	51,833	638,617	146,099
Lease receivable - due within one year	112,541	216,649	-
Due from other governments	705,208	705,208	-
Prepaid items	10	21,618	44,316
Inventories	-	-	343,262
Total current assets	9,828,479	118,846,074	25,585,574
Noncurrent assets:			
Restricted cash and investments	9,990	712,985	-
Lease receivable - due in more than one year	390,487	1,950,001	-
Advances to other funds	-	1,040,234	-
Capital assets:			
Non-depreciable	15,379,391	55,630,551	669,105
Depreciable, net	2,627,661	167,491,347	1,125,736
Total capital assets	18,007,052	223,121,898	1,794,841
Total noncurrent assets	18,407,529	226,825,118	1,794,841
Total assets	28,236,008	345,671,192	27,380,415
DEFERRED OUTFLOWS OF RESOURCES			
Related to OPEB	407,851	10,696,551	2,458,307
Related to pensions	270,449	4,632,174	1,439,013
Total deferred outflows of resources	678,300	15,328,725	3,897,320

(Continued)

City of Redlands
Statement of Net Position (Continued)
Proprietary Funds
June 30, 2025

	Major Funds		
	Water Fund	Disposal Fund	Wastewater Fund
LIABILITIES			
Current liabilities:			
Accounts payable	4,835,438	565,133	1,199,847
Accrued payroll	514,685	381,213	302,103
Due to other funds	-	-	-
Interest payable	-	98,524	-
Deposits payable	1,547,198	29,015	5,515
Unearned revenue	6,845	200,144	-
Compensated absences - due within one year	504,613	330,375	318,386
Claims payable - due within one year	-	-	-
Long-term debt - due within one year	1,327,561	686,104	149,719
Total current liabilities	<u>8,736,340</u>	<u>2,290,508</u>	<u>1,975,570</u>
Noncurrent liabilities:			
Advances from other funds	-	-	-
Compensated absences - due in more than one year	504,613	330,375	318,385
Claims payable - due in more than one year	-	-	-
Long term debt - due in more than one year	6,091,078	4,297,609	421,309
Landfill closure	-	15,996,513	-
Total OPEB liability	21,578,052	10,838,947	8,982,068
Net pension liability	8,683,552	5,946,478	5,211,933
Total noncurrent liabilities	<u>36,857,295</u>	<u>37,409,922</u>	<u>14,933,695</u>
Total liabilities	<u>45,593,635</u>	<u>39,700,430</u>	<u>16,909,265</u>
DEFERRED INFLOWS OF RESOURCES			
Related to leases	1,514,961	-	-
Related to OPEB	5,656,896	5,000,609	2,512,103
Total deferred inflows of resources	<u>7,171,857</u>	<u>5,000,609</u>	<u>2,512,103</u>
NET POSITION			
Net investment in capital assets	130,741,450	5,699,446	55,700,570
Restricted:			
Debt service	462,600	-	-
Capital projects	5,000,000	12,897,799	1,296,116
Endowment - non-expendable	-	-	-
Total restricted	<u>5,462,600</u>	<u>12,897,799</u>	<u>1,296,116</u>
Unrestricted (deficit)	22,179,384	(19,309,197)	529,542
Total net position (deficit)	<u>\$ 158,383,434</u>	<u>\$ (711,952)</u>	<u>\$ 57,526,228</u>

(Continued)

City of Redlands
Statement of Net Position (Continued)
Proprietary Funds
June 30, 2025

	Non-Major Enterprise Funds	Total	Governmental Activities Internal Service Funds
LIABILITIES			
Current liabilities:			
Accounts payable	133,299	6,733,717	1,687,520
Accrued payroll	76,953	1,274,954	968,180
Due to other funds	417,285	417,285	-
Interest payable	-	98,524	-
Deposits payable	1,510,413	3,092,141	-
Unearned revenue	101,462	308,451	-
Compensated absences - due within one year	54,230	1,207,604	396,461
Claims payable - due within one year	-	-	9,926,390
Long-term debt - due within one year	35,062	2,198,446	32,866
Total current liabilities	2,328,704	15,331,122	13,011,417
Noncurrent liabilities:			
Advances from other funds	1,040,234	1,040,234	-
Compensated absences - due in more than one year	54,229	1,207,602	396,458
Claims payable - due in more than one year	-	-	9,926,389
Long term debt - due in more than one year	67,829	10,877,825	108,956
Landfill closure	-	15,996,513	-
Total OPEB liability	1,304,203	42,703,270	8,361,942
Net pension liability	1,230,301	21,072,264	6,546,230
Total noncurrent liabilities	3,696,796	92,897,708	25,339,975
Total liabilities	6,025,500	108,228,830	38,351,392
DEFERRED INFLOWS OF RESOURCES			
Related to leases	487,449	2,002,410	-
Related to OPEB	682,468	13,852,076	3,998,134
Total deferred inflows of resources	1,169,917	15,854,486	3,998,134
NET POSITION			
Net investment in capital assets	17,904,161	210,045,627	1,794,841
Restricted:			
Debt service	-	462,600	-
Capital projects	-	19,193,915	-
Endowment - non-expendable	110,741	110,741	-
Total restricted	110,741	19,767,256	-
Unrestricted (deficit)	3,703,989	7,103,718	(12,866,632)
Total net position (deficit)	\$ 21,718,891	\$ 236,916,601	\$ (11,071,791)

(Concluded)

City of Redlands
Statement of Revenues, Expenses, and Changes in Net Position
Proprietary Funds
For the Year Ended June 30, 2025

	Major Funds		
	Water Fund	Disposal Fund	Wastewater Fund
OPERATING REVENUES:			
Charges for services	\$ 30,527,328	\$ 22,361,903	\$ 13,757,797
Miscellaneous operating revenue	1,913,800	164,818	39,571
Total operating revenues	32,441,128	22,526,721	13,797,368
OPERATING EXPENSES:			
Salaries and benefits	8,463,965	6,014,570	4,496,998
General and administrative	7,954,344	9,589,925	4,204,299
Parts and supplies	7,489,467	853,967	2,308,006
Utilities	3,994,656	25,067	1,318,830
Depreciation/amortization	5,097,352	1,137,063	2,890,740
Total operating expenses	32,999,784	17,620,592	15,218,873
OPERATING INCOME (LOSS)	(558,656)	4,906,129	(1,421,505)
NONOPERATING REVENUES (EXPENSES):			
Investment income	2,884,127	1,211,761	900,755
Interest expense	(201,126)	(173,457)	(9,944)
Property taxes	-	-	-
Operating grants	2,722,500	131,457	-
Total nonoperating revenues (expenses)	5,405,501	1,169,761	890,811
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	4,846,845	6,075,890	(530,694)
CAPITAL CONTRIBUTIONS AND TRANSFERS:			
Capital contributions	3,856,396	88,151	2,217,248
Transfers in	71,219	-	595,919
Transfers out	(1,179,841)	(2,224,147)	(355,411)
Total capital contributions and transfers	2,747,774	(2,135,996)	2,457,756
Changes in net position	7,594,619	3,939,894	1,927,062
NET POSITION (DEFICIT):			
Beginning of year, as restated (Note 19)	150,788,815	(4,651,846)	55,599,166
End of year	\$ 158,383,434	\$ (711,952)	\$ 57,526,228

(Continued)

City of Redlands
Statement of Revenues, Expenses, and Changes in Net Position (Continued)
Proprietary Funds
For the Year Ended June 30, 2025

	Non-Major Enterprise Funds	Total	Governmental Activities Internal Service Funds
OPERATING REVENUES:			
Charges for services	\$ 2,548,225	\$ 69,195,253	\$ 20,059,685
Miscellaneous operating revenue	580,779	2,698,968	1,024,204
Total operating revenues	3,129,004	71,894,221	21,083,889
OPERATING EXPENSES:			
Salaries and benefits	1,122,954	20,098,487	6,435,873
General and administrative	1,619,391	23,367,959	18,219,990
Parts and supplies	787,953	11,439,393	7,131,819
Utilities	228,204	5,566,757	408,407
Depreciation/amortization	345,762	9,470,917	575,318
Total operating expenses	4,104,264	69,943,513	32,771,407
OPERATING INCOME (LOSS)	(975,260)	1,950,708	(11,687,518)
NONOPERATING REVENUES (EXPENSES):			
Investment income	421,669	5,418,312	1,428,729
Interest expense	(57,329)	(441,856)	(2,907)
Property taxes	115,954	115,954	-
Operating grants	643,334	3,497,291	-
Total nonoperating revenues (expenses)	1,123,628	8,589,701	1,425,822
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	148,368	10,540,409	(10,261,696)
CAPITAL CONTRIBUTIONS AND TRANSFERS:			
Capital contributions	195,984	6,357,779	-
Transfers in	224,599	891,737	7,868,434
Transfers out	(57,573)	(3,816,972)	(455,160)
Total capital contributions and transfers	363,010	3,432,544	7,413,274
Changes in net position	511,378	13,972,953	(2,848,422)
NET POSITION (DEFICIT):			
Beginning of year, as restated (Note 19)	21,207,513	222,943,648	(8,223,369)
End of year	\$ 21,718,891	\$ 236,916,601	\$ (11,071,791)

(Concluded)

City of Redlands
Statement of Cash Flows
Proprietary Funds
For the Year Ended June 30, 2025

	Major Funds		
	Water Fund	Disposal Fund	Wastewater Fund
CASH FLOWS FROM OPERATING ACTIVITIES:			
Cash received from customers	\$ 29,429,050	\$ 22,001,440	\$ 13,833,918
Cash payments to suppliers for goods and services	(16,175,467)	(10,128,819)	(7,807,291)
Cash payments to employees for services	(8,019,341)	(6,078,931)	(4,851,439)
Receipts from other operating activities	1,913,800	164,818	39,571
Net cash provided by (used in) operating activities	7,148,042	5,958,508	1,214,759
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:			
Operating grants	2,722,500	131,457	-
Property taxes	-	(338)	-
Due to other funds	-	-	-
Advances to other funds	127,790	27,772	-
Advances from other funds	-	-	-
Transfers from other funds	71,219	-	595,919
Transfers to other funds	(1,179,841)	(2,224,147)	(355,411)
Net cash provided by (used in) noncapital financing activities	1,741,668	(2,065,256)	240,508
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:			
Acquisition of capital assets	(11,699,185)	(1,589,723)	(7,607,117)
Cash contributions received from developers	3,856,396	88,151	2,217,248
Principal payment of long-term debt	(1,269,606)	(725,368)	(475,073)
Interest paid on debt	(201,126)	(132,593)	(9,944)
Net cash provided by (used in) capital and related financing activities	(9,313,521)	(2,359,533)	(5,874,886)
CASH FLOWS FROM INVESTING ACTIVITIES:			
Investment income (loss)	2,768,901	1,154,327	886,001
Net cash provided by (used in) investing activities	2,768,901	1,154,327	886,001
Net change in cash and cash equivalents	2,345,090	2,688,046	(3,533,618)
CASH AND CASH EQUIVALENTS:			
Beginning of year	56,141,813	22,087,401	19,220,772
End of year	<u>\$ 58,486,903</u>	<u>\$ 24,775,447</u>	<u>\$ 15,687,154</u>
RECONCILIATION OF CASH AND CASH EQUIVALENTS TO STATEMENT OF NET POSITION:			
Cash and cash investments	\$ 57,783,908	\$ 24,775,447	\$ 15,687,154
Restricted cash and investments	702,995	-	-
Total cash and cash equivalents	<u>\$ 58,486,903</u>	<u>\$ 24,775,447</u>	<u>\$ 15,687,154</u>

(Continued)

City of Redlands
Statement of Cash Flows (Continued)
Proprietary Funds
For the Year Ended June 30, 2025

	Major Funds		
	Water Fund	Disposal Fund	Wastewater Fund
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES:			
Operating income (loss)	\$ (558,656)	\$ 4,906,129	\$ (1,421,505)
Adjustments to reconcile operating (loss) to net cash provided by (used in) operating activities:			
Depreciation	5,097,352	1,137,063	2,890,740
Changes in operating assets and liabilities, and deferred outflows and inflows of resources:			
Accounts receivable, net	(1,057,762)	(247,692)	76,311
Prepaid items	(161)	275	(6,137)
Inventories	-	-	-
Lease receivable	96,323	-	-
Deferred outflows - OPEB related	44,674	45,585	21,881
Deferred outflows - pension related	754,026	681,252	676,091
Accounts payable	3,263,161	(238,388)	29,981
Accrued payroll	81,182	35,844	4,389
Deposits payable	(13,619)	260	(190)
Unearned revenue	6,845	(113,031)	-
Compensated absences	61,548	46,753	36,758
Claims payable	-	-	-
Landfill closure	-	578,253	-
Total OPEB liability	906,848	925,355	444,170
Net pension liability	(624,329)	(1,003,920)	(1,156,019)
Deferred inflows - lease related	(130,065)	-	-
Deferred inflows - OPEB related	(779,325)	(795,230)	(381,711)
Deferred inflows - pension related	-	-	-
Total adjustments	<u>7,706,698</u>	<u>1,052,379</u>	<u>2,636,264</u>
Net cash provided by (used in) operating activities	<u>\$ 7,148,042</u>	<u>\$ 5,958,508</u>	<u>\$ 1,214,759</u>
NONCASH FINANCING AND INVESTING ACTIVITIES:			
Inception of finance purchase/lease/subscription agreement	\$ 585,758	\$ 1,254,429	\$ 220,578
Total noncash capital and related financing activities	<u>\$ 585,758</u>	<u>\$ 1,254,429</u>	<u>\$ 220,578</u>

(Continued)

City of Redlands
Statement of Cash Flows (Continued)
Proprietary Funds
For the Year Ended June 30, 2025

	Non-major Funds	Total	Governmental Activities Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES:			
Cash received from customers	\$ 2,673,418	\$ 67,937,826	\$ 20,850,978
Cash payments to suppliers for goods and services	(2,627,993)	(36,739,570)	(21,034,509)
Cash payments to employees for services	(1,130,963)	(20,080,674)	(5,927,245)
Receipts from other operating activities	580,779	2,698,968	1,024,204
Net cash provided by (used in) operating activities	(504,759)	13,816,550	(5,086,572)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:			
Operating grants	(9,927)	2,844,030	-
Property taxes	114,996	114,658	-
Due to other funds	417,285	417,285	-
Advances to other funds	-	155,562	-
Advances from other funds	(155,562)	(155,562)	-
Transfers from other funds	224,599	891,737	7,868,434
Transfers to other funds	(57,573)	(3,816,972)	(455,160)
Net cash provided by (used in) noncapital financing activities	533,818	450,738	7,413,274
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:			
Acquisition of capital assets	(13,299)	(20,909,324)	(1,288,172)
Cash contributions received from developers	195,984	6,357,779	-
Principal payment of long-term debt	(72,996)	(2,543,043)	(94,488)
Interest paid on debt	(58,007)	(401,670)	(2,907)
Net cash provided by (used in) capital and related financing activities	51,682	(17,496,258)	(1,385,567)
CASH FLOWS FROM INVESTING ACTIVITIES:			
Investment income (loss)	403,550	5,212,779	1,373,843
Net cash provided by (used in) investing activities	403,550	5,212,779	1,373,843
Net change in cash and cash equivalents	484,291	1,983,809	2,314,978
CASH AND CASH EQUIVALENTS:			
Beginning of year	8,167,404	105,617,390	22,726,454
End of year	<u>\$ 8,651,695</u>	<u>\$ 107,601,199</u>	<u>\$ 25,041,432</u>
RECONCILIATION OF CASH AND CASH EQUIVALENTS TO STATEMENT OF NET POSITION:			
Cash and cash investments	\$ 8,641,705	\$ 106,888,214	\$ 25,041,432
Restricted cash and investments	9,990	712,985	-
Total cash and cash equivalents	<u>\$ 8,651,695</u>	<u>\$ 107,601,199</u>	<u>\$ 25,041,432</u>

(Continued)

City of Redlands
Statement of Cash Flows (Continued)
Proprietary Funds
For the Year Ended June 30, 2025

	Non-major Funds	Total	Governmental Activities Internal Service Funds
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES:			
Operating income (loss)	\$ (975,260)	\$ 1,950,708	\$ (11,687,518)
Adjustments to reconcile operating (loss) to net cash provided by (used in) operating activities:			
Depreciation	345,762	9,470,917	575,318
Changes in operating assets and liabilities, and deferred outflows and inflows of resources:			
Accounts receivable, net	(69,217)	(1,298,360)	791,293
Prepaid items	(10)	(6,033)	187,734
Inventories	-	-	(238,846)
Lease receivable	131,176	227,499	-
Deferred outflows - OPEB related	5,471	117,611	39,204
Deferred outflows - pension related	132,288	2,243,657	503,729
Accounts payable	7,565	3,062,319	357,514
Accrued payroll	7,435	128,850	53,355
Deposits payable	110,356	96,807	-
Unearned revenue	85,590	(20,596)	-
Compensated absences	8,618	153,677	44,919
Claims payable	-	-	4,419,305
Landfill closure	-	578,253	-
Total OPEB liability	111,042	2,387,415	795,806
Net pension liability	(177,435)	(2,961,703)	(244,486)
Deferred inflows - lease related	(132,712)	(262,777)	-
Deferred inflows - OPEB related	(95,428)	(2,051,694)	(683,899)
Deferred inflows - pension related	-	-	-
Total adjustments	470,501	11,865,842	6,600,946
Net cash provided by (used in) operating activities	\$ (504,759)	\$ 13,816,550	\$ (5,086,572)
NONCASH FINANCING AND INVESTING ACTIVITIES:			
Inception of finance purchase/lease/subsription agreement	\$ -	\$ 2,060,765	\$ 121,829
Total noncash capital and related financing activities	\$ -	\$ 2,060,765	\$ 121,829

(Concluded)

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Fiduciary Fund Financial Statements

Community Facility District Custodial Fund - This fund accounts for the collection and subsequent expenditure retained for various community facility districts.

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City of Redlands
Statement of Fiduciary Net Position
Fiduciary Fund
June 30, 2025

	Community Facilities District Custodial Fund
ASSETS	
Cash and investments	\$ 650
Restricted cash and investments with fiscal agent	3,089,350
Total assets	<u>3,090,000</u>
LIABILITIES	
Accounts payable	1,342
Total liabilities	<u>1,342</u>
NET POSITION	
Restricted for:	
Individuals, organizations, and other governments	3,088,658
Total net position	<u><u>\$ 3,088,658</u></u>

City of Redlands
Statement of Changes in Fiduciary Net Position
Fiduciary Fund
For the Year Ended June 30, 2025

	Community Facilities District Custodial Fund
ADDITIONS:	
Fee collections for other governments	\$ 1,494,534
Investment income (loss)	128
Total additions	1,494,662
DEDUCTIONS:	
Administration	30,803
Contractual services	1,342
Conduit debt payment - principal	1,040,000
Conduit debt payment - interest	470,676
Total deductions	1,542,821
Change in net position	(48,159)
NET POSITION:	
Beginning of year	3,136,817
End of year	\$ 3,088,658

NOTES TO THE BASIC FINANCIAL STATEMENTS

City of Redlands
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For the Year Ended June 30, 2025

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City of Redlands
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City of Redlands
Notes to the Basic Financial Statements
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies

The basic financial statements of the City of Redlands, California (the “City”) have been prepared in conformity with accounting principles generally accepted in the United States of America (“U.S. GAAP”) as applied to governmental agencies. The Governmental Accounting Standards Board (“GASB”) is the accepted standard-setting body for establishing governmental accounting and financial reporting standards in the United States. The more significant of the City’s accounting policies are described below:

A. Financial Reporting Entity

The City is a municipal corporation governed by a five-member city council with the mayor elected by the council itself. The City was incorporated in 1888 under the general laws of the State of California and enjoys all the rights and privileges applicable to a General Law City. The City provides the following services: police; building inspection; parks and streets; water; disposal; sanitation; leisure services; planning and zoning; general administration services; aviation; and fire protection.

Blended Component Units

The financial reporting entity consists of the primary government, the City, and its component units. Component units are legally separate entities for which the elected officials of the primary government are financially accountable. In addition, component units can be other organizations for which the primary government is accountable and their exclusion would cause the reporting entity’s financial statements to be misleading or incomplete.

Blended component units, although legally separate entities, are, in substance part of the government’s operation and so data from these units are combined with data of the primary government. Discretely presented component units, on the other hand, are reported in a separate column in the combined financial statements to emphasize that they are legally separate from the government.

Although the following are legally separate from the City, they have been “blended” as though they are part of the City because the component unit’s governing body is substantially the same as the City’s and there is a financial benefit or burden relationship between the City and the component unit; management of the City has operational responsibilities for the component units; and/or the component units provide services entirely, or almost entirely, to the City or otherwise exclusively, or almost exclusively, benefits the City, even though it does not provide services directly to it.

Redlands Public Improvement Corporation

The Redlands Public Improvement Corporation (“Corporation”) was organized in June 1985 pursuant to the Nonprofit Public Benefit Corporation Law of the State of California, solely for the purpose of providing financial assistance to the City by acquiring, constructing, improving, developing and installing certain real and personal property together with appurtenances and appurtenant work for the use, benefit and enjoyment of the public. The corporation was formed at the request of the City and the directors receive no compensation. The corporation is presented as a governmental fund type.

Redlands Joint Powers Financing Authority (JPFA)

The Redlands Financing Authority (“Authority”) was established May 1, 1999, pursuant to the Joint Exercise of Powers Laws of the State of California. The Authority was created by the former Redevelopment Agency and the City for the primary purpose of assisting the financing of capital improvements, working capital, liability and other insurance needs, or projects whenever there are significant public benefits. No separate annual financial statements are prepared for the Authority.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

A. Financial Reporting Entity (Continued)

Related Organizations

The City of Redlands’ officials are also responsible for appointing members of the boards of other organizations, but the City of Redlands’ accountability for these organizations does not extend beyond making the appointments.

B. Basis of Presentation, Accounting and Measurement Focus

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues and expenditures or expenses, as appropriate. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained in accordance with legal and managerial requirements.

Government-Wide Financial Statements

The City’s Government-Wide Financial Statements include a Statement of Net Position and a Statement of Activities. These statements present summaries of governmental and business-type activities for the City accompanied by a total column. Fiduciary activities of the City are not included in these statements.

These financial statements are presented on an “*economic resources*” measurement focus and the accrual basis of accounting. Accordingly, all of the City’s assets and liabilities, including capital assets, as well as infrastructure assets, and long-term liabilities, are included in the accompanying Statement of Net Position. The Statement of Activities presents changes in Net Position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred. Under the accrual basis of accounting, revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities and deferred inflows of resources resulting from non-exchange transactions are recognized in accordance with the requirements of U.S. GAAP.

Program revenues include charges for services, special assessments, and payments made by parties outside of the reporting government’s citizenry if that money is restricted to a particular program. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program. Program revenues for the City are classified in three categories:

- Charges for services
- Operating grants and contributions
- Capital grants and contributions

Certain eliminations have been made in regards to interfund activities, payables and receivables. All internal balances in the Statement of Net Position have been eliminated except those representing balances between the governmental activities and the business-type activities, which are presented as internal balances and eliminated in the total primary government column. In the Statement of Activities and Changes in Net Position, internal service fund transactions have been eliminated; however, those transactions between governmental and business-type activities have not been eliminated.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

B. Basis of Presentation, Accounting and Measurement Focus (Continued)

The following interfund activities have been eliminated:

- Due to/from other funds
- Advance to/from other funds
- Due to City/from Fiduciary Funds
- Transfers in/out

Governmental Fund Financial Statements

Governmental Fund Financial Statements include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balances. An accompanying schedule is presented to reconcile and explain the differences in Net Position as presented in these statements to the Net Position presented in the Government-Wide Financial Statements. The City has presented all major funds that met the applicable criteria.

All governmental funds are accounted for on a spending or "*current financial resources*" measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the Balance Sheet. The Statement of Revenues, Expenditures and Changes in Fund Balances presents increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period. Measurable means that the amounts can be estimated, or otherwise determined. Available means that the amounts were collected during the reporting period or soon enough thereafter to be available to finance the expenditures accrued for the reporting period. The City uses an availability period of 60 days for all revenues.

Sales taxes, property taxes, franchise taxes, gas taxes, motor vehicle in-lieu, transient occupancy taxes, grants and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period to the extent normally collected within the availability period. Other revenue items are considered to be measurable and available when cash is received by the government.

Revenue recognition is subject to the measurable and available criteria for the governmental funds in the fund financial statements. Exchange transactions are recognized as revenues in the period in which they are earned (i.e., the related goods or services are provided). Locally imposed derived tax revenues are recognized as revenues in the period in which the underlying exchange transaction upon which they are based takes place. Imposed non-exchange transactions are recognized as revenues in the period for which they were imposed. If the period of use is not specified, they are recognized as revenues when an enforceable legal claim to the revenues arises or when they are received, whichever occurs first. Government-mandated and voluntary non-exchange transactions have been recognized as revenues when all applicable eligibility requirements have been met.

The Reconciliation of the Fund Financial Statements to the Government-Wide Financial Statements is provided to explain the differences created by the integrated approach of GASB Statement No. 34.

The City reports the following major governmental funds:

General Fund - This fund accounts for all revenues and expenditures used to finance the traditional services associated with a municipal government which are not accounted for in the other funds. In Redlands, these services include general government, public safety, culture and recreation, highway and streets, and library.

Governmental Grants Special Revenue Fund - This fund accounts for the receipt and expenditure of grant monies received from various agencies for general government projects.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

B. Basis of Presentation, Accounting and Measurement Focus (Continued)

Proprietary Fund Financial Statements

Proprietary Fund Financial Statements include a Statement of Net Position, a Statement of Revenues, Expenses and Changes in Fund Net Position, and a Statement of Cash Flows.

A separate column representing internal service funds is also presented in these statements. However, internal service balances and activities have been combined with the governmental activities in the Government-Wide Financial Statements. The City's internal service funds include funds which provide services directly to other City funds.

Proprietary funds are accounted for using the "*economic resources*" measurement focus and the accrual basis of accounting. Accordingly, all assets and liabilities (whether current or noncurrent) are included on the Statement of Net Position. The Statement of Revenues, Expenses and Changes in Fund Net Position presents increases (revenues) and decreases (expenses) in total Net Position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred. In these funds, receivables have been recorded as revenue and provisions have been made for uncollectible amounts.

Operating revenues in the proprietary funds are those revenues that are generated from the primary operations of the fund. All other revenues are reported as non-operating revenues. Operating expenses are those expenses that are essential to the primary operations of the fund. All other expenses are reported as non-operating expenses.

The City reports the following major proprietary funds:

Water Fund - This fund is used to account for the activities of the City's water utility operations, projects, debt service costs, and impact fees of the City.

Disposal Fund - This fund is used to account for the activities of the City's refuse disposal collection operations, projects, debt service costs, and impact fees of the City.

Wastewater Fund - This fund is used to account for the activities of the City's wastewater utility operations, projects, debt service costs, and impact fees of the City.

Internal service fund balances and activities have been combined with governmental activities in the Government-Wide Financial Statements, and are comprised of the following funds:

General Liability Self-Insurance Fund - This fund is used to account for the City's self-insured general and automobile liability programs, which are provided to all City departments and funds.

Workers' Compensation Self-Insurance Fund - This fund is used to account for the City's self-insured Workers' Compensation and General Safety Programs, which are provided to all City departments and funds.

Information Technology Fund - This fund is used to account for the general maintenance and service of all City computers and phone equipment provided to all City departments.

Equipment Maintenance Fund - This fund is used to account for providing ongoing maintenance of all City vehicles and major equipment and to account for vehicle rental services to all City departments.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

B. Basis of Presentation, Accounting and Measurement Focus (Continued)

Proprietary Fund Financial Statements (Continued)

Utility Billing Fund - This fund is used to account for billing services costs provided for water, sewer, and solid waste.

Payroll Clearing Fund - This fund is used to account for the City's reoccurring payroll obligations.

Fiduciary Fund Financial Statements

Fiduciary fund financial statements include a Statement of Net Position and a Statement of Changes in Fiduciary Net Position. The City's fiduciary funds represent custodial funds. Custodial funds are accounted for using the "economic resources" measurement focus and the accrual basis of accounting.

Fiduciary fund types are accounted for according to the nature of the fund. Custodial funds are used to report fiduciary activities that are not required to be reported in pension (and other employee benefit) trust funds, investment trust funds, or private-purpose trust funds. Private-purpose trust funds account for resources of all other trust arrangements in which principal and income benefit individuals, private organizations, or other governments (i.e. unclaimed property/escheat property). They are also used to account for various assessment districts for which the City acts as an agent for debt service activity, as the City is prohibited from levying additional taxes for these districts. Such funds include Community Facilities Districts, which do not have trust agreements with the City.

C. Deferred Outflows and Inflows of Resources

The Statement of Net Position and Balance Sheet – Governmental Funds reports separate sections for Deferred Outflows of Resources, and Deferred Inflows of Resources, when applicable.

Deferred Outflows of Resources represent a consumption of net assets that applies to future period(s) and so will not be recognized as an outflow of resources (expense/ expenditure) until then.

Deferred Inflows of Resources represent an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

D. Cash, Cash Equivalents and Investments

The City pools its available cash for investment purposes. The City considers pooled cash and investment amounts, with original maturities of three months or less, to be cash equivalents.

Investments are reported in the accompanying financial statements at fair value, except for certain investment contracts that are reported at cost because they are not transferable and they have terms that are not affected by changes in market interest rates. Changes in fair value that occur during a fiscal year are recognized as investment income reported for that fiscal year, and may result in negative investment income in the accompanying financial statements. Investment income includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation, maturity, or sale of investments.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

D. Cash, Cash Equivalents and Investments (Continued)

Investment income earned by the pooled investments is allocated to the various funds based on each fund's average cash and investment balance, except for investment income associated with funds not legally required to receive pooled investment income which has been assigned to and recorded as revenue of the general fund, as provided by California Government Code Section 53647.

For purposes of the statement of cash flows, amounts reported as cash and cash equivalents, include amounts on deposit in the City pool and any short-term, highly liquid investments that are both readily convertible to known amounts of cash or so near their maturity that they present insignificant risk of changes in value because of changes in interest rates.

Certain disclosure requirements, if applicable, for deposits and investment risks in the following areas:

- Interest rate risk
- Credit risk
 - Overall
 - Custodial credit risk
 - Concentration of credit risk
- Foreign currency risk

In addition, other disclosures are specified including use of certain methods to present deposits and investments, highly sensitive investments, credit quality at year-end and other disclosures.

U.S. GAAP establishes a framework for measuring fair value, and establishes disclosures about fair value measurement. Investments, unless otherwise specified, recorded at fair value in the Statements of Net Position, are categorized based upon the level of judgment associated with the inputs used to measure their fair value.

Levels of inputs are as follows:

Level 1 – Inputs are unadjusted, quoted prices for identical assets or liabilities in active markets at the measurement date.

Level 2 – Inputs, other than quoted prices included in Level 1, which are observable for the assets or liabilities through corroboration with market data at the measurement date.

Level 3 – Unobservable inputs that reflect management's best estimate of what market participants would use in pricing the assets or liabilities at the measurement date.

E. Restricted Cash and Investments

Certain restricted cash and investments are held by fiscal agents for the redemption of bonded debt, for acquisition and construction of capital projects, and to meet bond indenture debt reserve requirements.

F. Receivables

Customer or trade receivables are reported as "accounts receivable" and are shown net of an allowance for uncollectible accounts based on historical and management estimates.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

F. Receivables (Continued)

Noncurrent portions of long-term receivables (e.g., “notes receivable”) due to governmental fund types are reported in their respective balance sheets despite their spending measurement focus. Recognition of governmental fund type revenues represented by noncurrent receivables are deferred until they become current receivables. Noncurrent portions of long-term notes receivable are offset by restricted fund balance in the special revenue funds.

G. Interfund Transactions

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “due to/from other funds” or “advances to/from other funds” (i.e., the current portion of interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the Governmental-Wide Financial Statements as “internal balances.”

H. Inventories and Prepaid Items

Inventory, consisting of expendable supplies, is valued at first in first out basis. The cost of governmental funds inventory is recorded as expenditure at the time the individual inventory is consumed. Prepaid items are recorded at cost. Using the consumption method, prepaid items are recorded as expenditures over the period that service is provided. Reported inventory and prepaid items are equally offset by a fund balance reservation, which indicates that they do not constitute “available spendable resources” even though they are a component of current assets.

I. Leases

Lessee

The City has a policy to recognize a lease liability and a right-to-use lease asset (lease asset) in the government-wide financial statements. The City recognizes lease liabilities with an initial, individual value of \$25,000 or more.

At the commencement of a lease, the City initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made.

Lease assets are recorded at the amount of the initial measurement of the lease liabilities and modified by any lease payments made to the lessor at or before the commencement of the lease term, less any lease incentives received from the lessor at or before the commencement of the lease term along with any initial direct costs that are ancillary charges necessary to place the lease assets into service. Lease assets are amortized using the straight-line method over the shorter of the lease term or the useful life of the underlying asset, unless the lease contains a purchase option that the City has determined is reasonably certain of being exercised. In this case, the lease asset is amortized over the useful life of the underlying asset.

Key estimates and judgments related to leases include how the City determines (1) the discount rate it uses to discount the expected lease payments to present value, (2) lease term, and (3) lease payments.

- The City uses the interest rate charged by the lessor as the discount rate. When the interest rate charged by the lessor is not provided, the City generally uses its estimated incremental borrowing rate as the discount rate for leases.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

I. Leases (Continued)

Lessee (Continued)

The lease term includes the noncancellable period of the lease. Lease payments included in the measurement of the lease liability are composed of fixed payments and purchase option price that the City is reasonably certain to exercise. The City monitors changes in circumstances that would require a remeasurement of its lease and will remeasure any lease asset and liability if certain changes occur that are expected to significantly affect the amount of the lease liability.

Lease assets are reported as right to use along with other capital assets and lease liabilities are reported with long-term debt on the statement of net position.

Lessor

The City is a lessor for leases of special purpose facilities, office and commercial space, and land. The City recognizes leases receivable and deferred inflows of resources in the financial statements.

At the commencement of a lease, the City initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflows of resources are initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflows of resources are recognized as revenue over the life of the lease term in a systematic and rational method.

Key estimates and judgments include how the City determines (1) the discount rate it uses to discount the expected lease receipts to present value, (2) lease term, and (3) lease receipts.

- The City uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease. Lease receipts included in the measurement of the lease receivable is composed of fixed payments from the lessee.

The City monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease receivable and deferred inflows of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable.

J. Subscription-Based Information Technology Arrangements (SBITAs)

The City has a policy to recognize a SBITA liability and a right-to-use subscription asset (SBITA asset) in the government-wide financial statements with an initial, individual value of \$25,000 or more with a subscription term greater than one year.

At the commencement of a subscription, when the subscription asset is placed into service, the SBITA liability is measured at the present value of payments expected to be made during the subscription term. Future subscription payments are discounted using the City's incremental borrowing rate and the City recognizes amortization of the discount on the subscription liability as interest expense in subsequent financial reporting periods.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

J. Subscription-Based Information Technology Arrangements (SBITAs) (Continued)

SBITA assets are measured as the sum of the initial subscription liability, payments made to the SBITA vendor before the commencement of the lease term, and capitalizable implementation costs less any incentives received from the SBITA vendor at or before the commencement of the subscription term. Subscription assets are amortized using the straight-line method over the subscription term.

Key estimates and judgments related to SBITAs include how the City determines (1) the discount rate it uses to discount the expected subscription payments to present value, (2) subscription term, and (3) subscription payments.

- The City uses the interest rate charged by the SBITA vendor as the discount rate. When the interest rate charged by the SBITA vendor is not provided, the City generally uses its estimated incremental borrowing rate as the discount rate for SBITAs.
- The subscription term includes the period during which the City has a noncancelable right to use the underlying IT asset. The subscription term also includes periods covered by an option to extend if it is reasonably certain to be exercised.
- Subscription payments included in the measurement of the subscription liability are composed of fixed payments and purchase option years that the City is reasonably certain to exercise. The City monitors changes in circumstances that would require a remeasurement of a subscription and will remeasure any subscription asset and liability if certain changes occur that are expected to significantly affect the amount of the subscription liability.

Right-to-use subscription assets are reported along with other capital assets and subscription liabilities are reported with long-term debt on the statement of net position.

K. Capital Assets

Capital assets, which include land, rights of way, structures, equipment, and infrastructure assets, the right to use leased equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Such assets are recorded at historical cost (except for intangible right-to-use lease assets) or estimated historical cost if purchased or constructed. Donated assets are valued at the fair value of the assets on the date on which they were contributed. Donated works of art and similar items, and capital assets received in a service concession arrangement are reported at acquisition value rather than fair value. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. The City utilizes a capitalization threshold of \$5,000 depending on asset type.

Major capital outlay for capital assets and improvements are capitalized as projects are constructed. For debt-financed capital assets, interest incurred during the construction phase is reflected in the capitalization value of the asset constructed, net of interest earned on the invested proceeds over the same period. Capital assets acquired through lease obligations are valued at the present value of future lease payments at the date acquired. Contributed capital assets are valued at their estimated acquisition value at the date of contribution.

The City capitalizes land and right-of-way (ROW) associated with streets and roads as non-depreciable capital assets in accordance with GAAP. Right-of-way represents the underlying land upon which public streets and related infrastructure are constructed and maintained. The City's right-of-way inventory primarily consists of roadway corridors that have been acquired or dedicated to the City since incorporation. Except for a limited number of parcels previously held under individual parcel numbers and later converted to street use, the City's ROW does not have separate parcel identification numbers.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

K. Capital Assets (Continued)

Capital assets used in operations are depreciated over their estimated useful lives using the straight-line method in the government-wide financial statements and in the fund financial statements of the proprietary funds.

Depreciation is charged as an expense against operations and accumulated depreciation is reported on the respective balance sheet. The range of lives used for depreciation purposes for each capital asset class is as follows:

Asset Type	Years
Infrastructure	20-75
Buildings and improvement	10-40
Machinery, equipment, and vehicles	3-25
Lease and subscription assets	Contract term

L. Long-Term Debt

Government-Wide Financial Statements and Proprietary Fund Financial Statements

Long-term debt and other financial obligations are reported as liabilities in the appropriate funds. Bond premiums and discounts are deferred and amortized over the life of the bonds using straight line method. Bonds payable are reported net of the applicable premium or discount. Issuance costs are expensed when incurred. Gains or losses on bond refunding are reported as either deferred outflows of resources or deferred inflows of resources and amortized over the term of the related debt.

Governmental Fund Financial Statements

The governmental fund financial statements do not present long-term debt but are shown in the Reconciliation of the Governmental Funds Balance Sheet to the Government-Wide Statement of Net Position. Governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Debt issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

M. Compensated Absences

The City recognizes a liability for compensated absences for leave time that (1) has been earned for services previously rendered by employees, (2) accumulates and is allowed to be carried over to subsequent years, and (3) is more likely than not to be used as time off or settled (for example paid in cash to the employee or payment to an employee flex spending account) during or upon separation from employment. Based on the criteria listed, two types of leave qualify for liability recognition for compensated absences – vacation and sick leave. The liability for compensated absences includes salary-related benefits, where applicable.

Vacation: The City’s policy permits employees to accumulate earned but unused vacation benefits, which are eligible for payment at the employee’s current pay rate upon separation from employment.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

M. *Compensated Absences (Continued)*

Sick Leave: The City's policy permits employees to accumulate earned but unused sick leave. Upon separation with the City, employees with more than 10 years of service may be eligible to convert up to 50% of the unused sick leave accrual to cash at the employee's current pay rate. Employees with less than 10 years of service are not eligible for this benefit and the sick hours will lapse at separation. For sick leave at retirement, employees are eligible to convert all unused sick hours to service credit or into a post-employment health plan account at the employee's current pay rate.

A total of 10 to 25 days of vacation and 12 days of sick leave per year may be accumulated by each employee. The City accrues a liability for compensated absences which meets the following criteria:

- 1) The City's obligation relating to employees' rights to receive compensation for future absences is attributable to employees' services already rendered.
- 2) The obligation relates to rights that vest or accumulate. Payment of the compensation is probable.
- 3) The amount can be reasonably estimated.

Government-Wide Financial Statements

For governmental and business-type activities, compensated absences are recorded as expenses when earned.

Fund Financial Statements

For governmental funds, compensated absences are recorded as expenditures in the year paid. In proprietary funds, compensated absences are expensed to the various funds in the period they are earned, and such fund's share of the unpaid liability is recorded as a long-term liability of the fund.

N. *Claims and Judgments Payable*

The short-term and long-term workers' compensation claims liability is reported in the Workers' Compensation Insurance Internal Service Fund. The short-term and long-term general claims liability is reported in the Comprehensive Liability Insurance Internal Service Fund. The short-term liability which will be liquidated with current financial resources is the amount of settlement reached, but unpaid, related to claims and judgments entered. Under the modified accrual basis, the following revenue sources are considered to be susceptible to accrual: property taxes, sales taxes, federal and state grants.

O. *Pension Plans*

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the plans and additions to/deductions from the plans' fiduciary net position have been determined on the same basis as they are reported by the plans (Note 11). For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value. The General Fund and Internal Service Funds are typically used to liquidate the pension liability related to the City's governmental activities while the pension liability for Business-type activities is liquidated from the respective Enterprise Funds.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

O. Pension Plans (Continued)

The following timeframes are used for pension reporting:

Valuation date	June 30, 2023
Measurement date	June 30, 2024
Measurement period	July 1, 2023 to June 30, 2024

Gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time. The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pensions and are to be recognized in future pension expense. The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized straight-line over 5 years. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive, and retired) as of the beginning of the measurement period.

P. Other Postemployment Benefits (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the OPEB plan, the assets of which are held in an irrevocable trust, and additions to/deductions from the OPEB plan's fiduciary net position have been determined by an independent actuary (Note 12). For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value. The General Fund and Internal Service Funds are typically used to liquidate the OPEB liability related to the City's governmental activities while the OPEB liability for Business-type activities is liquidated from the respective Enterprise Funds.

Generally accepted accounting principles require that the reported results must pertain to liability and fiduciary net position information within certain defined timeframes. For this report, the following timeframes are used:

Valuation date	June 30, 2023
Measurement date	June 30, 2024
Measurement period	July 1, 2023 to June 30, 2024

Q. Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary control in the governmental funds.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

R. Fund Balances

In the Governmental Fund Financial Statements, fund balances are classified in the following categories:

Nonspendable – Items cannot be spent because they are not in spendable form, such as prepaid items and inventories, items that are legally or contractually required to be maintained intact, such as principal of an endowment or revolving loan funds.

Restricted – Restricted fund balances encompass the portion of net fund resources subject to externally enforceable legal restrictions. This includes externally imposed restrictions by creditors, such as through debt covenants, grantors, contributors, laws or regulations of other governments, as well as restrictions imposed by law through constitutional provisions or enabling legislation.

Committed – Committed fund balances encompass the portion of net fund resources, the use of which is constrained by limitations that the government imposes upon itself at its highest level of decision making (normally the governing body) and that remain binding unless removed in the same manner. The County Council is considered the highest authority for the City. A City Council resolution is required to have fund balance committed.

Assigned – Assigned fund balances encompass the portion of net fund resources reflecting the government’s intended use of resources. Assignment of resources can be done by the highest level of decision making or by a committee or official designated for that purpose. The City Council has not delegated the authority to assign fund balance to management.

Unassigned – This category is for any balances that have no restrictions placed upon them. The General Fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds it is not appropriate to report a positive unassigned fund balance amount. However, in governmental funds other than the General Fund, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund.

Fund Balance Flow Assumptions

Sometimes the City will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned and unassigned fund balance). In order to calculate the amounts to report as restricted and unrestricted, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City’s policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned and then unassigned fund balance.

Net Position Flow Assumption

Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

R. Fund Balances (Continued)

Stabilization Arrangement

As described in Chapter 3.06 of the Municipal Code, the City has established a stabilization arrangement committing a minimum of 12 percent of the sum of the General Fund's operating expenses and operating transfers out. The balance at June 30, 2025, is \$11,069,310 and is included in committed fund balance. These funds may be used only when the City is faced with an unforeseen or uncontrollable event which includes but is not limited to:

- 1) Local revenue shortfalls due to a major business closure or relocation.
- 2) Legislative or judicial mandates to provide new or expanded services or programs that, in total, cost the City \$200,000 or more.
- 3) Natural and civil disasters such as earthquakes, fires, floods, riots and health epidemics.

S. Net Position

For the Government-Wide Financial Statements, net position is classified in the following categories:

Net Investment in Capital Assets component of net position consists of capital assets, net of accumulated depreciation and amortization and reduced by any debt outstanding and any deferred outflows/inflows of resources related to such borrowings that are attributable to the acquisition, construction or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds is not included in the calculation of net investment in capital assets. Rather, that portion of the debt is offset by unspent proceeds.

Restricted component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets.

Unrestricted component of net position is the amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

When both restricted and unrestricted resources are available for use, the City's policy is to use restricted resources first, then unrestricted resources that are needed.

T. Property Taxes

With the passage of Proposition 13 in 1978 (Article XIII A, California State Constitution), property taxes are limited to one percent of market value, plus additional taxes for repayment of existing or subsequent voter- approved indebtedness. Under Article XIII A, the market value of taxable property is subject to a maximum annual increase of two percent. Market value may be appraised at significantly more than two percent depending on other factors such as improvements, sale or change of ownership. The City receives a portion of the one percent general tax levy which is shared by several other local governments including the county and the school district. The City's share is based on a formula prescribed in Section 26912(b) of the Government Code. The county apportions property taxes to the City on a scheduled basis which generally adheres to the actual tax collection periods. The tax lien date is January 1 of each year and covers the ensuing fiscal year's tax returns. The tax levy date is from July 1 to June 30 of each year. The first installment becomes due on November 1 with penalties and interest accruing after December 10. The second installment is due no later than April 10.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 1 – Summary of Significant Accounting Policies (Continued)

U. Use of Accounting Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions, in some cases when applicable, that affect the amounts in the financial statements and the accompanying notes. Actual results could differ from the estimates.

V. Implementation of New GASB Pronouncements for the Year Ended June 30, 2025

The requirements of the following accounting standards are effective for the purpose of implementation, if applicable to the City, for the year ended June 30, 2025. The financial statements included herein apply the requirements and provisions of these statements, including necessary retroactive adjustments to financial statement classifications and presentations.

GASB Statement No. 101 – In June 2022, GASB issued Statement No. 101, *Compensated Absences*. The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. Implementation of this Statement had a significant effect on the City's financial statements for the fiscal year ended June 30, 2025. See Note 19.

GASB Statement No. 102 – In December 2023, GASB issued Statement No. 102, *Certain Risk Disclosures*. This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. Implementation of this Statement did not have a significant effect on the City's financial statements for the fiscal year ended June 30, 2025.

W. Upcoming Government Accounting Standards Implementations

The City is currently analyzing its accounting practices to determine the potential impact on the financial statements for the following GASB statements:

GASB Statement No. 103 – In April 2024, GASB issued Statement No. 103, *Financial Reporting Model Improvements*. The objective of this Statement is to improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government's accountability. Application of this statement is effective for the City's fiscal year ending June 30, 2026.

GASB Statement No. 104 – In September 2024, GASB issued Statement No. 104, *Disclosure of Certain Capital Assets*. This Statement requires certain types of capital assets to be disclosed separately in the capital assets note disclosures required by Statement 34. Lease assets recognized in accordance with Statement No. 87, *Leases*, and intangible right-to-use assets recognized in accordance with Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, should be disclosed separately by major class of underlying asset in the capital assets note disclosures. Subscription assets recognized in accordance with Statement No. 96, *Subscription-Based Information Technology Arrangements*, also should be separately disclosed. In addition, this Statement requires intangible assets other than those three types to be disclosed separately by major class. Application of this statement is effective for the City's fiscal year ending June 30, 2026.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 2 – Cash and Investments

Cash and investments are presented in the accompanying financial statements at June 30, 2025, as follows:

	Government-Wide Statement of Net Position			Fiduciary Funds	
	Governmental Activities	Business-Type Activities	Total	Statement of Net Position	Total
Cash and investments	\$ 175,704,531	\$ 106,888,214	\$ 282,592,745	\$ 650	\$ 282,593,395
Cash and investments with fiscal agent	284,866	712,985	997,851	3,089,350	4,087,201
Total cash and investments	\$ 175,989,397	\$ 107,601,199	\$ 283,590,596	\$ 3,090,000	\$ 286,680,596

Cash and investments at June 30, 2025, consisted of the following:

Cash:	
Cash on hand	\$ 3,950
Deposits with financial institutions	35,464,144
Total cash	35,468,094
Investments:	
Investments	247,125,301
Investments held by bond trustee	4,087,201
Total investments	251,212,502
Total cash and investments	\$ 286,680,596

The City maintains a cash and investment pool for all funds. Certain restricted funds that are held and invested by independent outside custodians through contractual agreements are not pooled. These restricted funds include cash and investment held by trustees.

A. Demand Deposits

The carrying amounts of the City’s demand deposits were \$35,464,144 at June 30, 2025. Bank balances were \$36,755,698 at that date, the total amount of which was collateralized or insured with securities held by the pledging financial institutions in the City’s name as discussed below.

The California Government Code requires California banks and savings and loan associations to secure the City’s cash deposits by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral for cash deposits is considered to be held in the City's name.

The fair value of pledged securities must equal at least 110% of the City's cash deposits. California law also allows institutions to secure City’s deposits by pledging first trust deed mortgage notes having a value of 150% of the City’s total cash deposits. The City may waive collateral requirements for cash deposits, which are fully insured up to \$250,000 by the Federal Deposit Insurance Corporation (“FDIC”). The City, however, has not waived the collateralization requirements.

The City follows the practice of pooling cash and investments of all funds, except for funds required to be held by fiscal agents under the provisions of bond indentures. Interest income earned on pooled cash and investments is allocated to the various funds based on the period-end cash and investment balances. Interest income from cash and investments with fiscal agents is credited directly to the related fund.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 2 – Cash and Investments (Continued)

B. Investments Authorized by the California Government Code and the City’s Investment Policy

The table below identifies the investment types that are authorized for the City by the California Government Code and the City's investment policy.

Authorized Investment Types	Authorized By Investment Policy	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer*
Local Agency Bonds	No	5 years	None	None
U.S. Treasury Obligations	Yes	5 years	None	None
U.S. Agency Securities	Yes	5 years	None	None
Banker's Acceptances	Yes	180 days	40%	30%
Commercial Paper	Yes	270 days	15%	10%
Negotiable Certificates of Deposit	Yes	5 years	30%	30%
Repurchase Agreements	Yes	7 days	None	None
Reverse Repurchase Agreements	No	92 days	None	None
Medium-Term Notes	Yes	5 years	15%	15%
Mutual Funds	Yes	N/A	10%	10%
Money Market Mutual Funds	Yes	N/A	10%	10%
Mortgage Pass-Through Securities	No	5 years	None	None
County Pooled Investment Funds	No	N/A	None	None
Local Agency Investment Fund (LAIF)	Yes	N/A	\$75 Million**	None
JPA Pools (other investment pools)	Yes	N/A	None	None

* Based on state law requirements or City investment policy requirements, whichever is more restrictive.

** Limit set by LAIF governing Board not California Government Code

In accordance with the City's investment policy, a maximum of 25% of the City's investment portfolio may be invested for more than 5 years, not to exceed 10 years.

The table also identifies certain provisions of the California Government Code (or the City's investment policy, if more restrictive) that address interest rate risk and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustees that are governed by the provisions of debt agreements of the City, rather than the general provisions of the California Government Code or the City's investment policy.

C. Investments Authorized by Debt Agreements

Investments of debt proceeds held by fiscal agent are governed by provisions of the debt agreements, rather than the general provisions of the California Government Code or the City's investment policy. The table below identifies the investment types that are authorized for investments held by fiscal agent. The table also identifies certain provisions of these debt agreements that address interest rate risk and concentration of credit risk.

Authorized Investment Types	Maximum Maturity	Maximum Percentage Allowed	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
U.S. Treasury Obligations	5 years	None	None	None
U.S. Agency Securities	5 years	None	None	None
Banker's Acceptances	180 days	40%	30%	30%
Commercial Paper	270 days	15%	15%	15%
Money Market Mutual Funds	N/A	None	None	None
Investment Contracts	30 years	None	None	None

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 2 – Cash and Investments (Continued)

D. Fair Value Measurement

At June 30, 2025, investments, excluding restricted cash and investments held by fiscal agent, are reported at fair value based on quoted market prices. The following table presents the fair value measurements of investments recognized in the accompanying Statement of Net Position measured at fair value on a recurring basis and the level within GASB 72 fair value hierarchy in which the fair value measurements fall at June 30, 2025:

Investments measured by fair value level:	Total at June 30, 2025	Level 1	Level 2
Federal Agency Securities	\$ 68,795,811	\$ -	\$ 68,795,811
Corporate Bonds	15,897,503	-	15,897,503
Negotiable Certificates of Deposit	8,287,806	-	8,287,806
Municipal Bonds	6,365,657	-	6,365,657
U.S. Treasury Notes	4,879,170	4,879,170	-
Total investments by fair value level	104,225,947	\$ 4,879,170	\$ 99,346,777
Investments not subject to the fair value hierarchy:			
CalTrust	10,049,618		
CLASS	5,002,977		
Local Agency Investment Fund	41,849,590		
California Asset Management Program	85,997,169		
Money market mutual funds	4,087,201		
Total investments not subject to the fair value hierarchy	146,986,555		
Total investments	\$ 251,212,502		

Debt and equity securities classified in Level 2 are valued using the following approaches:

- U.S. Treasuries, U.S. Agencies, and Commercial Paper: quoted prices for identical securities in markets that are not active;
- Medium term notes: quoted prices for similar securities in active markets; and
- Asset-backed securities: recent appraisals of the asset value.

E. Risk Disclosure

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the City manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations. Information about the sensitivity of the fair values of the City's investments (including investments held by fiscal agent) to market interest rate fluctuations is provided by the following table that shows the distribution of the City's investments by maturity:

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 2 – Cash and Investments (Continued)

E. Risk Disclosure (Continued)

Disclosures Relating to Interest Rate Risk (Continued)

Investment Type	12 Months or less	13 to 24 Months	25 to 36 Months	37 to 48 Months	More than 48 Months	Total
<i>Held by City:</i>						
Federal Agency Securities	\$ 29,524,783	\$ 32,280,228	\$ 6,990,800	\$ -	\$ -	\$ 68,795,811
Corporate Bonds	7,865,390	5,042,953	2,989,160	-	-	15,897,503
Negotiable Certificates of Deposit	3,421,507	2,890,306	1,975,993	-	-	8,287,806
Municipal Bonds	2,936,385	1,666,697	1,762,575	-	-	6,365,657
U.S. Treasury Notes	2,950,650	1,928,520	-	-	-	4,879,170
CalTrust	10,049,618	-	-	-	-	10,049,618
CLASS	5,002,977	-	-	-	-	5,002,977
Local Agency Investment Fund	41,849,590	-	-	-	-	41,849,590
California Asset Management Program	85,997,169	-	-	-	-	85,997,169
<i>Held by Trustees:</i>						
Money Market Funds	4,087,201	-	-	-	-	4,087,201
Total investments	\$ 193,685,270	\$ 43,808,704	\$ 13,718,528	\$ -	\$ -	\$ 251,212,502

Disclosure Relating to Concentration of Credit Risk

The investment policy of the City contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. Investments in any one issuer (other than U.S. Treasury securities, mutual funds, and external investment pools) that represent 5 percent or more of total City investments are as follows:

Issuer	Investment Type	Reported Amount	Percentage of Portfolio
Federal Home Loan Bank	Federal Agency Securities	\$ 57,645,844	22.95%
Federal Home Loan Mortgage Corporation	Federal Agency Securities	18,549,900	7.38%
Federal Farm Credit Bank	Federal Agency Securities	13,425,970	5.34%

Disclosures Relating to Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure City deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. At June 30, 2025, the City's deposits (bank balances) were collateralized under California Law.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 2 – Cash and Investments (Continued)

E. Risk Disclosure (Continued)

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by the California Government Code, the City's investment policy, or debt agreements, and the actual Moody's rating as of year-end for each investment type.

Investment Type	Total	Minimum Legal Rating	AA+/ AA/AA-	A+/A/A-	AAA/AAAm	Not Rated
<i>Held by City:</i>						
Federal Agency Securities	\$ 68,795,811	N/A	\$ 21,658,151	\$ -	\$ 6,883,230	\$ 40,254,430
Corporate Bonds	15,897,503	A	5,088,883	10,808,620	-	-
Negotiable Certificates of Deposit	8,287,806	A	-	-	-	8,287,806
Municipal Bonds	6,365,657	N/A	3,624,602	978,480	-	1,762,575
<i>Held by Trustee:</i>						
Money Market Funds	4,087,201		-	-	-	4,087,201
Total Rated Investments	103,433,978		\$ 30,371,636	\$ 11,787,100	\$ 6,883,230	\$ 54,392,012
<i>Not rated:</i>						
CalTrust	10,049,618	N/A				
CLASS	5,002,977	N/A				
Local Agency Investment Fund	41,849,590	N/A				
California Asset Management Program	85,997,169	N/A				
<i>Exempt from credit rating disclosure:</i>						
U.S. Treasury Notes	4,879,170	N/A				
Total investments	\$ 251,212,502					

F. California CLASS

California CLASS is a pooled investment option that was created via a joint exercise of powers agreement by and among California public agencies. California CLASS provides California public agencies with a convenience method for investing in high-liquid, short to medium term securities. Deposits and withdrawals to and from California CLASS are transferred on the basis of \$1 and not fair value. Accordingly, under the fair value hierarchy, California CLASS is valued based on inputs not categorized as level 1, level 2 or level 3. As of June 30, 2025, the City had \$5,002,977 invested in the California CLASS.

G. Investment in State Investment Pool

The City is a participant in LAIF which is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. As of June 30, 2025, the City had \$41,849,590 invested in LAIF. LAIF determines fair value on its investment portfolio based on market quotations for those securities where market quotations are readily available and based on amortized cost or best estimate for those securities where market value is not readily available. LAIF is reported at amortized cost, which approximates fair value.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 2 – Cash and Investments (Continued)

H. California Asset Management Program

The City is a voluntary participant in the California Asset Management Program (CAMP). CAMP is an investment pool offered by the California Asset Management Trust (the Trust). The Trust is a joint powers authority and public agency created by the Declaration of Trust and established under the provisions of the California Joint Exercise of Powers Act for the purpose of exercising the common power of its Participants to invest funds. The investments are limited to investments permitted by California Government Code. The total amount invested by all public agencies in CAMP at June 30, 2025 was \$22.3 billion, respectively. A board of five trustees who are officials or employees of public agencies has oversight responsibility for CAMP. The value of the pool shares in CAMP, which may be withdrawn at any time, is determined on an amortized cost basis, which is different from the fair value of the City’s position in the pool. At June 30, 2025 the amortized cost approximates the City’s cost.

Note 3 – Leases Receivable

A. Governmental Activities

The portion of the City’s property is leased to others. Such property includes special purpose facilities, office and commercial space, and land. Lease receivable consists of agreements with other for the right-to-use of the underlying assets at various locations owned by the City. The terms of the arrangements range from 1 to 30 years. The calculated interest rates used vary depending on the length of the lease. For the fiscal year ended June 30, 2025, the City recognized \$601,487 in lease revenue and \$36,919 in interest revenue. At June 30, 2025, the City reported a deferred inflow of resources related to leases of \$2,622,941.

A summary of changes in lease receivable for the fiscal year ended June 30, 2025 is as follows:

	Balance		Deletions	Balance		Classification	
	July 1, 2024	Additions		June 30, 2025	Due within One Year	Due in More Than One Year	
Leases receivable	\$ 2,610,174	\$ 778,108	\$ (575,457)	\$ 2,812,825	\$ 606,553	\$ 2,206,272	

As of June 30, 2025, the required payments for these leases, including interest, are:

Year Ending	Principal	Interest	Total
June 30,			
2026	\$ 606,553	\$ 41,617	\$ 648,170
2027	519,157	34,668	553,825
2028	353,416	28,518	381,934
2029	224,845	23,285	248,130
2030	139,544	19,305	158,849
2031 - 2035	413,558	70,307	483,865
2036 - 2040	355,002	36,050	391,052
2041 - 2045	200,750	5,419	206,169
Total	\$ 2,812,825	\$ 259,169	\$ 3,071,994

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 3 – Lease Receivable (Continued)

B. Business-Type Activities

The portion of the City’s property is leased to others. Such property includes special purpose facilities, office and commercial space, and land. Lease receivable consists of agreements with other for the right-to-use of the underlying assets at various locations owned by the City. The terms of the arrangements range from 2 to 30 years. The calculated interest rates used vary depending on the length of the lease. For the fiscal year ended June 30, 2025, the City recognized \$262,775 in lease revenue and \$40,580 in interest revenue. At June 30, 2025, the City reported a deferred inflow of resources related to leases of \$2,002,410.

A summary of changes in lease receivable for the fiscal year ended June 30, 2025 is as follows:

	Balance			Balance June 30, 2025	Classification	
	July 1, 2024	Additions	Deletions		Due within One Year	Due in More Than One Year
Leases receivable	\$ 2,394,149	\$ -	\$ (227,499)	\$ 2,166,650	\$ 216,649	\$ 1,950,001

As of June 30, 2025, the required payments for these leases, including interest, are:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 216,649	\$ 37,180	\$ 253,829
2027	230,833	33,632	264,465
2028	236,592	29,925	266,517
2029	236,377	26,126	262,503
2030	173,957	22,535	196,492
2031 - 2035	262,306	92,435	354,741
2036 - 2040	262,496	69,157	331,653
2041 - 2045	345,717	38,760	384,477
2046 - 2048	201,723	5,172	206,895
Total	\$ 2,166,650	\$ 354,922	\$ 2,521,572

Note 4 – Loan Receivable

On March 5, 2024, the City entered into a loan agreement with the Museum of Redlands (the “Museum”) in the amount of \$1,000,000 to fund the completion of certain improvements associated with the proposed “Museum of Redlands”. The loan bears an annual interest rate of 4% and repayment of the loan principal and interest accrued on the unpaid principal balance is due on or before March 5, 2026. At June 30, 2025, the outstanding balance of the loan receivable was \$551,178.

On May 7, 2024, the City entered into a loan agreement with the Museum in the amount of \$2,000,000 to fund the completion of certain improvements associated with the proposed “Museum of Redlands”. The loan will be repaid through grant funding secured by the Museum from the State of California. The loan bears an annual interest rate of 0% and repayment of the loan principal is due upon receipt of the grant funding or before May 1, 2027. At June 30, 2025, the outstanding balance of the loan receivable was \$0.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 5 – Interfund Receivables, Payables, and Transfers

A. Due To / From Other Funds

As of June 30, 2025, due to/from other funds were as follows:

Receivable Fund	Payable Fund	Amount	Purpose
General Fund	Transportation Development Act Special Revenue Fund	\$ 2,883	Overdrawn Cash
General Fund	Groves Enterprise Fund	262,312	Overdrawn Cash
General Fund	Aviation Enterprise Fund	154,973	Overdrawn Cash
	Total	\$ 420,168	

B. Advance From / From Other Funds

As of June 30, 2025, advances to/from other funds were as follows:

Advances To	Advances From	Amount
Water Enterprise Fund	Cemetery Enterprise Fund	\$ 360,077
Disposal Enterprise Fund	Aviation Enterprise Fund	680,157
	Total	\$ 1,040,234

The Water Enterprise Fund and Disposal Enterprise Fund advanced the Cemetery and Aviation Enterprise Funds a total of \$1,040,234 to provide funding for capital expenditures.

C. Transfers

Interfund transfers during the year ended June 30, 2025, consisted of the following:

Transfers In	Transfers Out	Amount	Purpose
General Fund	Governmental Grants Special Revenue Fund	\$ 67,089	Program subsidy
General Fund	State Gas Tax Special Revenue Fund	2,048,335	Capital projects
General Fund	Traffic Safety Special Revenue Fund	170,307	Program subsidy
General Fund	Water Enterprise Fund	281,510	Program subsidy
General Fund	Disposal Enterprise Fund	68,313	Program subsidy
General Fund	Wastewater Service Enterprise Fund	29,277	Program subsidy
General Fund	Wastewater Service Enterprise Fund	95,400	Fixed Asset Transfer
	Subtotal	2,760,231	
Governmental Grants Special Revenue Fund	General Fund	14,448	Program subsidy
Emergency Service Special Revenue Fund	General Fund	4,700,338	Program subsidy
Traffic Safety Special Revenue Fund	General Fund	23,020	Program subsidy
Downtown Redlands Business Area Special Revenue Fund	General Fund	30,394	Program subsidy
Parking Authority Special Revenue Fund	General Fund	20,426	Program subsidy
Landscape Maintenance District Special Revenue Fund	General Fund	23,255	Program subsidy
Safety Hall Replacement Capital Projects Fund	General Fund	2,905,554	Capital projects
Groves Enterprise Fund	General Fund	10,000	Capital projects
General Liability Self-Insurance Internal Service Fund	General Fund	6,918,434	Program subsidy
Information Technology Internal Service Fund	General Fund	350,000	Reserve funding
	Subtotal	14,995,869	
PARIS Special Revenue Fund	State Gas Tax Special Revenue Fund	1,969,852	Capital projects
PARIS Special Revenue Fund	Measure I Special Revenue Fund	2,152,068	Capital projects
PARIS Special Revenue Fund	Water Enterprise Fund	102,412	Capital projects
PARIS Special Revenue Fund	Disposal Enterprise Fund	1,885,248	Capital projects
PARIS Special Revenue Fund	Wastewater Service Enterprise Fund	17,088	Capital projects
	Subtotal	6,126,668	

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 5 – Interfund Receivables, Payables, and Transfers (Continued)

C. Transfers (Continued)

Transfers In	Transfers Out	Amount	Purpose
Groves Enterprise Fund	CFD 2004-1 Assessment Special Revenue Fund	144,400	Capital projects
Groves Enterprise Fund	Disposal Enterprise Fund	70,199	Capital projects
	Subtotal	214,599	
General Liability Self-Insurance Internal Service Fund	Water Enterprise Fund	200,000	Reserve funding
General Liability Self-Insurance Internal Service Fund	Disposal Enterprise Fund	200,000	Reserve funding
General Liability Self-Insurance Internal Service Fund	Wastewater Enterprise Fund	200,000	Reserve funding
	Subtotal	600,000	
Water Enterprise Fund	Non-Potable Water Enterprise Fund	57,573	Fixed asset transfer
Water Enterprise Fund	Wastewater Service Fund	13,647	Fixed asset transfer
Wastewater Service Fund	Water Enterprise Fund	595,919	Fixed asset transfer
General Debt Service Fund	Payroll Clearing Internal Service Fund	455,160	Debt service - pension bonds
	Total	\$ 25,819,665	

Note 6 – Capital Assets

A. Governmental Activities

The summary of changes in governmental activities capital assets for the year ended June 30, 2025, is as follows:

	Balance July 1, 2024	Additions	Deletions	Transfers/ Reclassifications	Balance June 30, 2025
Capital assets, not being depreciated:					
Land	\$ 41,707,282	\$ 1,938,623	\$ -	\$ -	\$ 43,645,905
Water rights	408,125	-	-	-	408,125
Right of way	366,862,877	7,013,780	-	-	373,876,657
Construction in progress	16,307,905	4,122,959	(1,237,630)	(3,384,495)	15,808,739
Total capital assets, not being depreciated	425,286,189	13,075,362	(1,237,630)	(3,384,495)	433,739,426
Capital assets, being depreciated/amortized:					
Infrastructure	282,812,418	13,984,772	(2,348,380)	846,037	295,294,847
Building and improvements	62,724,536	1,196,968	-	2,480,986	66,402,490
Machinery, equipment and vehicles	25,482,981	2,694,145	(1,621,203)	57,472	26,613,395
Lease assets - buildings and improvements	53,177	-	-	-	53,177
Lease assets - machinery, equipment and vehicles	4,324,740	2,607,447	(584,194)	-	6,347,993
Subscription assets	422,936	121,829	(203,575)	-	341,190
Total capital assets, being depreciated/amortized	375,820,788	20,605,161	(4,757,352)	3,384,495	395,053,092
Accumulated depreciation/amortization:					
Infrastructure	(116,713,745)	(6,253,932)	1,395,059	-	(121,572,618)
Building and improvements	(26,597,718)	(2,138,220)	-	-	(28,735,938)
Machinery, equipment and vehicles	(19,338,850)	(1,902,629)	1,603,130	-	(19,638,349)
Lease assets - buildings and improvements	(26,589)	(8,863)	-	-	(35,452)
Lease assets - machinery, equipment and vehicles	(991,176)	(1,280,348)	584,191	-	(1,687,333)
Subscription assets	(262,742)	(122,523)	203,575	-	(181,690)
Total accumulated depreciation/amortization	(163,930,820)	(11,706,515)	3,785,955	-	(171,851,380)
Total capital assets, being depreciated/amortized, net	211,889,968	8,898,646	(971,397)	3,384,495	223,201,712
Total capital assets, net	\$ 637,176,157	\$ 21,974,008	\$ (2,209,027)	\$ -	\$ 656,941,138

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 6 – Capital Assets (Continued)

A. Governmental Activities (Continued)

Depreciation and amortization expense were charged to the functions/programs of the governmental activities as follows:

General government	\$	1,087,120
Public safety		2,080,326
Culture and recreation		1,224,043
Highway and streets		6,739,708
Internal service funds		575,318
Total depreciation/amortization expense	\$	11,706,515

B. Business-Type Activities

The summary of changes in business-type activities capital assets for the year ended June 30, 2025, is as follows:

	Balance July 1, 2024	Additions	Deletions	Transfers/ Reclassifications	Balance June 30, 2025
Capital assets, not being depreciated:					
Land	\$ 28,069,057	\$ -	\$ -	\$ -	\$ 28,069,057
Water rights	9,792,995	-	-	-	9,792,995
Construction in progress	12,194,230	8,762,998	(3,312)	(3,185,417)	17,768,499
Total capital assets, not being depreciated	<u>50,056,282</u>	<u>8,762,998</u>	<u>(3,312)</u>	<u>(3,185,417)</u>	<u>55,630,551</u>
Capital assets, being depreciated/amortized:					
Infrastructure	210,736,273	7,807,601	(194,012)	2,738,030	221,087,892
Building and improvements	123,210,762	1,125,488	(9,875)	-	124,326,375
Machinery, equipment and vehicles	24,968,572	4,304,703	(1,848,434)	447,387	27,872,228
Lease assets - buildings and improvements	53,178	-	-	-	53,178
Lease assets - machinery, equipment and vehicles	2,801,630	1,116,658	-	-	3,918,288
Total capital assets, being depreciated/amortized	<u>361,770,415</u>	<u>14,354,450</u>	<u>(2,052,321)</u>	<u>3,185,417</u>	<u>377,257,961</u>
Accumulated depreciation/amortization:					
Infrastructure	(97,478,353)	(3,698,166)	97,104	-	(101,079,415)
Buildings and improvements	(85,547,198)	(3,125,443)	4,937	-	(88,667,704)
Machinery, equipment and vehicles	(18,798,825)	(1,932,021)	1,806,233	-	(18,924,613)
Lease assets - buildings and improvements	(26,589)	(8,863)	-	-	(35,452)
Lease assets - machinery, equipment and vehicles	(353,006)	(706,424)	-	-	(1,059,430)
Total accumulated depreciation/amortization	<u>(202,203,971)</u>	<u>(9,470,917)</u>	<u>1,908,274</u>	<u>-</u>	<u>(209,766,614)</u>
Total capital assets, being depreciated/amortized, net	<u>159,566,444</u>	<u>4,883,533</u>	<u>(144,047)</u>	<u>3,185,417</u>	<u>167,491,347</u>
Total capital assets, net	<u>\$ 209,622,726</u>	<u>\$ 13,646,531</u>	<u>\$ (147,359)</u>	<u>\$ -</u>	<u>\$ 223,121,898</u>

Depreciation and amortization expense were charged to the funds of the business-type activities as follows:

Water Fund	\$	5,097,352
Disposal Fund		1,137,063
Wastewater Fund		2,890,740
Groves Fund		31,781
Non-Potable Water Fund		5,978
Cemetery Fund		86,469
Aviation Fund		221,534
Total depreciation/amortization expense	\$	9,470,917

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 7 – Long-Term Liabilities

A. Governmental Activities

A summary of changes in the long-term liabilities of the governmental activities for the year ended June 30, 2025, is as follows:

	Balance July 1, 2024	Debt Issued	Debt Retired	Balance June 30, 2025	Classification	
					Due within One Year	Due in More Than One Year
Governmental Activities:						
Public borrowings:						
Taxable Pension Funding Bonds	\$ 4,585,000	\$ -	\$ (200,000)	\$ 4,385,000	\$ 215,000	\$ 4,170,000
less: accreted interest	(115,060)	-	39,964	(75,096)	-	(75,096)
Total taxable pension funding bonds	4,469,940	-	(160,036)	4,309,904	215,000	4,094,904
Direct borrowings:						
Notes payable:						
I-Bank Sports Park	1,087,564	-	(68,988)	1,018,576	71,162	947,414
Finance Purchase Agreements	3,701,646	-	(154,448)	3,547,198	139,806	3,407,392
Total notes payable	4,789,210	-	(223,436)	4,565,774	210,968	4,354,806
Lease liability	2,941,545	2,098,978	(1,055,940)	3,984,583	1,029,690	2,954,893
Subscription liability	55,044	121,829	(79,765)	97,108	22,125	74,983
Total	\$ 12,255,739	\$ 2,220,807	\$ (1,519,177)	\$ 12,957,369	\$ 1,477,783	\$ 11,479,586

2007 Taxable Pension Funding Bonds

On August 1, 2007, the City issued \$25,862,392 of 2007 Taxable Pension Funding Bonds to refund the City's obligation to PERS, reimburse the City for its payment of a portion of its fiscal year ended 2008 unfunded liability and pay the costs of issuance of the bonds. Interest is payable February 1 and August 1 of each year commencing on February 1, 2008. Interest rate is 5.233 percent with annual principal payments plus accreted value commencing February 1, 2008 through February 1, 2037. The amount outstanding at June 30, 2025, is \$4,385,000.

The annual debt service requirements on 2007 Taxable Pension Funding Bonds are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 215,000	\$ 207,455	\$ 422,455
2027	230,000	207,455	437,455
2028	250,000	207,455	457,455
2029	265,000	204,799	469,799
2030	285,000	193,733	478,733
2031-2035	2,010,000	654,827	2,664,827
2036-2037	1,130,000	66,168	1,196,168
Subtotal	4,385,000	1,741,892	6,126,892
Less: accreted interest	(75,096)	-	(75,096)
Total	\$ 4,309,904	\$ 1,741,892	\$ 6,051,796

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 7 – Long-Term Liabilities (Continued)

A. Governmental Activities (Continued)

I-Bank Sports Park Note Payable

On December 1, 2006, the City entered into this agreement for the purpose of obtaining additional funds to complete the Sports Park project. The City has agreed to pay the amount over thirty years commencing on the date of the lease, which carries an annual interest rate of 3.15 percent with principal and interest payments due every six months starting August 1, 2007, and the final payment to be made on August 1, 2036. The City pledged the Community Center to obtain this loan with I-Bank. At June 30, 2025, the outstanding balance of the I-Bank Sports Park Lease Liability balance was \$1,018,576.

The annual debt service requirements the I-Bank Sports Park Note Payable are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 71,162	\$ 30,964	\$ 102,126
2027	73,403	28,687	102,090
2028	75,715	26,339	102,054
2029	78,100	23,916	102,016
2030	80,561	21,417	101,978
2031-2035	442,504	66,760	509,264
2036-2037	197,131	6,258	203,389
Total	\$ 1,018,576	\$ 204,341	\$ 1,222,917

Finance Purchase Agreements

The City has entered into various finance purchase agreements for various equipment purchases. These leases qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of future minimum lease payments as of the date of inception. The assets acquired under capital leases are classified as machinery, equipment and vehicles. The finance purchase agreements carry annual interest rates from 2.58 to 8.12 percent with principal and interest payments due bi-annually. The gross value of equipment acquired under finance purchase agreements at June 30, 2025, was \$4,191,707, with an accumulated amortization of \$644,509. The outstanding balance at June 30, 2025, is \$3,547,198.

The annual debt service requirements of the finance purchase agreements are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 139,806	\$ 207,046	\$ 346,852
2027	115,512	199,440	314,952
2028	122,409	192,442	314,851
2029	129,738	185,113	314,851
2030	137,505	177,346	314,851
2031-2035	821,325	752,929	1,574,254
2036-2040	1,098,446	475,809	1,574,255
2041-2044	982,457	119,277	1,101,734
Total	\$ 3,547,198	\$ 2,309,402	\$ 5,856,600

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 7 – Long-Term Liabilities (Continued)

A. Governmental Activities (Continued)

Lease Liability

The City has entered into leases for building space and equipment use. The terms of the agreements range from 5 to 6 years. The calculated interest rates varied based on the length of the lease ranging from 0.38 to 3.51 percent. As of June 30, 2025, the capitalized right-to-use assets related to leases were \$6,401,170 and the total lease liability was \$3,984,583, of which \$1,029,690 is reported as a current liability representing the amount due within the next fiscal year.

The annual debt service requirements of the lease liability are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 1,029,690	\$ 89,204	\$ 1,118,894
2027	1,006,888	64,569	1,071,457
2028	975,785	39,394	1,015,179
2029	799,744	14,748	814,492
2030	172,476	1,539	174,015
Total	\$ 3,984,583	\$ 209,454	\$ 4,194,037

Subscription Liability

The City has entered into subscription-based information technology arrangements (SBITAs) for services related to cloud-based software applications, data storage and management services. Under the terms of these arrangements, the City does not take possession of the software at any time and the vendor provides ongoing services for the software's operation. The subscription periods vary, with initial non-cancellable terms ranging from 2 to 6 years. The calculated interest rates varied ranging from 2.92 percent to 3.01 percent, which is based on the length of the SBITA and date of the agreement.

As of June 30, 2025, the capitalized right-to-use assets related to SBITAs were \$341,190 and the total subscription liability was \$97,108, of which \$22,125 is reported as a current liability representing the amount due within the next fiscal year.

The annual debt service requirements of the subscription liability are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 22,125	\$ 2,833	\$ 24,958
2027	23,513	2,193	25,706
2028	24,972	1,505	26,477
2029	26,498	775	27,273
Total	\$ 97,108	\$ 7,306	\$ 104,414

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 7 – Long-Term Liabilities (Continued)

B. Business-Type Activities

A summary of changes in the long-term liabilities of the business-type activities for the year ended June 30, 2025, is as follows:

	Balance July 1, 2024	Debt Issued	Debt Retired	Balance June 30, 2025	Classification	
					Due within One Year	Due in More Than One Year
Business-Type Activities:						
Direct borrowings:						
Notes payable:						
California Recycled Water Project	\$ 356,135	\$ -	\$ (356,135)	\$ -	\$ -	\$ -
Safe Drinking Water Project	926,523	-	(364,156)	562,367	372,727	189,640
Hinckley Water Treatment Plant Upgrade	5,746,712	-	(512,536)	5,234,176	525,439	4,708,737
I-Bank Solid Waste	1,897,564	-	(148,081)	1,749,483	152,538	1,596,945
I-Bank City Streets	2,120,341	-	(147,377)	1,972,964	152,153	1,820,811
Finance Purchase Agreements	262,155	1,196,600	(416,313)	1,042,442	328,155	714,287
Total notes payable	11,309,430	1,196,600	(1,944,598)	10,561,432	1,531,012	9,030,420
Lease liability	2,249,119	864,165	(598,445)	2,514,839	667,434	1,847,405
Total	\$ 13,558,549	\$ 2,060,765	\$ (2,543,043)	\$ 13,076,271	\$ 2,198,446	\$ 10,877,825

California Recycled Water Project Note Payable

On September 2, 2003, the City entered into a loan agreement with the California Water Resources Control Board in the amount of \$7,918,234 to assist in financing the construction of advanced wastewater treatment facilities at the existing wastewater treatment plant. The note carries an annual interest rate of 2.5 percent with principal and interest payments due annually starting November 30, 2005 through November 30, 2024. The note payable was paid in full as of June 30, 2025.

Safe Drinking Water Project Note Payable

On January 30, 2004, the City entered into a loan agreement with the State of California, Department of Water Resources in the amount of \$1,664,876 to assist in financing construction of a project which will enable the City to meet safe drinking water standards. As of June 30, 2006, the loan had been increased to \$6,100,844. The note carries an annual interest rate of 2.34 percent with principal and interest payments due every six months starting January 1, 2006 through January 1, 2027. At June 30, 2025, the City has \$562,367 in outstanding principal.

The annual debt service requirements of the Safe Drinking Water Project Note Payable are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 372,727	\$ 10,992	\$ 383,719
2027	189,640	2,219	191,859
Total	\$ 562,367	\$ 13,211	\$ 575,578

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 7 – Long-Term Liabilities (Continued)

B. Business-Type Activities (Continued)

Hinckley Water Treatment Plant Upgrade Note Payable

On June 21, 2011, the City entered into an agreement with the Clean Water State Revolving Fund Control Board for construction of the Hinckley water treatment plant upgrade. The City may borrow up to \$13,663,033 or the eligible costs of the project, whichever is less. The loan has an interest rate of 2.5017 percent with maturities through 2034. Principal and interest is due every six months starting January 1, 2011 through July 1, 2034. The outstanding balance at June 30, 2025, is \$5,234,176.

The annual debt service requirements of the Hinckley Water Treatment Plant Upgrade Note Payable are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 525,439	\$ 127,678	\$ 653,117
2027	538,666	114,450	653,116
2028	552,226	100,890	653,116
2029	566,127	86,989	653,116
2030	580,379	72,738	653,117
2031-2034	2,471,339	141,124	2,612,463
Total	\$ 5,234,176	\$ 643,869	\$ 5,878,045

I-Bank Solid Waste Note Payable

On March 2, 2015, the City entered into an agreement for the purpose of obtaining additional funds to complete the Solid Waste project. The City has agreed to pay the amount over twenty years commencing on the date of the loan, which carries an annual interest rate of 3.01 percent with principal and interest payments due every six months starting August 1, 2015 through August 1, 2034. At June 30, 2025, the outstanding balance of the loan was \$1,749,483.

The annual debt service requirements of the I-Bank Solid Waste Note Payable are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 152,538	\$ 50,364	\$ 202,902
2027	157,129	45,703	202,832
2028	161,859	40,902	202,761
2029	166,731	35,957	202,688
2030	171,750	30,863	202,613
2031-2035	939,476	72,372	1,011,848
Total	\$ 1,749,483	\$ 276,161	\$ 2,025,644

I-Bank City Streets Note Payable

On July 1, 2016, the City entered into an agreement for the purpose of obtaining funds for the City Streets project. The City has agreed to pay the amount over twenty years commencing on the date of the loan, which carries an annual interest rate of 3.24 percent with principal and interest payments due every six months starting August 1, 2017 through August 1, 2035. At June 30, 2025, the outstanding balance of the loan was \$1,972,964.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 7 – Long-Term Liabilities (Continued)

B. Business-Type Activities (Continued)

The annual debt service requirements of the I-Bank City Streets Note Payable are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 152,153	\$ 61,459	\$ 213,612
2027	157,083	56,450	213,533
2028	162,172	51,278	213,450
2029	167,427	45,938	213,365
2030	172,851	40,426	213,277
2031-2035	951,981	112,983	1,064,964
2036	209,297	3,391	212,688
Total	\$ 1,972,964	\$ 371,925	\$ 2,344,889

Finance Purchase Agreements

The City has entered into various finance purchase agreements for various equipment purchases. These lease qualifies as a capital lease for accounting purposes and, therefore, has been recorded at the present value of future minimum lease payments as of the date of inception. The finance purchase agreements carry annual interest rates from 2.99 to 6.99 percent with principal and interest payments due bi-annually. The asset acquired under the finance purchase agreement is classified as machinery, equipment and vehicles. The gross value of equipment acquired under finance purchase agreements at June 30, 2025, was \$1,984,256, with an accumulated amortization of \$941,814. The outstanding balance at June 30, 2025, is \$1,042,442.

The annual debt service requirements of the Finance Purchase Agreements are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 328,155	\$ 66,597	\$ 394,752
2027	222,301	50,382	272,683
2028	237,841	34,843	272,684
2029	254,145	18,640	272,785
Total	\$ 1,042,442	\$ 170,462	\$ 1,212,904

Lease Liability

The City has entered into leases for building space and equipment use. The terms of the agreements range from 5 to 6 years. The calculated interest rates varied based on the length of the lease ranging from 0.38 to 3.51 percent. As of June 30, 2025, the capitalized right-to-use assets related to leases were \$3,971,466 and the total lease liability was \$2,514,839, of which \$667,434 is reported as a current liability representing the amount due within the next fiscal year.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 7 – Long-Term Liabilities (Continued)

B. Business-Type Activities (Continued)

Lease Liability (Continued)

Principal and interest payments to maturity are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 667,434	\$ 53,904	\$ 721,338
2027	672,313	38,417	710,730
2028	635,816	22,594	658,410
2029	465,497	7,724	473,221
2030	73,779	708	74,487
Total	\$ 2,514,839	\$ 123,347	\$ 2,638,186

Note 8 – Special Assessment Debt with No City Commitment

The special assessment bonds are secured by valid assessment liens upon certain lands within the special assessment district and are not direct liabilities of the City and, accordingly, are not included in the accompanying basic financial statements. The City has no obligation beyond the balances in the designated agency funds for any delinquent assessment district bond payments. If delinquencies occur beyond the amounts held in the reserve funds created from bond proceeds, the City has no duty to pay the delinquency out of any available funds of the City. Neither the faith, credit, nor taxing power of the City is pledged to the payment of the bonds. The City acts solely as an agent for those paying assessments and for the bondholders.

In September 2001, the City issued for and on behalf of the Community Facilities District No. 2001-1 (Northwest Development Project) \$9,255,000 aggregate principal amount of 2001 Special Tax Bonds to finance the acquisition of certain public improvements with appurtenant work and incidental expenses within the District. The Bonds were issued pursuant to the Mello-Roos Community Facilities Act of 1982 and are payable from proceeds of annual special tax to be levied on the property within the District. Bonds maturing in the years 2002 to 2015 are serial bonds payable in annual installments of \$170,000 to \$355,000 while bonds maturing in the year 2026 in the amount of \$2,535,000 are term bonds. The interest rates on the bonds range from 3.75% to 6.45%. The outstanding balance at June 30, 2025, was \$1,345,000.

In February 2004, the City issued for and on behalf of the Community Facilities District No. 2003-1 (Redlands Business Center) \$9,545,000 aggregate principal amount of 2004 Special Tax Bonds to finance the acquisition and construction of certain street improvements, sewers, storm drains, water distribution facilities, and other public improvements within the District. The Bonds were issued pursuant to the Mello-Roos Community Facilities Act of 1982 and are payable from proceeds of annual special tax to be levied on the property within the District. Bonds maturing in the years 2006 to 2021 are serial bonds payable in annual installments of \$20,000 to \$270,000, while bonds maturing in the year 2027 in the amount of \$2,255,000 and bonds maturing in the year 2033 in the amount of \$5,280,000 are term bonds. The interest rates on the bonds range from 2.50% to 5.90%. The outstanding balance at June 30, 2025, was \$6,015,000.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 8 – Special Assessment Debt with No City Commitment (Continued)

Noncommittal debt amounts issued and outstanding at June 30, 2025 are as follows:

	Original Amount	Outstanding Balance June 30, 2025
CFD 2001-1 Special Tax Bonds (Northwest Development Project)	\$ 9,255,000	\$ 1,345,000
CFD 2003-1 Special Tax Bonds (Redlands Business Center)	9,545,000	6,015,000
Total	\$ 18,800,000	\$ 7,360,000

Note 9 – Compensated Absences

A. Governmental Activities

A summary of changes in the compensated absences balances for the governmental activities for the year ended June 30, 2025 is as follows:

	Balance		Balance June 30, 2025	Classification	
	July 1, 2024, as restated	Increases/ (Decreases)		Due within One Year	Due in More Than One Year
Compensated absences	\$ 12,209,764	\$ 617,463	\$ 12,827,227	\$ 6,413,615	\$ 6,413,612

Compensated absences in the governmental activities are obligations of the following funds:

Governmental Funds	\$ 12,034,308
Liability Self-Insurance Internal Service Fund	24,968
Information Technology Internal Service Fund	315,034
Workers Compensation	
Self-Insurance Internal Service Fund	64,769
Equipment Maintenance Internal Service Fund	136,539
Utility Billing Internal Service Fund	251,609
Total	\$ 12,827,227

B. Business-Type Activities

A summary of changes in the compensated absences balances for the business-type activities for the year ended June 30, 2025 is as follows:

	Balance		Balance June 30, 2025	Classification	
	July 1, 2024, as restated	Increases/ (Decreases)		Due within One Year	Due in More Than One Year
Compensated absences	\$ 2,261,528	\$ 153,678	\$ 2,415,206	\$ 1,207,604	\$ 1,207,602

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 9 – Compensated Absences (Continued)

B. Business-Type Activities (Continued)

Compensated absences in the business-type activities are obligations of the following funds:

Water Fund	\$	1,009,226
Disposal Fund		660,750
Wastewater Fund		636,771
Groves Fund		12,442
Non-Potable Water Fund		6,320
Cemetery Fund		76,434
Aviation Fund		13,263
Total	\$	2,415,206

Note 10 – Solid Waste Landfill

State and federal laws and regulations require the City to provide financial assurance for closure and post closure costs of the California Street Landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site for fifteen years after closure. Although closure and post closure activities will be paid only near or after the date that the landfill stops accepting waste, the City reports a portion of these closure and post closure costs as an operating expense in each period based on landfill capacity used as of each balance sheet date. The \$15,996,513 reported as landfill closure and post closure liability at June 30, 2025, represents the cumulative amount reported to date based on the use of 70.36 percent of the total estimated capacity of the landfill including final covering. The City will recognize the remaining estimated costs of closure and post closure care of \$6,737,398 as the remaining estimated capacity is filled. These amounts are based on what it would cost to perform closure and post closure activities in 2025 dollars. The City expects to close the landfill in the year 2042. Actual costs may differ due to inflation, changes in technology or changes in regulations.

The City is required by state and federal laws and regulations to maintain adequate funds to provide financial assurance for closure and post closure costs through one of a combination of alternative mechanisms. For closure costs, the City has established an enterprise fund mechanism with a separate fund, the California Street Landfill Closure fund, that is included within the Disposal Enterprise Fund. For post closure costs, the City has entered into a Pledge of Revenue Agreement with the California Integrated Waste Management Board. The City is in compliance with these requirements. At June 30, 2025, \$12,897,799 is held for landfill closure. The City expects that future inflation costs will be paid from future annual operating revenues in the enterprise fund. Post closure costs are agreed to be covered by revenue from solid waste customer billings which is deposited directly into the Disposal enterprise fund.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans

A. Summary

The City participates in the California Public Employees Retirement System (CalPERS), a pension plan available to all qualified employees. The Safety Plan is a cost-sharing multiple employer defined benefit pension plan. The Miscellaneous Plan is an agent multiple employer defined benefit pension plan. A summary of pension amounts for the City’s plans at June 30, 2025, is presented below:

	Governmental Activities	Business-Type Activities	Total
Deferred outflows of resources:			
Pension contribution made after measurement date:			
CalPERS Miscellaneous	\$ 4,600,385	3,220,920	\$ 7,821,305
CalPERS Safety	13,195,999	-	13,195,999
Total pension contribution made after measurement date	<u>17,796,384</u>	<u>3,220,920</u>	<u>21,017,304</u>
Projected earnings on pension plan investments in excess of actual earnings:			
CalPERS Miscellaneous	1,353,716	947,793	2,301,509
CalPERS Safety	5,190,489	-	5,190,489
Total projected earnings on pension plan investments in excess of actual earnings	<u>6,544,205</u>	<u>947,793</u>	<u>7,491,998</u>
Change in assumption			
CalPERS Miscellaneous	-	-	-
CalPERS Safety	2,645,739	-	2,645,739
Total change in assumption	<u>2,645,739</u>	<u>-</u>	<u>2,645,739</u>
Difference between expected and actual experience:			
CalPERS Miscellaneous	661,953	463,461	1,125,414
CalPERS Safety	8,478,609	-	8,478,609
Total difference between expected and actual experience	<u>9,140,562</u>	<u>463,461</u>	<u>9,604,023</u>
Employer contributions in excess of proportionate share of contribution:			
CalPERS Safety	2,092,175	-	2,092,175
Total employer contributions in excess of proportionate share of contribution	<u>2,092,175</u>	<u>-</u>	<u>2,092,175</u>
Total deferred outflows of resources			
CalPERS Miscellaneous	6,616,054	4,632,174	11,248,228
CalPERS Safety	31,603,011	-	31,603,011
Total deferred outflows of resources	<u>\$ 38,219,065</u>	<u>\$ 4,632,174</u>	<u>\$ 42,851,239</u>
Net pension liability:			
CalPERS Miscellaneous	\$ 30,097,157	\$ 21,072,264	\$ 51,169,421
CalPERS Safety	107,384,748	-	107,384,748
Total net pension liability	<u>\$ 137,481,905</u>	<u>\$ 21,072,264</u>	<u>\$ 158,554,169</u>
Deferred inflows of resources:			
Adjustment due to difference in proportions			
CalPERS Safety	\$ 593,834	\$ -	\$ 593,834
Total adjustment due to difference in proportions	<u>593,834</u>	<u>-</u>	<u>593,834</u>
Total deferred inflows of resources			
CalPERS Safety	593,834	-	593,834
Total deferred inflows of resources	<u>\$ 593,834</u>	<u>\$ -</u>	<u>\$ 593,834</u>
Pension expense (credit):			
CalPERS Miscellaneous	\$ 4,960,187	\$ 3,472,832	\$ 8,433,019
CalPERS Safety	21,153,457	-	21,153,457
Total net pension expenses	<u>\$ 26,113,644</u>	<u>\$ 3,472,832</u>	<u>\$ 29,586,476</u>

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans (Continued)

B. City Miscellaneous Plans

Plan Description

Substantially all City Miscellaneous employees working the equivalent of 1,000 hours per fiscal year are eligible to participate in the Miscellaneous Plan Agent multiple-employer defined benefit plan administered by California Public Employees Retirement System (CalPERS), which acts as a common investment and administrative agent for its participating member employers. Benefit Provisions under the Plans are established by State statutes within the Public Employee’s Retirement Law. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website. Copies of the CalPERS annual financial report may be obtained from the CalPERS Executive Office – 400 P Street, Sacramento, CA 95814.

Employees Covered

At June 30, 2024, the measurement date, the following employees were covered by the benefit terms for the Plan:

	Miscellaneous Plans
Active employees	395
Transferred and terminated employees	488
Retired employees and beneficiaries	574
Total	1,457

Benefits Provided

CalPERS provide retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Classic CalPERS member becomes eligible for service retirement upon attainment of age 55 with at least 5 years of credited service. PEPRA miscellaneous members become eligible for service retirement upon attainment of age 62 with at least 5 years of service. The service retirement benefit is a monthly allowance equal to the product of the benefit factor, years of service, and final compensation. The final compensation is the monthly average of the member's highest 36 full-time equivalent monthly pay.

Following are the benefit provisions for each plan:

	Miscellaneous Plans	
	Classic	PEPRA
Hire Date		
Benefit formula	2% @ 55	2% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	Monthly for life	Monthly for life
Retirement age	50 - 63	52 - 67
Monthly benefits, as a % of eligible compensation	1.426% to 2.418%	1.000% to 2.500%
Required employee contribution rates	7.000%	8.250%
Required employer contribution rates	9.950%	9.950%
Final Annual Compensation	1 year	3 year

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans (Continued)

B. City Miscellaneous Plans (Continued)

Contributions

Section 20814(c) of the California Public Employees’ Retirement Law (“PERL”) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS’ annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2025, the plan’s contributions made for the Plan was as follows:

	Miscellaneous Plans
Contributions - employer	\$ 7,821,305

Net Pension Liability

The City’s net pension liability is measured as the total pension liability, less the pension plan’s fiduciary net position. The net pension liability of the Plan is measured as of June 30, 2024, using an annual actuarial valuation as of June 30, 2023 rolled forward to June 30, 2024 using standard update procedures. A summary of principal assumptions and methods used to determine the net pension liability is shown below.

Actuarial Assumptions

The total pension liabilities in the June 30, 2023 actuarial valuations were determined using the following actuarial assumptions:

Actuarial Cost Method	Entry Age Normal in accordance with the requirement of GASB Statement No. 68
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Tables ⁽¹⁾	Derived using CalPERS’ Membership Data for all Funds
Post Retirement Benefit Increase	The lesser of contract COLA or 2.30% until Purchasing Power Protection Allowance floor on purchasing power applies, 2.30% thereafter

⁽¹⁾ The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. Mortality rates incorporate full generational mortality improvement using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the 2021 experience study report from November 2021 that can be found on the CalPERS website.

Discount Rate

In determining the long-term expected rate of return, CalPERS took into account, both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds’ asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans (Continued)

B. City Miscellaneous Plans (Continued)

Discount Rate (Continued)

Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These geometric rates of return are net of administrative expenses.

Asset Class ¹	Assumed Asset Allocation	Real Return Years 1-10 ²
Global Equity - Cap-weighted	30.00%	4.45%
Global Equity - Non-Cap-weighted	12.00%	3.84%
Private Equity	13.00%	7.28%
Treasury	5.00%	0.27%
Mortgage-backed Securities	5.00%	0.50%
Investment Grade Corporates	10.00%	1.56%
High Yield	5.00%	2.27%
Emerging Market Debt	5.00%	2.48%
Private Debt	5.00%	3.57%
Real Assets	15.00%	3.21%
Leverage	-5.00%	-0.59%

¹An expected inflation of 2.30% used for this period.

²Figures are based on the 2021 Asset Liability Management study.

The discount rate used to measure the total pension liability was 6.90% for the plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 6.90% discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 6.90% is applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report called “GASB Crossover Testing Report” that can be obtained from the CalPERS website under the GASB 68 Section.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the City’s net pension liability, calculated using the discount rate, as well as what the City’s net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

Plan's Aggregate Net Pension Liability/(Asset)		
Discount Rate - 1% (5.90%)	Current Discount Rate (6.90%)	Discount Rate + 1% (7.90%)
\$ 78,295,590	\$ 51,169,421	\$ 28,791,925

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans (Continued)

B. City Miscellaneous Plans (Continued)

Changes in the Net Pension Liability

The following table shows the changes in net pension liability recognized over the measurement period:

	Miscellaneous Plans		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability
Balance at June 30, 2023 (Valuation Date)	\$ 203,519,621	\$ 148,457,542	\$ 55,062,079
Changes in the year:			
Service cost	4,349,924	-	4,349,924
Interest on the total pension liabilities	13,866,080	-	13,866,080
Differences between expected and actual experience	1,135,936	-	1,135,936
Changes of benefit terms	-	-	-
Benefit payments, including refunds of members contributions	(11,745,669)	(11,745,669)	-
Contributions - employer	-	6,961,999	(6,961,999)
Contributions - employee	-	2,205,700	(2,205,700)
Net investment income	-	14,197,699	(14,197,699)
Administrative expenses	-	(120,800)	120,800
Net changes	7,606,271	11,498,929	(3,892,658)
Balance at June 30, 2024 (Measurement Date)	<u>\$ 211,125,892</u>	<u>\$ 159,956,471</u>	<u>\$ 51,169,421</u>

Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

For the year ended June 30, 2025, the City recognized pension expense in the amount of \$8,433,019 for the miscellaneous plans.

The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized over 5-years straight line. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive and retired) as of the beginning of the measurement period.

The Expected Average Remaining Service Lifetime (“EARSL”) is calculated by dividing the total future service years by the total number of plan participants (active, inactive, and retired) in the risk pool. The EARSL for the Miscellaneous Plan for the 2023-24 measurement period is 3.2 years, which was obtained by dividing the total service years of 4,439 (the sum of remaining service lifetimes of the active employees) by 1,374 (the total number of participants: active, inactive, and retired).

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans (Continued)

B. City Miscellaneous Plans (Continued)

Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

At June 30, 2025 the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Miscellaneous Plans	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions made subsequent to measurement date	\$ 7,821,305	\$ -
Difference between projected and actual earning on pension plan investments	2,301,509	-
Differences between expected and actual experience	1,125,414	-
Total	\$ 11,248,228	\$ -

For the City Miscellaneous Plan, \$7,821,305 was reported as deferred outflows of resources related to pensions resulting from City’s contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the year ended June 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended June 30,	Deferred Outflows/(Inflows) of Resources
2025	\$ 529,622
2026	4,267,158
2027	(558,388)
2028	(811,469)
2029	-
Thereafter	-
	\$ 3,426,923

Pension Plan Fiduciary Net Position

Detailed information about the plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

Payable to the Pension Plan

At June 30, 2025, the City reported a payable of \$0 for the outstanding amount of contributions to the pension plan required for the year ended June 30, 2025.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans (Continued)

C. City Safety Plans

Plan Description

Substantially all City Safety employees working the equivalent of 1,000 hours per fiscal year are eligible to participate in the Safety Plan Cost-sharing multiple-employer defined benefit plan administered by California Public Employees Retirement System (CalPERS), which acts as a common investment and administrative agent for its participating member employers. Benefit Provisions under the Plans are established by State statutes within the Public Employee’s Retirement Law. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website. Copies of the CalPERS annual financial report may be obtained from the CalPERS Executive Office – 400 P Street, Sacramento, CA 95814.

Employees Covered

At June 30, 2024, the measurement date, the following employees were covered by the benefit terms the Plan:

	Safety Plans
Active employees	140
Transferred and terminated employees	56
Retired employees and beneficiaries	261
Total	457

Benefits Provided

CalPERS provide retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Classic and PEPRA Safety CalPERS member becomes eligible for service retirement upon attainment of age 55 with at least 5 years of credited service. PEPRA miscellaneous members become eligible for service retirement upon attainment of age 62 with at least 5 years of service. The service retirement benefit is a monthly allowance equal to the product of the benefit factor, years of service, and final compensation. The final compensation is the monthly average of the member's highest 36 full-time equivalent monthly pay.

Following are the benefit provisions for each plan:

	Safety Cost-Sharing Plans			
	Classic Fire	PEPRA Fire	Classic Police	PEPRA Police
Hire Date				
Benefit formula	3% @ 50	2.7% @ 57	3% @ 50	2.7% @ 57
Benefit vesting schedule	5 years service	5 years service	5 years service	5 years service
Benefit payments	Monthly for life	Monthly for life	Monthly for life	Monthly for life
Retirement age	50	50 - 57	50	50 - 57
Monthly benefits, as a % of eligible compensation	3.000%	2.000% to 2.700%	3.000%	2.000% to 2.700%
Required employee contribution rates	9.00%	14.500%	9.00%	14.500%
Required employer contribution rates	29.300%	14.720%	29.300%	14.720%
Final Annual Compensation	1 year	3 year	1 year	3 year

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans (Continued)

C. City Safety Plans (Continued)

Contributions

Section 20814(c) of the California Public Employees’ Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through the CalPERS’ annual actuarial valuation process. For public agency cost-sharing plans covered by the Safety risk pools, the Plan’s actuarially determined rate is based on the estimated amount necessary to pay the Plan’s allocated share of the risk pool’s costs of benefits earned by employees during the year, and any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2025, employer contributions made for the Safety Cost-sharing Plan was as follows:

	Safety Plans
Contributions - employer	\$ 13,195,999

Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

The City’s net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plans is measured as of June 30, 2024, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2023 rolled forward to June 30, 2024 using standard update procedures. The City’s proportion of the net pension liability was based on a projection of the City’s long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

As of June 30, 2025, the City reported net pension liability for its proportionate shares of the net pension liability of the Safety Plan as follows:

	Plan Total Pension Liability	Increase (Decrease) Plan Fiduciary Net Position	Plan Net Pension Liability/(Asset)
Balance at: 6/30/23 (Valuation date)	\$ 339,316,329	\$ 230,662,382	\$ 108,653,947
Balance at: 6/30/24 (Measurement date)	349,728,704	242,343,956	107,384,748
Net Changes during 2023-2024	10,412,375	11,681,574	(1,269,199)

The following is the approach established by the plan actuary to allocate the net pension liability and pension expense to the individual employers within the risk pool.

- (1) In determining a cost-sharing plan’s proportionate share, total amounts of liabilities and assets are first calculated for the risk pool as a whole on the valuation date (June 30, 2023). The risk pool’s fiduciary net position (“FNP”) subtracted from its total pension liability (“TPL”) determines the net pension liability (“NPL”) at the valuation date.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans (Continued)

C. City Safety Plans (Continued)

Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

(2) Using standard actuarial roll forward methods, the risk pool TPL is then computed at the measurement date (June 30, 2024). Risk pool FNP at the measurement date is then subtracted from this number to compute the NPL for the risk pool at the measurement date. For purposes of FNP in this step and any later reference thereto, the risk pool’s FNP at the measurement date denotes the aggregate risk pool’s FNP at June 30, 2023 less the sum of all additional side fund (or unfunded liability) contributions made by all employers during the measurement period (2023-23).

(3) The individual plan’s TPL, FNP and NPL are also calculated at the valuation date.

(4) Two ratios are created by dividing the plan’s individual TPL and FNP as of the valuation date from (3) by the amounts in step (1), the risk pool’s total TPL and FNP, respectively.

(5) The plan’s TPL as of the Measurement Date is equal to the risk pool TPL generated in (2) multiplied by the TPL ratio generated in (4). The plan’s FNP as of the Measurement Date is equal to the FNP generated in (2) multiplied by the FNP ratio generated in (4) plus any additional side fund (or unfunded liability) contributions made by the employer on behalf of the plan during the measurement period.

(6) The plan’s NPL at the Measurement Date is the difference between the TPL and FNP calculated in (5).

The City’s proportionate share of the net pension liability for the Safety Plan as of June 30, 2024 and 2023 was as follows:

Proportion June 30, 2023	1.45358%
Proportion June 30, 2024	1.47287%
Change - Increase (Decrease)	0.01930%

For the year ended June 30, 2025, the City recognized pension expense in the amount of \$21,153,457 for the Safety Plan.

The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized over 5-years straight line. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive and retired) as of the beginning of the measurement period.

The EARSL for PERF C for the measurement date ending June 30, 2024 is 3.8 years, which was obtained by dividing the total service years of 630,177 (the sum of remaining service lifetimes of the active employees) by 166,163 (the total number of participants: active, inactive, and retired) in PERF C. Inactive employees and retirees have remaining service lifetimes equal to 0. Total future service is based on the members’ probability of decrementing due to an event other than receiving a cash refund.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans (Continued)

C. City Safety Plans (Continued)

Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

At June 30, 2025, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Safety Plans	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions made subsequent to measurement date	\$ 13,195,999	\$ -
Difference between projected and actual earning on pension plan investments	5,190,489	-
Adjustment due to differences in proportions	-	(593,834)
Changes in assumptions	2,645,739	-
Difference between actual and expected experience	8,478,609	-
Difference between employer's actual contributions and proportionate share of contributions	2,092,175	-
Total	\$ 31,603,011	\$ (593,834)

For the City Safety Plan, \$13,195,999 was reported as deferred outflows of resources related to pensions resulting from City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended June 30,	Deferred Outflows/ (Inflows) of Resources
2025	\$ 6,796,044
2026	12,603,877
2027	189,209
2028	(1,775,952)
2029	-
Thereafter	-
	\$ 17,813,178

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans (Continued)

C. City Safety Plans (Continued)

Actuarial Methods and Assumptions Used to Determine Total Pension Liability

For the measurement period ended June 30, 2024 (the measurement date), the total pension liability was determined by rolling forward the June 30, 2023 total pension liability. Both the June 30, 2024 and the June 30, 2023 total pension liabilities were based on the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal in accordance with the requirement of GASB Statement No. 68
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Payroll Growth	2.75%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Tables ⁽¹⁾	Derived using CalPERS' Membership Data for all Funds
Post Retirement Benefit Increase	The lesser of contract COLA or 2.30% until Purchasing Power Protection Allowance floor on purchasing power applies, 2.30% thereafter

⁽¹⁾ The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. Mortality rates incorporate full generational mortality improvement using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the 2021 experience study report from November 2021 that can be found on the CalPERS website.

Discount Rate

The discount rate used to measure the total pension liability was 6.90%. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 6.90% discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 6.90% is applied to all plans in the Public Employees Retirement Fund. The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at CalPERS' website under the GASB 68 section.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. In determining the long-term expected rate of return, staff took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent. The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These geometric rates of return are net of administrative expenses.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 11 – Pension Plans (Continued)

C. City Safety Plans (Continued)

Discount Rate (Continued)

<u>Asset Class¹</u>	<u>Assumed Asset Allocation</u>	<u>Real Return Years 1-10²</u>
Global Equity - Cap-weighted	30.00%	4.45%
Global Equity - Non-Cap-weighted	12.00%	3.84%
Private Equity	13.00%	7.28%
Treasury	5.00%	0.27%
Mortgage-backed Securities	5.00%	0.50%
Investment Grade Corporates	10.00%	1.56%
High Yield	5.00%	2.27%
Emerging Market Debt	5.00%	2.48%
Private Debt	5.00%	3.57%
Real Assets	15.00%	3.21%
Leverage	-5.00%	-0.59%

¹An expected inflation of 2.30% used for this period.

²Figures are based on the 2021 Asset Liability Management study.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the City’s proportionate share of the net pension liability for the City Safety Plan, calculated using the discount rate for the City Safety Plan, as well as what the City’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

<u>Plan's Aggregate Net Pension Liability/(Asset)</u>		
<u>Discount Rate - 1%</u> <u>(5.90%)</u>	<u>Current Discount</u> <u>Rate (6.90%)</u>	<u>Discount Rate + 1%</u> <u>(7.90%)</u>
\$ 155,157,353	\$ 107,384,748	\$ 68,313,473

Pension Plan Fiduciary Net Position

Detailed information about each pension plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

Payable to the Pension Plan

At June 30, 2025, the City reported a payable of \$0 for the outstanding amount of contributions to the pension plan required for the year ended June 30, 2025.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 12 – Other Postemployment Benefits

A. Summary

	Governmental Activities	Business-Type Activities	Total
Deferred Outflows of Resources:			
Employer contributions made			
subsequent to the measurement date	\$ 4,731,598	\$ 1,577,545	\$ 6,309,143
Difference between expected and actual experience	6,730,755	2,244,077	8,974,832
Changes in assumptions	20,620,257	6,874,929	27,495,186
Total deferred outflows of resources	\$ 32,082,610	\$ 10,696,551	\$ 42,779,161
Total OPEB liability:			
Total OPEB liability	\$ 98,257,355	\$ 42,703,270	\$ 140,960,625
Total OPEB liability	\$ 98,257,355	\$ 42,703,270	\$ 140,960,625
Deferred Inflows of Resources:			
Difference between expected and actual experience	\$ 22,016,093	\$ 6,083,185	\$ 28,099,278
Changes in assumptions	28,116,957	7,768,891	35,885,848
Total deferred inflows of resources	\$ 50,133,050	\$ 13,852,076	\$ 63,985,126
OPEB Expense	\$ 6,138,262	\$ 2,272,372	\$ 8,410,634

B. General Information about OPEB

Plan Description

The City’s administers a defined benefit OPEB plan (Plan), which provides medical insurance benefits to eligible retirees and their spouses in accordance with applicable Memoranda of Understanding and the California Government Code to all employees who retire from the City. The Plan is an agent single-employer defined benefit OPEB plan administered by the City and is governed by the City Council. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

City’s Funding Policy

The contribution requirements of plan members and the City are established, and may be amended, by City Council. The contribution required to be made under City Council and labor agreement requirements is based on a pay-as-you go basis (i.e., as medical insurance premiums become due). The City allows retirees to participate in the same medical plan as active employees at the same premium rates. Because the rate is a “blended rate”, payments for the active employees include an implied subsidy of what would normally be a higher rate for retirees if the retirees were in a stand-alone health plan.

GASB Statement No. 75, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*, requires governments to account for other post-employment benefits (OPEB) on an accrual basis, rather than a pay-as-you-go basis. The effect is the recognition of an actuarially determined expense when a future retiree earns their post-employment benefits, rather than when they use their post-employment benefits.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 12 – Other Postemployment Benefits (Continued)

B. General Information about OPEB (Continued)

Benefits Provided

After age 65, the City contributes a flat monthly rate of \$397 for those employees who retire under the PERS retirement system, subscribe to the PERS Health Insurance System, and have at least five years of CalPERS service, in accordance with Government Code. This is a perpetual benefit which is available to all PERS retirees including eligible dependents of deceased retirees. Annual increases in the monthly rate are limited to \$20 and based upon the annual increase in PERS family premiums. In addition, the City also contributes the entire monthly premium for health insurance for all employees who retire with the City and have a minimum of 15 or 20 years of cumulative service with the City, depending on the particular bargaining units. A summary of benefits provided is shown below:

Employee Group Service	Medical	Dental	Vision
Police (RPOA Members)			
Employees hired on or after November 4, 2014 with at least 5 years of CalPERS service	\$397 per month maximum	None	None
Employees hired on or after November 4, 2014 with at least 15 years of CalPERS service	100% of Least Expensive Retiree-only Premium until age 65 and \$397 after	100% of Premium until age 65 for retiree only	100% of Premium until age 65 for retiree only
Employees hired prior to November 4, 2014 with at least 15 years of City service	100% of Premium & Medicare Part B for Lifetime of Retiree and Spouse and eligible dependents	100% of Premium of Retiree and Spouse and eligible dependents	100% of Premium of Retiree and Spouse and eligible dependents
Firefighters (RPFA and RAFME Members)			
Employees hired on or after October 16, 2012 with at least 5 years of CalPERS Service	\$397 per month maximum	None	None
Employees hired on or after October 16, 2012 with at least 15 years of CalPERS Service	100% of Least Expensive Retiree-only Premium until age 65 and PEMHCA MRC after \$397	100% of Premium until age 65 for retiree only	100% of Premium until age 65 for retiree only
Employees hired prior to March 11, 2010 with at least 20 years (15 Years for RAME Members) of City Service	100% of Premium & Medicare Part B for Lifetime of Retiree and Spouse and eligible dependents	100% of Premium for Lifetime of Retiree and Spouse and eligible dependents	\$225 Maximum Reimbursement Per Year for Lifetime of Retiree and Spouse and eligible dependents
Miscellaneous (Teamsters, RCSEA, RAMME and RAME* Members)			
Employees hired on or after March 11, 2010 with at least 5 years of CalPERS Service	\$397 per month maximum	None	None
Employees hired on or after March 11, 2010 with at least 10 years of CalPERS Service	100% of Least Expensive Retiree-only Premium until age 65 and PEMHCA MRC after \$397	100% of Premium until age 65 for retiree only	None
Employees hired prior to March 11, 2010 with at least 20 years (15 Years for RAME Members) of City Service	100% of Premium & Medicare Part B for Lifetime of Retiree and Spouse and eligible dependents	100% of Premium for Lifetime of Retiree and Spouse and eligible dependents	None

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 12 – Other Postemployment Benefits (Continued)

B. General Information about OPEB (Continued)

Benefits Provided (Continued)

Miscellaneous (RASME Members)

Employees hired on or after June 2, 2015 with at least 5 years of CalPERS Service	\$397 per month maximum	None	None
Employees hired on or after June 2, 2015 with at least 15 years of CalPERS Service	100% of Least Expensive Retiree-only Premium until age 65 and PEMHCA MRC after \$397	100% of Premium until age 65 for retiree only	None
Employees hired prior to June 2, 2015 with at least 15 years of City Service	100% of Premium & Medicare Part B for Lifetime of Retiree and Spouse and eligible dependents	100% of Premium & Medicare for Lifetime of Retiree and Spouse and eligible dependents	100% of Premium for Lifetime of Retiree and Spouse and eligible dependents

Miscellaneous (RADD Members)

Employees hired on or after January 1, 2009 with at least 5 years of CalPERS Service*	\$397 per month maximum	None	None
Employees hired on or after January 1, 2009 with at least 10 years of CalPERS service	100% of Least Expensive Retiree-only Premium until age 65 and PEMHCA MRC after \$397	100% of Premium until age 65 for retiree only	None
Employees hired prior to January 1, 2009 with at least 15 years of City Service **	100% of Premium & Medicare Part B for Lifetime of Retiree and Spouse and eligible dependents	100% of Premium & Medicare for Lifetime of Retiree and Spouse and eligible dependents	100% of Premium for Lifetime of Retiree and Spouse and eligible dependents

Some retirees are eligible for a medical bridge program, in which the City contributes the amount of the maximum of lowest cost single premium rate \$397. Eligibility for the medical bridge program is as follows:

RADD	3 years of service
RAME	10 years of service
RPOA, RAFME, RASME	15 years of service
RAMME, RCSEA, Teamsters	20 years of service

Employees Covered

At June 30, 2024, the most recent valuation date, the following current and former employees were covered by the benefit terms under the Plan:

Active employees	533
Retired employees and beneficiaries	373
Total	906

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 12 – Other Postemployment Benefits (Continued)

C. Total OPEB Liability, OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

Total OPEB Liability

The City’s total OPEB liability was measured as of June 30, 2024. The total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2024. The total OPEB liability at June 30, 2025 was \$140,960,625.

Actuarial Assumptions

The total OPEB liability in the June 30, 2024 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Actuarial Assumptions:	
Discount Rate	4.21%
Inflation	2.80%
Aggregate payroll increases	2.80% plus merit increases for Miscellaneous employees based on the 2021 CalPERS Experience Study
Expected long-term investment rate of return	n/a
Mortality, Termination, and Disability	CalPERS 2021 Experience Study
Mortality Improvement Scale	Modified projected fully generational with Scale MP-2021
Healthcare Trend Rate	Pre-Medicare ages: 8.00 percent for 2024/25 to 4.50 percent for 2038/39; Medicare ages: 6.50 percent for 2024/25 to 4.50 percent for 2038/39.

The actuarial assumptions used in the June 30, 2024 valuation were based on the results of an actuarial experience study for the period July 1, 2023 through June 30, 2024.

Discount Rate

The discount rate used to measure the total OPEB liability 4.21%. The City’s funding policy affects the calculation of liabilities by impacting the discount rate that is used to develop the plan liability and expense. The City is currently financing its OPEB liability on a pay-as-you-go basis, the discount rate used is based on the S&P Municipal Bond 20 Year High Grade Index.

Change of Assumption

The discount rate was changed from 4.13% to 4.21% based on updated 20-year municipal bond rates.

Change in the Total OPEB Liability

	Total OPEB Liability
Balance at June 30, 2023 (Measurement Date)	\$ 129,893,381
Changes Recognized for the Measurement Period:	
Service Cost	3,653,758
Interest on the total OPEB liability	5,399,024
Changes of benefit terms	-
Difference between expected and actual experience	7,355,613
Changes of assumptions	356,830
Benefit payments	(5,697,981)
Net Changes during July 1, 2023 to June 30, 2024	11,067,244
Balance at June 30, 2024 (Measurement Date)	\$ 140,960,625

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 12 – Other Postemployment Benefits (Continued)

C. Total OPEB Liability, OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB (Continued)

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the City, as well as what the City’s total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.21 percent) or 1-percentage-point higher (5.21 percent) than the current discount rate:

Plan's Total OPEB Liability		
Discount Rate - 1% (3.21%)	Current Discount Rate (4.21%)	Discount Rate + 1% (5.21%)
\$ 162,340,325	\$ 140,960,625	\$ 123,662,322

Sensitivity of the Total OPEB Liability to Changes in the Health Care Cost Trend Rates

The following presents the total OPEB liability of the City, as well as what the City’s total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

Plan's Total OPEB Liability		
Healthcare Cost		
-1%	Trend Rates	+1%
\$ 121,806,850	\$ 140,960,625	\$ 165,092,587

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the fiscal year ended June 30, 2025, the City recognized OPEB expense of \$ \$8,410,634. At June 30, 2025, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Employer contributions made subsequent to the measurement date	\$ 6,309,143	\$ -
Difference between expected and actual experience	8,974,832	(28,099,278)
Changes of assumptions	27,495,186	(35,885,848)
Total	\$ 42,779,161	\$ (63,985,126)

The difference between projected OPEB plan investment earnings and actual earnings is amortized over a five-year period. The remaining gains and losses are amortized over the expected average remaining service life. The expected average remaining service life is 10 years, which was determined as of June 30, 2023, the beginning of the measurement period, for employees covered by the OPEB plan benefit terms as of the valuation date.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 12 – Other Postemployment Benefits (Continued)

C. Total OPEB Liability, OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB (Continued)

For the OPEB Plan, \$6,309,143 was reported as deferred outflows of resources related to OPEB resulting from City’s contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ended June 30, 2026. Other amounts reported as deferred outflows of resources related to OPEB will be recognized as future OPEB expense as follows:

<u>Year Ended June 30</u>	<u>Deferred Outflows/ (Inflows) of Resources</u>
2026	\$ (520,222)
2027	(1,665,429)
2028	(2,777,221)
2029	(2,777,221)
2030	(2,777,228)
Thereafter	(16,997,787)
	<u>\$ (27,515,108)</u>

Note 13 – Risk Management

A. Coverage

During the year ended June 30, 2025, the City was self-insured for the first \$500,000 per occurrence for general liability. The City purchased excess liability insurance to provide additional coverage of \$25,000,000 aggregate. The City also purchased airport liability and aircraft liability insurance with a liability amount of \$25,000,000 aggregate with a \$0 deductible. For workers’ compensation and employer's liability, the City was self-insured for \$1,000,000 per occurrence with excess coverage of \$25,000,000 for worker's compensation per occurrence with a \$25,000,000 aggregate, and \$1,000,000 for employer's liability per occurrence.

For property insurance, the City was self-insured for the amount of \$75,000 per occurrence. The City purchased excess property insurance for \$350,000,000 aggregate. This includes boiler and machinery, flood, earthquake, cyber, and pollution coverage.

For storage pollution liability, the City is insured for \$2,000,000 with a \$10,000 deductible.

For crime insurance, the City is insured for \$1,000,000 with a \$2,500 deductible.

B. Claims Activity

At June 30, 2025, \$6,401,341 and \$13,451,438 have been accrued for general liability and workers’ compensation claims, respectively. All funds of the City participate in the worker's compensation program and make payments to the Workers’ Compensation Internal Service Fund based on estimates of the amounts needed to pay prior and current year claims. The Liability Insurance Internal Service Fund receives an annual operating transfer from the General Fund to cover operating costs including payment of claims. The liability for unpaid claims for general liability and workers’ compensation is discounted to reflect anticipated future investment earnings, assuming a five percent interest rate. Settled claims have not exceeded the commercial coverage in the past three years.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 13 – Risk Management (Continued)

B. Claims Activity (Continued)

The accruals indicated above represent estimates of amounts to be paid for reported claims and incurred but not reported claims based upon past experience, modified for current trends and information. While the ultimate amounts of losses incurred through June 30, 2025, are dependent on future developments, based upon information provided from the City Attorney, outside counsel and others involved with the administration of the programs, the City's management believes that the aggregate accrual is adequate to cover such losses.

A summary of the changes in claims liabilities for the past three fiscal years follows:

	Beginning of Fiscal Year Liability	Current Year Claims and Changes in Estimates	Claim Payments	Balance at Fiscal Year End	Due Within One Year	Due in More than One Year
<u>General Liability</u>						
2025	\$ 4,400,552	\$ 3,460,965	\$ (1,460,176)	\$ 6,401,341	\$ 3,200,671	\$ 3,200,670
2024	4,306,893	459,803	(366,144)	4,400,552	2,200,276	2,200,276
2023	2,595,507	2,374,997	(663,611)	4,306,893	2,153,447	2,153,446
<u>Workers' Compensation</u>						
2025	\$ 11,032,921	\$ 3,410,740	\$ (992,223)	\$ 13,451,438	\$ 6,725,719	\$ 6,725,719
2024	11,219,000	707,740	(893,819)	11,032,921	5,516,461	5,516,460
2023	12,171,624	185,188	(1,137,812)	11,219,000	5,609,500	5,609,500

Note 14 – Fund Balance and Net Position

A. Fund Balance/Net Position Deficits

At June 30, 2025 the Governmental Activities Statement of Net Position had an unrestricted net position deficit of \$(113,289,589). This deficit is primarily attributable to the long-term pension and OPEB obligations reported under GASB Statements 68 and 75, including a net pension liability of approximately \$137.5 million and a total OPEB liability of approximately \$98.3 million.

At June 30, 2025, the following funds had a fund balance (deficit) or unrestricted net position (deficit):

Fund	Fund Type	Deficit
Governmental Grants Special Revenue Fund	Special Revenue Fund	\$ (872,266)
Transportation Development Act Fund	Special Revenue Fund	(2,883)
Disposal Fund	Enterprise Fund	(711,952)
General Liability Self-Insurance Fund	Internal Service Fund	(5,552,615)
Workers' Compensation Self-Insurance Fund	Internal Service Fund	(8,721,096)
Utility Billing Fund	Internal Service Fund	(3,203,479)

Special Revenue Funds

A net deficit of \$872,266 exists in the Governmental Grants Special Revenue Fund. This fund deficit is a result of expenditures that have not been submitted for grant reimbursement and reimbursements that have not been received. This net deficit will be eliminated when the grant funds are received in future years.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 14 – Fund Balance and Net Position (Continued)

A. Fund Balance/Net Position Deficits (Continued)

Special Revenue Funds (Continued)

A net deficit of \$2,883 exists in the Transportation Development Act Fund. This fund deficit is a result of the timing of grant reimbursements. This net deficit will be eliminated during the upcoming fiscal year.

Enterprise Funds

A net deficit of \$711,952 exists in the Disposal Fund as a result of the City’s implementation of GASB Statements No. 68 and 75, which required the reporting of the fund’s proportionate share of the City’s net pension liability and other post-employment benefits liability, respectively. Management expects to continue to carefully monitor this fund and intends to alleviate this net deficit through cost containment measures and continued pension contributions towards its unfunded liability.

Internal Service Funds

A net deficit of \$5,552,615 exists in the General Liability Self-Insurance Fund due to new and existing claims. Management expects to continue to carefully monitor this fund and intends to alleviate this net deficit through increased charges to other funds for cost recovery and instituting cost containment measures.

A net deficit of \$8,721,096 exists in the Workers’ Compensation Self-Insurance Fund due to new and existing claims. Management expects to continue to carefully monitor this fund and intends to alleviate this net deficit through increased cost recovery charges, instituting cost containment measures.

A net deficit of \$3,203,479 exists in the Utility Billing Fund. This fund deficit is a result of the City’s implementation of GASB Statement No. 68 and 75 which required reporting of the fund’s proportionate share of the City’s net pension liability and other post-employment benefits, respectively. This net pension liability and other post-employment benefits created the corresponding net deficit, these will be reduced by continued pension contributions in future years.

B. Expenditures Exceeding Appropriations

For the year ended June 30, 2025, expenditures exceeded appropriations in the following funds by function/department:

Fund	Function	Excess Expenditures over Appropriations
General Fund	General government:	
	City attorney	\$ 139,546
	Debt service:	
	Principal	1,041,301
Governmental Grants Special Revenue Fund	Library	2,182,592
Open Space Special Revenue Fund	Culture and recreation	1,316
Parking Authority Special Revenue Fund	General government	290
Asset Forfeiture Special Revenue Fund	Capital outlay	58,124
PARIS Special Revenue Fund	Highway and streets	72,917
Public Facilities Development Special Revenue Fund	General government	1,607
General Debt Service Fund	General government	22

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 15 – Fund Balance Classification

At June 30, 2025, the City reports the following fund balance classifications:

	General Fund	Governmental Grants Special Revenue Fund	Non-major Governmental Funds	Total
Nonspendable				
Prepaid items	\$ 430,838	\$ 157,372	\$ 65,997	\$ 654,207
Notes receivable	551,178	-	-	551,178
Endowment - non-expendable	-	-	30,200	30,200
Total nonspendable	982,016	157,372	96,197	1,235,585
Restricted				
Donations	1,067,304	-	-	1,067,304
PEG fees	724,992	-	-	724,992
Park and open space acquisition/improvement	-	-	5,945,504	5,945,504
Public facilities	-	-	2,545,043	2,545,043
Public safety	-	-	398,763	398,763
Police programs and equipment	-	-	1,964,140	1,964,140
Public art	-	-	10,335	10,335
Street reconstruction/improvement projects	-	-	13,579,675	13,579,675
Debt service	-	-	637,959	637,959
Storm drain improvements	-	-	3,063,594	3,063,594
Endowment - expendable	-	-	35,245	35,245
CFD assessment	-	-	201,474	201,474
Total restricted	1,792,296	-	28,381,732	30,174,028
Committed				
Stabilization agreement	11,069,310	-	-	11,069,310
Public benefit: parks, recreation, trails, open space, and improvements	2,410,336	-	-	2,410,336
Total committed	13,479,646	-	-	13,479,646
Assigned				
Public works	1,853,968	-	-	1,853,968
Capital projects	32,851,145	-	2,257,421	35,108,566
Total assigned	34,705,113	-	2,257,421	36,962,534
Unassigned (deficit)	63,374,540	(1,029,638)	(2,883)	62,342,019
Total fund balances	\$ 114,333,611	\$ (872,266)	\$ 30,732,467	\$ 144,193,812

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 16 – Net Investment in Capital Assets

Net Investment in Capital Assets at June 30, 2025 consisted of the following:

	Governmental Activities	Business-Type Activities
	<u> </u>	<u> </u>
Net investment in capital assets:		
Capital assets, nondepreciable	\$ 433,739,426	\$ 55,630,551
Capital assets, depreciable/amortizable, net	223,201,712	167,491,347
Long-term debt:		
I-Bank Sports Park	(1,018,576)	-
Finance purchase agreement	(3,547,198)	(1,042,442)
Lease liability	(3,984,583)	(2,514,839)
Subscription liability	(97,108)	-
California Recycled Water Project	-	-
Safe Drinking Water Project	-	(562,367)
Hinckley Water Treatment Plant Upgrade	-	(5,234,176)
I-Bank Solid Waste	-	(1,749,483)
I-Bank City Streets	-	(1,972,964)
Total net investment in capital assets	<u>\$ 648,293,673</u>	<u>\$ 210,045,627</u>

Note 17 – Tax Abatements – Economic Development Incentives

GASB Statement No. 77, *Tax Abatement Disclosures*, defines tax abatements as resulting from an agreement between a government and an individual or entity in which the government promises to forgo tax revenues and the individual or entity promises to subsequently take a specific action that contributes to the economic development or otherwise benefits the government or its citizens. According to GASB No. 77, the substance of these agreements meet the definition of “tax abatements” as the revenues received were not available for general municipal services purposes, but rather used to effectively reduce the net tax liability of certain taxpayers per the conditions of an agreement.

The City offers an economic development incentive program to the entities that propose to locate or expand already established businesses within the City. This incentive program is expected to provide a stimulus to the City’s economy, increase the tax base and create jobs. Each of the agreements entered into by the City, provides for a rebate of taxes paid to the City according to formulas contained in the agreements. These limited term agreements provide for a sharing of the taxes (percentage rebates) above certain amounts with a maximum rebate not to exceed the cost of a business’ improvements and/or development impact fees. The City generally expects to receive increased revenue as a result of these agreements. These incentive agreements require approval by the City Council.

The City currently has two of these agreements in effect. For the fiscal year ended June 30, 2025, under this program the City had abatements of sales tax totaling \$94,957. Pursuant to the Sales and Use Tax law (chapter 8 – Article 1 – section 7056), in order to protect the confidential information of sales taxes collected and abatements provided to each of the specific agencies, the City has presented the aggregate amount abated during the current fiscal year.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 18 – Endowments

Simonds Endowment

The amount of net appreciation available for expenditure in the Simonds Endowment Fund is \$31,133. This available amount is reflected as fund balance. The endowment corpus is \$10,000 and is reflected as nonspendable fund balance. In California, Endowments are subject to the requirements of the Uniform Prudent Management of Institutional Funds Act (UPMIFA), specifically Cal. Probate Code §18504. State law governing the City's ability to spend the net appreciation provides that the City may appropriate "so much of an endowment fund as the institution determines is prudent for the uses, benefits, purposes, and duration for which the endowment fund is established". The City's policy for authorizing and spending the investment income is governed by City Council authorization and appropriation authority, as well as the agreement of Endowment of the Simonds Parkway, dated December 14, 1985. Provisions of that agreement include, among other things, that interest generated on a per annum basis may be expended for providing maintenance, materials, and equipment solely at the Simonds Parkway.

Pauline Stancliff Memorial Trust

The amount of net appreciation available for expenditure in the Pauline Stancliff Memorial Trust Fund is \$4,112. This available amount is reflected as fund balance. The endowment corpus is \$20,200 and is reflected as nonspendable fund balance. In California, Endowments are subject to the requirements of the Uniform Prudent Management of Institutional Funds Act (UPMIFA), specifically Cal. Probate Code §18504. State law governing the City's ability to spend the net appreciation provides that the City may appropriate "so much of an endowment fund as the institution determines is prudent for the uses, benefits, purposes, and duration for which the endowment fund is established". The City's policy for authorizing and spending the investment income is governed by City Council authorization and appropriation authority, as well as a minute motion on July 26, 2012 establishing a memorial trust fund in the name of Pauline Stancliff to be used for creating programs which focus on the goal of improving the quality of life for seniors who attend the Joslyn Senior Center.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 19 – Restatements of Beginning Balances

During the current year, the City implemented GASB Statement No. 101, *Compensated Absences*. In addition to the value of unused vacation time owed to employees upon separation of employment, the City now recognizes an estimated amount of sick leave earned as of year-end that will be used by employees as time off in future years as part of the liability for compensated absences. The effects of the change in accounting principle are summarized below in the “Restatement - GASB 101 implementation” column in the table below.

	June 30, 2024, As Previously Reported	Restatement - GASB 101 implementation	June 30, 2024, As Restated
Government-wide			
Governmental activities	\$ 557,931,945	\$ (3,571,261)	\$ 554,360,684
Business-type activities	223,940,878	(997,230)	222,943,648
Total government-wide	<u>\$ 781,872,823</u>	<u>\$ (4,568,491)</u>	<u>\$ 777,304,332</u>
Proprietary funds			
Enterprise funds			
Major funds:			
Water Fund	\$ 151,159,960	\$ (371,145)	\$ 150,788,815
Disposal Fund	(4,346,879)	(304,967)	(4,651,846)
Wastewater Fund	55,865,212	(266,046)	55,599,166
Non-major funds:			
Groves Fund	13,946,889	(7,740)	13,939,149
Non-Potable Water Fund	3,881,728	(4,530)	3,877,198
Cemetery Fund	996,762	(33,149)	963,613
Aviation Fund	2,437,206	(9,653)	2,427,553
Total enterprise funds	<u>\$ 223,940,878</u>	<u>\$ (997,230)</u>	<u>\$ 222,943,648</u>
Internal service funds			
General Liability Self-Insurance Fund	\$ (3,713,921)	\$ (16,689)	\$ (3,730,610)
Workers' Compensation Self-Insurance Fund	(7,214,639)	(44,755)	(7,259,394)
Information Technology Fund	2,510,685	(100,085)	2,410,600
Equipment Maintenance Fund	2,689,369	(52,470)	2,636,899
Utility Billing Fund	(2,290,020)	(63,745)	(2,353,765)
Payroll Clearing Fund	72,901	-	72,901
Total internal service funds	<u>\$ (7,945,625)</u>	<u>\$ (277,744)</u>	<u>\$ (8,223,369)</u>

Note 20 – Commitments and Contingencies

A. Litigation

The City is currently a party to various claims and legal proceedings. Although the outcome of these lawsuits is not presently determinable, it is management’s opinion that the ultimate liabilities, if any, resulting from such claims and proceedings will not materially affect the financial position of the City.

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 20 – Commitments and Contingencies (Continued)

B. Sales Tax – Donut Hole

In 1998, the voters of California approved Proposition No. 11 which amended Article XIII, Section 29 of the California Constitution to allow cities and counties to enter into contracts to apportion sales and use tax revenue, by ordinance or resolution, and upon approval by a two-thirds vote of the legislative bodies of the parties to the contract. The City has provided in its contract with the County of San Bernardino that the benefit of receiving the sales and use tax revenue generated by businesses located in the unincorporated area of the Donut Hole, in exchange for the City's provision of municipal services, will terminate on December 31, 2003, unless an extension of the term of the contract beyond December 31, 2003, is consented to by a majority vote of the qualified voters of the City. The term has been extended beyond December 31, 2003, under the Ordinance No. 2550. The County of San Bernardino and the City apportion the sales and use tax revenue generated by businesses located in the Donut Hole generally on the basis of ninety percent (90 percent) of such sales and use tax revenue being provided to the City and ten percent (10 percent) of such sales and use tax revenue being provided to the County.

C. Federal and State Grants

The City participates in various federal grant programs, the principal of which are subject to program compliance audits pursuant to the Single Audit act as amended. Accordingly, the City's compliance with applicable grant requirements will be established at a future date. The amount of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the City anticipates such amounts, if any, will be immaterial.

D. Contractual Commitments

The City has capital contractual commitments for which funds have been encumbered as of June 30, 2025. Encumbrances related to capital projects are funded through the current year appropriated budget, which carries over to the following year.

The following contractual construction commitments existed at June 30, 2025:

Project Title	Commitment
General Fund	
Animal Services Dog Kennels	\$ 243,625
Asphalt Patch Truck	410,813
Bay Doors for Fire Stations 261, 262, & 263	490,205
New Generator for Fire Station 262	6,632
Texonia Park Renovation	44,850
Total for General Fund	1,196,125
Governmental Grants Special Revenue Fund	
HSIP Cycle 10 Enhanced Crosswalk Project	248,067
HSIP Cycle 11 Traffic Signal Head Improvements	20,759
HSIP Cycle 11 Traffic Signal Installation	108,484
Joslyn Senior Center Renovation	25,051
Library Lower Level Architecture Design	24,488
Wastewater Treatment Plant Primary Clarifier Upgrade	76,048
Total for Governmental Grants Special Revenue Fund	\$ 502,897

City of Redlands
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2025

Note 20 – Commitments and Contingencies (Continued)

D. Contractual Commitments (Continued)

Project Title	Commitment
Water Fund	
2023 CIP Water Pipeline & Highline Replacement	\$ 6,015,375
2025 Citywide Pavement Repair	340,473
Emergency Power Generators	907,479
Hinckley Sludge Press Project	735,481
Recycled Water California St. Orange Groves Project - Water Portion	412,306
Security Fencing Installation for Water Facilities	1,383,815
Sunset Reservoir Engineering Design Services	1,290,362
Tate Water Treatment Plant Influent Line Replacement	159,921
Water SCADA System Upgrade	2,569,793
Total for Water Fund	13,815,005
Solidwaste Fund	
Landfill Phase 5 Project	\$183,034
Solidwaste Vehicles	968,280
Total for Solidwaste Fund	1,151,314
Wastewater Fund	
Recycled Water California St. Orange Groves Project - Wastewater Portion	\$99,187
Wastewater Treatment Plant Rehabilitation - Phase 2	438,838
Total for Wastewater Fund	538,025
Non-Major Funds	
Cemetery Surveying & Map Update - Cemetery Fund	\$ 15,100
Design & Construction Mgmt of New City Hall - Safety/City Hall Replacement Fund	2,270,536
Design & Construction Mgmt of a Public Safety Facility - Safety/City Hall Replacement Fund	5,533,818
Orange Blossom Trail Phase 4 - Transportation Development Act Fund	960,145
Recycled Water Distribution System Expansion - Nonpotable Water Fund	278,447
Total for Non-Major Funds	9,058,046
Internal Service Funds	
Fleet Vehicle Exhaust System	\$ 46,845
Toyota Forklift 50-8FG4	75,865
Total for Non-Major Funds	122,710
Total for City	\$ 26,384,122

**REQUIRED SUPPLEMENTARY INFORMATION
(UNAUDITED)**

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City of Redlands
Required Supplementary Information (Unaudited)
Budgetary Information
For the Year Ended June 30, 2025

Budgetary Information

Budgets are legally adopted and formal budgetary integration is employed as a management control device during the year for all governmental fund types. The budget is prepared in accordance with accounting principles generally accepted in the United States of America. From the effective date of the budget, the amounts stated therein as proposed expenditures become appropriations to the various City departments.

The City Council may amend the budget only during a regular meeting, providing that sufficient monies are available and that expenditures of proceeds of taxes will not be increased beyond the constitutional appropriation limit as imposed by Article XIII B of the State Constitution.

The City's formal budgetary process begins at the operating program level. Departmental budgets are comprised of the various operating program budgets. Operating programs do not cross departmental lines. Individual fund budgets consist of the departmental budgets; departmental budgets may cross fund lines.

Individual fund budgets are, in all cases where appropriations are required, the same as the appropriation amounts. In the case of the Governmental Fund types, unexpended budgeted amounts, except for amounts relating to capital projects, lapse at the end of the budget year. Spending control (legal level) for most funds is established by the amount of expenditures budgeted at the departmental and function levels. Accordingly, the General Fund expenditures are displayed in the supplementary schedules at the department level and the Special Revenue, Debt Service, Capital Projects, and Permanent Funds expenditures are displayed at the function level. Management control is exercised at the line item level in each operating program. Management can transfer budgeted amounts within operating programs, departments or funds, provided that such transfers do not increase the overall budget. Appropriations that increase the budget require City Council approval.

City of Redlands
Required Supplementary Information (Unaudited) (Continued)
Budgetary Comparison Schedules – General Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Property taxes	\$ 42,184,339	\$ 43,252,000	\$ 44,844,805	\$ 1,592,805
Sales and use taxes	48,338,803	46,410,418	47,088,618	678,200
Other taxes	2,566,345	2,760,000	2,744,184	(15,816)
Franchise fees	3,276,284	2,870,439	2,685,573	(184,866)
Licenses and permits	8,293,681	8,593,681	9,780,390	1,186,709
Fines and forfeitures	85,100	85,100	71,312	(13,788)
Intergovernmental	499,640	499,640	1,246,109	746,469
Charges for services	7,183,660	7,283,660	7,657,756	374,096
Investment income (loss)	250,000	2,420,000	5,736,405	3,316,405
Rents and leases	1,258,522	1,258,522	1,308,803	50,281
Miscellaneous	1,790,476	2,040,476	2,291,210	250,734
Total revenues	115,726,850	117,473,936	125,455,165	7,981,229
EXPENDITURES:				
Current:				
General government:				
City council	559,128	559,128	503,181	55,947
City clerk	683,460	685,109	435,016	250,093
City manager	7,520,532	9,263,118	7,645,640	1,617,478
Finance	3,427,215	3,546,521	2,988,614	557,907
City attorney	816,397	816,397	955,943	(139,546)
Development services	5,933,772	6,986,807	5,499,460	1,487,347
Facilities	8,041,298	7,497,659	6,779,826	717,833
Public works engineering	1,138,709	1,577,791	1,077,643	500,148
Public safety:				
Police	39,134,460	39,298,310	36,492,269	2,806,041
Fire	21,397,850	21,786,765	21,207,623	579,142
Animal services	1,329,188	1,330,018	1,204,094	125,924
Culture and recreation:				
Community services	2,469,010	2,641,906	2,174,031	467,875
Parks	7,038,129	7,837,808	6,756,358	1,081,450
Highway and streets:				
Electrical and streets	5,820,411	5,900,313	5,405,089	495,224
Library	3,596,220	3,929,254	3,410,455	518,799
Capital outlay	4,579,484	11,671,681	7,893,014	3,778,667
Debt service:				
Principal	154,364	154,364	1,195,665	(1,041,301)
Interest and fiscal charges	2,259,458	2,563,826	537,662	2,026,164
Total expenditures	115,899,085	128,046,775	112,161,583	15,885,192
REVENUES OVER (UNDER) EXPENDITURES	(172,235)	(10,572,839)	13,293,582	23,866,421

City of Redlands
Required Supplementary Information (Unaudited) (Continued)
Budgetary Comparison Schedules – General Fund (Continued)
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
OTHER FINANCING SOURCES (USES):				
Inception of lease liability	-	-	2,098,978	2,098,978
Transfers in	2,506,621	2,506,621	2,760,231	253,610
Transfers out	(11,642,556)	(22,166,495)	(14,995,869)	7,170,626
Total other financing sources (uses)	<u>(9,135,935)</u>	<u>(19,659,874)</u>	<u>(10,136,660)</u>	<u>9,523,214</u>
Net change in fund balance	<u>\$ (9,308,170)</u>	<u>\$ (30,232,713)</u>	3,156,922	<u>\$ 33,389,635</u>
FUND BALANCE:				
Beginning of year			<u>111,176,689</u>	
End of year			<u>\$ 114,333,611</u>	

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City of Redlands
Required Supplementary Information (Unaudited) (Continued)
Budgetary Comparison Schedules – Governmental Grants Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Intergovernmental	\$ -	\$ 19,497,788	\$ 9,266,326	\$ (10,231,462)
Investment income	-	-	34,021	34,021
Total revenues	-	19,497,788	9,300,347	(10,197,441)
EXPENDITURES:				
Current:				
General government	-	10,529,904	5,849,237	4,680,667
Public safety	-	838,290	300,882	537,408
Library	-	(185,592)	1,997,000	(2,182,592)
Capital outlay	-	8,124,940	1,991,780	6,133,160
Total expenditures	-	19,307,542	10,138,899	9,168,643
REVENUES OVER (UNDER) EXPENDITURES	-	190,246	(838,552)	(1,028,798)
OTHER FINANCING SOURCES (USES):				
Transfers in	-	-	14,448	14,448
Transfers out	-	-	(66,702)	(66,702)
Total other financing sources (uses)	-	-	(52,254)	(52,254)
Net change in fund balance	\$ -	\$ 190,246	(890,806)	\$ (1,081,052)
FUND BALANCE (DEFICIT):				
Beginning of year			18,540	
End of year			<u>\$ (872,266)</u>	

City of Redlands
Required Supplementary Information (Unaudited) (Continued)
Schedule of Changes in the Net Pension Liability and Related Ratios
For the Year Ended June 30, 2025

Miscellaneous Plan					
Measurement period, year ended	6/30/2024	6/30/2023	6/30/2022	6/30/2021	6/30/2020
Total pension liability					
Service cost	\$ 4,349,924	\$ 4,056,901	\$ 3,969,259	\$ 3,525,116	\$ 3,365,376
Interest on total pension liability	13,866,080	13,369,640	12,856,892	12,569,714	12,119,433
Differences between expected and actual experience	1,135,936	970,748	(1,568,849)	247,796	270,034
Changes in assumptions	-	-	5,704,014	-	-
Changes in benefit terms	-	330,342	-	-	-
Benefit payments, including refunds of employee contributions	(11,745,669)	(11,282,718)	(10,197,185)	(9,643,784)	(9,385,911)
Net change in total pension liability	7,606,271	7,444,913	10,764,131	6,698,842	6,368,932
Total pension liability - beginning	203,519,621	196,074,708	185,310,577	178,611,735	172,242,803
Total pension liability - ending (a)	\$211,125,892	\$203,519,621	\$196,074,708	\$185,310,577	\$178,611,735
Plan fiduciary net position					
Contributions - employer	6,961,999	6,626,543	6,083,423	5,653,857	5,163,971
Contributions - employee	2,205,700	1,726,746	1,630,007	1,628,531	1,617,023
Investment income (net of administrative expenses)	14,197,699	8,817,845	(11,815,363)	29,305,630	6,312,755
Benefit payments	(11,745,669)	(11,282,718)	(10,197,185)	(9,643,784)	(9,385,911)
Plan to plan resources	-	-	-	-	-
Other	(120,800)	(104,916)	(97,846)	(130,119)	(178,655)
Net change in plan fiduciary net position	11,498,929	5,783,500	(14,396,964)	26,814,115	3,529,183
Plan fiduciary net position - beginning	148,457,542	142,674,042	157,071,006	130,256,891	126,727,708
Plan fiduciary net position - ending (b)	\$159,956,471	\$148,457,542	\$142,674,042	\$157,071,006	\$130,256,891
Net pension liability - ending (a)-(b)	\$ 51,169,421	\$ 55,062,079	\$ 53,400,666	\$ 28,239,571	\$ 48,354,844
Plan fiduciary net position as a percentage of the total pension liability	75.76%	72.95%	72.77%	84.76%	72.93%
Covered payroll	\$ 25,693,585	\$ 23,518,264	\$ 23,036,909	\$ 22,757,364	\$ 21,408,242
Net pension liability as a percentage of covered payroll	199.15%	234.12%	231.80%	124.09%	225.87%

City of Redlands
Required Supplementary Information (Unaudited) (Continued)
Schedule of Changes in the Net Pension Liability and Related Ratios (Continued)
For the Year Ended June 30, 2025

Miscellaneous Plan (Continued)

Measurement period, year ended	6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015
Total pension liability					
Service cost	\$ 3,334,799	\$ 3,368,018	\$ 3,278,844	\$ 2,780,753	\$ 2,735,046
Interest on total pension liability	11,680,277	11,240,326	10,868,639	10,539,757	10,224,502
Differences between expected and actual experience	419,589	529,928	285,453	(1,148,342)	334,519
Changes in assumptions	-	(874,625)	8,600,283	-	(2,403,446)
Changes in benefit terms	-	-	-	-	-
Benefit payments, including refunds of employee contributions	(8,930,778)	(8,785,537)	(8,512,367)	(7,929,573)	(7,496,594)
Net change in total pension liability	6,503,887	5,478,110	14,520,852	4,242,595	3,394,027
Total pension liability - beginning	165,738,916	160,260,806	145,739,954	141,497,359	138,103,332
Total pension liability - ending (a)	\$ 172,242,803	\$ 165,738,916	\$ 160,260,806	\$ 145,739,954	\$ 141,497,359
Plan fiduciary net position					
Contributions - employer	4,543,195	\$ 3,856,431	\$ 3,706,235	\$ 3,297,550	\$ 2,749,274
Contributions - employee	1,587,404	1,444,993	1,461,526	1,324,766	1,219,187
Investment income (net of administrative expenses)	7,923,614	9,732,163	11,870,046	602,969	2,473,614
Benefit payments	(8,930,778)	(8,785,537)	(8,512,367)	(7,929,573)	(7,496,594)
Plan to plan resources	283	(343,451)	-	-	-
Other	(86,841)	(180,708)	(158,865)	(67,266)	(121,971)
Net change in plan fiduciary net position	5,036,877	5,723,891	8,366,575	(2,771,554)	(1,176,490)
Plan fiduciary net position - beginning	121,690,831	115,966,940	107,600,365	110,371,919	111,548,409
Plan fiduciary net position - ending (b)	\$ 126,727,708	\$ 121,690,831	\$ 115,966,940	\$ 107,600,365	\$ 110,371,919
Net pension liability - ending (a)-(b)	\$ 45,515,095	\$ 44,048,085	\$ 44,293,866	\$ 38,139,589	\$ 31,125,440
Plan fiduciary net position as a percentage of the total pension liability	73.58%	73.42%	72.36%	73.83%	78.00%
Covered payroll	\$ 20,763,335	\$ 20,950,595	\$ 19,905,560	\$ 18,459,592	\$ 17,893,660
Net pension liability as a percentage of covered payroll	219.21%	210.25%	222.52%	206.61%	173.95%

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City of Redlands
Required Supplementary Information (Unaudited) (Continued)
Schedule of the City's Proportionate Share of the Net Pension Liability and Related Ratios
For the Year Ended June 30, 2025

Safety Plan					
Measurement period, year ended	6/30/2024	6/30/2023	6/30/2022	6/30/2021	6/30/2020
Plan's proportion of the net pension liability (asset)	1.472873%	1.453577%	1.475939%	1.660061%	0.809500%
Plan's proportionate share of the net pension liability (asset)	\$ 107,384,748	\$ 108,653,947	\$ 101,420,265	\$ 58,259,612	\$ 88,080,547
Plan's covered payroll	\$ 19,030,681	\$ 18,476,389	\$ 17,938,242	\$ 17,415,769	\$ 17,522,750
Plan's proportionate share of the net pension liability as a percentage of covered-employee payroll	564.27%	588.07%	565.39%	334.52%	502.66%
Plan's fiduciary net position	\$ 242,343,956	\$ 230,662,382	\$ 223,139,182	\$ 244,268,089	\$ 200,216,677
Plan's fiduciary net position as a percentage of the total pension liability	69.29%	67.98%	68.75%	80.74%	69.45%
Plan's proportionate share of aggregate employer contributions	\$ 11,753,041	\$ 11,063,552	\$ 10,344,274	\$ 9,582,627	\$ 8,703,374
Measurement period, year ended	6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015
Plan's proportion of the net pension liability (asset)	0.790200%	0.779400%	0.746000%	0.748700%	0.737700%
Plan's proportionate share of the net pension liability (asset)	\$ 80,975,102	\$ 75,109,650	\$ 73,979,298	\$ 64,784,346	\$ 50,633,826
Plan's covered payroll	\$ 17,236,908	\$ 14,894,900	\$ 14,827,015	\$ 14,604,289	\$ 14,342,189
Plan's proportionate share of the net pension liability as a percentage of covered-employee payroll	469.78%	504.26%	498.95%	443.60%	353.04%
Plan's fiduciary net position	\$ 195,371,697	\$ 188,434,296	\$ 182,071,554	\$ 172,261,918	\$ 178,611,604
Plan's fiduciary net position as a percentage of the total pension liability	70.70%	71.50%	71.11%	72.67%	77.91%
Plan's proportionate share of aggregate employer contributions	\$ 7,448,780	\$ 6,211,050	\$ 5,886,486	\$ 5,126,655	\$ 4,246,980

City of Redlands
Required Supplementary Information (Unaudited) (Continued)
Schedule of Contributions – Pension
For the Year Ended June 30, 2025

Miscellaneous Plan

Fiscal Year:	<u>2024-25</u>	<u>2023-24</u>	<u>2022-23</u>	<u>2021-22</u>	<u>2020-21</u>
Contractually determined contribution (actuarially determined)	\$ 7,821,305	\$ 6,961,999	\$ 6,627,610	\$ 6,077,846	\$ 5,676,210
Contributions in relation to the actuarially determined contributions	(7,821,305)	(6,961,999)	(6,627,610)	(6,077,846)	(5,676,210)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 26,464,393	\$ 25,693,585	\$ 23,518,264	\$ 23,036,909	\$ 22,757,364
Contributions as a percentage of covered payroll	29.55%	27.10%	28.18%	26.38%	24.94%
Fiscal Year:	<u>2019-20</u>	<u>2018-19</u>	<u>2017-18</u>	<u>2016-17</u>	<u>2015-16</u>
Contractually determined contribution (actuarially determined)	\$ 5,159,972	\$ 4,472,807	\$ 3,797,781	\$ 3,705,781	\$ 3,297,550
Contributions in relation to the actuarially determined contributions	(5,159,972)	(4,472,807)	(3,797,781)	(3,705,781)	(3,297,550)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 21,408,242	\$ 20,763,335	\$ 20,950,595	\$ 19,905,560	\$ 18,459,592
Contributions as a percentage of covered payroll	22.80%	20.22%	19.15%	18.35%	17.40%

Notes to Schedule:

The actuarial methods and assumption used to set the actuarially determined contributions for Fiscal Year 2025 were derived from the June 30, 2022 funding valuation report.

Methods and assumptions used to determine contribution rates for the fiscal year ended June 30, 2025:

Actuarial cost method	Entry Age Actuarial Cost Method
Amortization method/period	Level percentage of payroll
Asset valuation method	Fair Market Value
Inflation	2.30%
Salary increases	Varies by entry age and service
Payroll growth	2.80%
Investment rate of return	6.80% net of pension plan investment and administrative expenses.
Retirement age	The probabilities of retirement are based on the 2021 CalPERS Experience Study for the period from 2000 and 2019.
Mortality	The probabilities of mortality are based on the 2021 experience study report. The mortality table was developed based on CalPERS-specific data. The rates incorporate Generational Mortality to capture ongoing mortality improvement using 80% of Scale MP 2020 published by the Society of Actuaries.

City of Redlands
Required Supplementary Information (Unaudited) (Continued)
Schedule of Contributions – Pension (Continued)
For the Year Ended June 30, 2025

Safety Plan

Fiscal Year:	<u>2023-24</u>	<u>2022-23</u>	<u>2021-22</u>	<u>2020-21</u>	<u>2019-20</u>
Contractually determined contribution (actuarially determined)	\$ 13,195,999	\$ 11,753,041	\$ 11,063,552	\$ 10,344,274	\$ 9,582,627
Contributions in relation to the actuarially determined contributions	(13,195,999)	(11,753,041)	(11,063,552)	(10,344,274)	(9,582,627)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 19,601,601	\$ 19,030,681	\$ 18,476,389	\$ 17,938,242	\$ 17,415,769
Contributions as a percentage of covered payroll	67.32%	61.76%	59.88%	57.67%	55.02%
Fiscal Year:	<u>2019-20</u>	<u>2018-19</u>	<u>2017-18</u>	<u>2016-17</u>	<u>2015-16</u>
Contractually determined contribution (actuarially determined)	\$ 8,703,374	\$ 7,448,780	\$ 6,211,050	\$ 5,886,486	\$ 5,126,655
Contributions in relation to the actuarially determined contributions	(8,703,374)	(7,448,780)	(6,211,050)	(5,886,486)	(5,126,655)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 17,522,750	\$ 17,236,908	\$ 14,894,900	\$ 14,827,015	\$ 14,604,289
Contributions as a percentage of covered payroll	49.67%	43.21%	41.70%	39.70%	35.10%

Notes to Schedule:

The actuarial methods and assumption used to set the actuarially determined contributions for Fiscal Year 2025 were derived from the June 30, 2022 funding valuation report.

Methods and assumptions used to determine contribution rates for the fiscal year ended June 30, 2025:

Actuarial cost method	Entry Age Actuarial Cost Method
Amortization method/period	Level percentage of payroll
Asset valuation method	Fair Market Value
Inflation	2.30%
Salary increases	Varies by entry age and service
Payroll growth	2.80%
Investment rate of return	6.80% net of pension plan investment and administrative expenses.
Retirement age	The probabilities of retirement are based on the 2021 CalPERS Experience Study for the period from 2000 and 2019.
Mortality	The probabilities of mortality are based on the 2021 experience study report. The mortality table was developed based on CalPERS-specific data. The rates incorporate Generational Mortality to capture ongoing mortality improvement using 80% of Scale MP 2020 published by the Society of Actuaries.

City of Redlands
Required Supplementary Information (Unaudited) (Continued)
Schedule of Changes in Total OPEB Liability and Related Ratios
For the Year Ended June 30, 2025

Measurement period, year ending:	6/30/2024	6/30/2023	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017 ¹
Total OPEB liability								
Service cost	\$ 3,653,758	\$ 3,676,645	\$ 6,288,802	\$ 4,405,809	\$ 4,371,866	\$ 4,540,301	\$ 4,647,747	\$ 4,517,859
Interest	5,399,024	6,072,016	4,504,364	3,775,999	4,254,153	4,744,702	4,497,267	4,351,611
Changes of benefit terms	-	4,078,580	-	-	-	-	-	-
Differences between expected and actual experience	7,355,613	(26,395,453)	(9,975,595)	3,545,600	139,016	4,588,088	-	-
Changes of assumptions	356,830	(100,889)	(50,693,723)	42,967,302	14,314,382	(4,153,914)	(2,485,196)	-
Benefit payments, including refunds of member contributions	(5,697,981)	(4,397,783)	(5,079,505)	(4,960,733)	(4,882,065)	(4,526,765)	(4,525,686)	(4,050,613)
Net change in total OPEB liability	11,067,244	(17,066,884)	(54,955,657)	49,733,977	18,197,352	5,192,412	2,134,132	4,818,857
Total OPEB liability - beginning	129,893,381	146,960,265	201,915,922	152,181,945	133,984,593	128,792,181	126,658,049	121,839,192
Total OPEB liability - ending (a)	\$ 140,960,625	\$ 129,893,381	\$ 146,960,265	\$ 201,915,922	\$ 152,181,945	\$ 133,984,593	\$ 128,792,181	\$ 126,658,049
OPEB fiduciary net position ²								
Contributions - employer	\$ 5,697,981	\$ 4,397,783	\$ 5,079,505	\$ 4,960,733	\$ 4,882,065	\$ 4,526,765	\$ 4,525,686	\$ 4,050,613
Net investment income	-	-	-	-	-	-	-	-
Benefit payments, including refunds of member contributions	(5,697,981)	(4,397,783)	(5,079,505)	(4,960,733)	(4,882,065)	(4,526,765)	(4,525,686)	(4,050,613)
Administrative expense	-	-	-	-	-	-	-	-
Net change in plan fiduciary net position	-	-	-	-	-	-	-	-
Plan fiduciary net position - beginning	-	-	-	-	-	-	-	-
Plan fiduciary net position - ending (b)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plan net OPEB liability - ending (a) - (b)	\$ 140,960,625	\$ 129,893,381	\$ 146,960,265	\$ 201,915,922	\$ 152,181,945	\$ 133,984,593	\$ 128,792,181	\$ 126,658,049
Plan fiduciary net position as a percentage of the total OPEB liability	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Covered-employee payroll	\$ 51,352,870	\$ 44,914,460	\$ 35,920,063	\$ 34,958,699	\$ 35,722,602	\$ 33,975,526	\$ 31,410,072	\$ 32,062,170
Plan net OPEB liability as a percentage of covered-employee payroll	274.49%	289.20%	409.13%	577.58%	426.01%	394.36%	410.03%	395.04%

¹ Information only presented from the implementation year

² The City has no assets accumulated in a trust that meets the requirements of GASB. Therefore no OPEB fiduciary net position balance is noted.

SUPPLEMENTARY INFORMATION

Non-Major Governmental Funds

Special Revenue Funds:

Emergency Service Fund - This fund is used to account for the collection of a special property tax to be spent on paramedic services.

Household Hazardous Waste Fund - This fund is used to account for revenue collected and expenditures made to properly dispose of household hazardous waste.

State Gas Tax Fund - This fund is used to account for the receipt and subsequent expenditure of the City's share of the State levied tax on gasoline and other vehicle fuels.

Air Quality Improvement Fund - To account for the collection and subsequent expenditure of AB2766 (District Fees to Implement the California Clean Air Act) monies to be used for pollution reduction.

Traffic Safety Fund - This fund is used to account for the receipt of traffic fines for moving violations within the City limits.

Measure I Fund - This fund is used to account for "new" revenues resulting from a voter-approved renewal of a half-cent retail transaction and use tax, to be used for transportation improvements and traffic management programs.

Open Space Fund - This fund is used to account for receipt and subsequent expenditure of developer fees collected to acquire open space land in and around the City.

Downtown Redlands Business Area Fund - This fund is used to account for various activities and special events with the intent of attracting business to the downtown area.

Parking Authority Fund - This fund is used to account for receipt and subsequent expenditure of fees collected as a result of a city-wide authority formed to control parking.

Asset Forfeiture Fund - This fund is used to account for receipt and subsequent expenditure of various asset seizure monies.

Supplemental Law Enforcement Fund - To account for receipt and subsequent expenditure of AB1913 monies, which, pursuant to the Citizens' Option for Public Safety (COPS) Program, must be spent for supplemental law enforcement services.

Park & Open Space Fund - This fund is used to account for the collection and subsequent expenditure of developer fees levied for the purpose of acquiring and developing land for parks and open space.

Arterial Street Construction Fund - To account for the collection and related expenditure of development impact fees designated for arterial street construction projects.

Traffic Signals Fund - This fund is used to account for the collection and related expenditure of development impact fees designated for traffic signal construction projects.

Freeway Interchanges Fund - This fund is used to account for the collection and related expenditure of development impact fees designated for freeway interchange construction projects.

Non-Major Governmental Funds (Continued)

Special Revenue Funds (Continued):

Street Lighting District #1 Fund - This fund is used to account for the maintenance, operation, and service of street lighting facilities financed by assessments collected from landowners within the district.

CFD 2004-1 Assessments Fund - This fund is used to account for the maintenance of landscaping in public right-of-way and easements surrounding tracts within the district.

Landscape Maintenance District Fund - This fund is used to account for assessments collected from landowners to maintain landscaping in parkways and common areas within the district.

Local Transportation Fund - This fund is used to account for the receipt and expenditure of street improvement and road construction funds from various sources including projects financed by State grant activity.

Pavement Accelerated Repair Implementation Strategy (PARIS) Fund - This fund is used to account for the expenditures of the Pavement Accelerated Repair Implementation Strategy (PARIS) program.

Public Art Fund - This fund is used to account for donations and subsequent expenditure on public art installations.

Transportation Development Act Fund - This fund is used to account for the receipt and expenditure of Transportation Development Act revenue received by the City.

Public Facilities Development Special Revenue Fund - This fund accounts for the collection and related expenditure of development impact fees restricted for constructing new and upgrading existing public facilities.

Storm Drain Construction Fund - This fund is used to account for receipt and subsequent expenditure of developer fees assessed to provide additional storm drains, as required.

Capital Projects Funds:

Safety Hall Replacement Fund - This fund accounts for the collection and related expenditure of development impact fees restricted for constructing new and upgrading existing public facilities.

Debt Service Funds:

General Debt Service Fund - This fund is used to account for the receipt of property taxes to be used for the retirement of the 2007 Pension Obligation Bonds.

Permanent Funds:

Simonds Endowment Fund - This fund is used to account for the monies endowed by Priscilla Alden Simonds to the City for the Simonds Parkway.

Pauline Stancliff Memorial Trust Fund - This fund is used to account for the monies gifted by Pauline Stancliff to the City for benefit of the Joslyn Senior Center.

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City of Redlands
Combining Balance Sheet
Non-Major Governmental Funds
June 30, 2025

	Special Revenue Funds				
	Emergency Service Fund	Household Hazardous Waste Fund	State Gas Tax Fund	Air Quality Improvement Fund	Traffic Safety Fund
ASSETS					
Cash and investments	\$ 256,434	\$ 331,074	\$ -	\$ 415,229	\$ -
Restricted cash and investments	-	-	-	-	-
Accounts receivable, net	-	13,686	-	-	-
Taxes receivable	15,623	-	525,843	-	-
Due from other governments	-	-	-	25,304	18,727
Prepaid items	-	-	-	-	-
Total assets	\$ 272,057	\$ 344,760	\$ 525,843	\$ 440,533	\$ 18,727
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 38,042	\$ -	\$ -	\$ -	\$ 2,673
Accrued payroll	234,015	-	-	-	-
Deposits payable	-	-	-	-	-
Unearned revenues	-	-	-	-	-
Due to other funds	-	-	-	-	-
Total liabilities	272,057	-	-	-	2,673
Deferred inflows of resources:					
Unavailable revenue	-	-	-	25,304	-
Total deferred inflows of resources	-	-	-	25,304	-
Fund Balances:					
Nonspendable	-	-	-	-	-
Restricted	-	344,760	525,843	415,229	16,054
Assigned	-	-	-	-	-
Unassigned (deficit)	-	-	-	-	-
Total fund balances	-	344,760	525,843	415,229	16,054
Total liabilities, deferred inflows of resources, and fund balances	\$ 272,057	\$ 344,760	\$ 525,843	\$ 440,533	\$ 18,727

(Continued)

City of Redlands
Combining Balance Sheet (Continued)
Non-Major Governmental Funds
June 30, 2025

	Special Revenue Funds				
	Measure I Fund	Open Space Fund	Downtown Redlands Business Area Fund	Parking Authority Fund	Asset Forfeiture Fund
ASSETS					
Cash and investments	\$ -	\$ 2,834,194	\$ 10,648	\$ 14,890	\$ 1,968,218
Restricted cash and investments	-	-	-	-	-
Accounts receivable, net	-	-	-	280	-
Taxes receivable	335,856	-	-	-	-
Due from other governments	-	-	-	-	1,976
Prepaid items	-	-	-	-	-
Total assets	\$ 335,856	\$ 2,834,194	\$ 10,648	\$ 15,170	\$ 1,970,194
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ -	\$ -	\$ 10,648	\$ 1,774	\$ 95,122
Accrued payroll	-	-	-	-	-
Deposits payable	-	-	-	13,116	10,822
Unearned revenues	-	-	-	280	-
Due to other funds	-	-	-	-	-
Total liabilities	-	-	10,648	15,170	105,944
Deferred inflows of resources:					
Unavailable revenue	172,744	-	-	-	-
Total deferred inflows of resources	172,744	-	-	-	-
Fund Balances:					
Nonspendable	-	-	-	-	-
Restricted	163,112	2,834,194	-	-	1,864,250
Assigned	-	-	-	-	-
Unassigned (deficit)	-	-	-	-	-
Total fund balances	163,112	2,834,194	-	-	1,864,250
Total liabilities, deferred inflows of resources, and fund balances	\$ 335,856	\$ 2,834,194	\$ 10,648	\$ 15,170	\$ 1,970,194

(Continued)

City of Redlands
Combining Balance Sheet (Continued)
Non-Major Governmental Funds
June 30, 2025

	Special Revenue Funds				
	Supplemental Law Enforcement Grant Fund	Park and Open Space Fund	Arterial Street Construction Fund	Traffic Signals Fund	Freeway Interchanges Fund
ASSETS					
Cash and investments	\$ 633,387	\$ 3,111,310	\$ 5,472,417	\$ 1,189,954	\$ 2,464,825
Restricted cash and investments	-	-	-	-	-
Accounts receivable, net	-	-	-	-	14,274
Taxes receivable	-	-	-	-	-
Due from other governments	-	-	-	-	-
Prepaid items	65,997	-	-	-	-
Total assets	\$ 699,384	\$ 3,111,310	\$ 5,472,417	\$ 1,189,954	\$ 2,479,099
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ -	\$ -	\$ 1,044	\$ -	\$ -
Accrued payroll	-	-	-	-	-
Deposits payable	-	-	28,554	368,482	-
Unearned revenues	549,551	-	-	-	14,274
Due to other funds	-	-	-	-	-
Total liabilities	549,551	-	29,598	368,482	14,274
Deferred inflows of resources:					
Unavailable revenue	-	-	-	-	-
Total deferred inflows of resources	-	-	-	-	-
Fund Balances:					
Nonspendable	65,997	-	-	-	-
Restricted	83,836	3,111,310	5,442,819	821,472	2,464,825
Assigned	-	-	-	-	-
Unassigned (deficit)	-	-	-	-	-
Total fund balances	149,833	3,111,310	5,442,819	821,472	2,464,825
Total liabilities, deferred inflows of resources, and fund balances	\$ 699,384	\$ 3,111,310	\$ 5,472,417	\$ 1,189,954	\$ 2,479,099

(Continued)

City of Redlands
Combining Balance Sheet (Continued)
Non-Major Governmental Funds
June 30, 2025

	Special Revenue Funds				
	Street Lighting District #1 Fund	CFD 2004-1 Assessment Fund	Landscape Maintenance District Fund	Local Transportation Fund	PARIS Fund
ASSETS					
Cash and investments	\$ 54,257	\$ 295,227	\$ 422	\$ 260,334	\$ 3,590,736
Restricted cash and investments	-	-	-	-	-
Accounts receivable, net	-	-	-	-	-
Taxes receivable	291	7,124	246	-	-
Due from other governments	-	-	-	-	-
Prepaid items	-	-	-	-	-
Total assets	\$ 54,548	\$ 302,351	\$ 668	\$ 260,334	\$ 3,590,736
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ -	\$ 43,675	\$ 123	\$ -	\$ 333
Accrued payroll	545	3,215	545	-	41,961
Deposits payable	-	53,987	-	35,074	27,327
Unearned revenues	-	-	-	-	-
Due to other funds	-	-	-	-	-
Total liabilities	545	100,877	668	35,074	69,621
Deferred inflows of resources:					
Unavailable revenue	-	-	-	-	-
Total deferred inflows of resources	-	-	-	-	-
Fund Balances:					
Nonspendable	-	-	-	-	-
Restricted	54,003	201,474	-	225,260	3,521,115
Assigned	-	-	-	-	-
Unassigned (deficit)	-	-	-	-	-
Total fund balances	54,003	201,474	-	225,260	3,521,115
Total liabilities, deferred inflows of resources, and fund balances	\$ 54,548	\$ 302,351	\$ 668	\$ 260,334	\$ 3,590,736

(Continued)

City of Redlands
Combining Balance Sheet (Continued)
Non-Major Governmental Funds
June 30, 2025

	Special Revenue Funds				Capital Projects Funds
	Public Art Fund	Transportation Development Act Fund	Public Facilities Development Special Revenue Fund	Storm Drain Fund	Safety Hall Replacement Capital Projects Fund
ASSETS					
Cash and investments	\$ 10,335	\$ -	\$ 2,545,043	\$ 3,063,594	\$ 3,150,401
Restricted cash and investments	-	-	-	-	-
Accounts receivable, net	-	-	-	-	-
Taxes receivable	-	-	-	-	-
Due from other governments	-	-	-	-	-
Prepaid items	-	-	-	-	-
Total assets	<u>\$ 10,335</u>	<u>\$ -</u>	<u>\$ 2,545,043</u>	<u>\$ 3,063,594</u>	<u>\$ 3,150,401</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ -	\$ -	\$ -	\$ -	\$ 892,980
Accrued payroll	-	-	-	-	-
Deposits payable	-	-	-	-	-
Unearned revenues	-	-	-	-	-
Due to other funds	-	2,883	-	-	-
Total liabilities	<u>-</u>	<u>2,883</u>	<u>-</u>	<u>-</u>	<u>892,980</u>
Deferred inflows of resources:					
Unavailable revenue	-	-	-	-	-
Total deferred inflows of resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances:					
Nonspendable	-	-	-	-	-
Restricted	10,335	-	2,545,043	3,063,594	-
Assigned	-	-	-	-	2,257,421
Unassigned (deficit)	-	(2,883)	-	-	-
Total fund balances	<u>10,335</u>	<u>(2,883)</u>	<u>2,545,043</u>	<u>3,063,594</u>	<u>2,257,421</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 10,335</u>	<u>\$ -</u>	<u>\$ 2,545,043</u>	<u>\$ 3,063,594</u>	<u>\$ 3,150,401</u>

(Continued)

City of Redlands
Combining Balance Sheet (Continued)
Non-Major Governmental Funds
June 30, 2025

	Debt Service Funds		Permanent Funds		Total Non-Major Governmental Funds
	General Debt Service Fund	Simonds Endowment Fund	Pauline Stancliff Memorial Trust Fund		
ASSETS					
Cash and investments	\$ 353,093	\$ 41,133	\$ 24,312		\$ 32,091,467
Restricted cash and investments	284,866	-	-		284,866
Accounts receivable, net	-	-	-		28,240
Taxes receivable	-	-	-		884,983
Due from other governments	-	-	-		46,007
Prepaid items	-	-	-		65,997
Total assets	\$ 637,959	\$ 41,133	\$ 24,312		\$ 33,401,560
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ -	\$ -	\$ -		\$ 1,086,414
Accrued payroll	-	-	-		280,281
Deposits payable	-	-	-		537,362
Unearned revenues	-	-	-		564,105
Due to other funds	-	-	-		2,883
Total liabilities	-	-	-		2,471,045
Deferred inflows of resources:					
Unavailable revenue	-	-	-		198,048
Total deferred inflows of resources	-	-	-		198,048
Fund Balances:					
Nonspendable	-	10,000	20,200		96,197
Restricted	637,959	31,133	4,112		28,381,732
Assigned	-	-	-		2,257,421
Unassigned (deficit)	-	-	-		(2,883)
Total fund balances	637,959	41,133	24,312		30,732,467
Total liabilities, deferred inflows of resources, and fund balances	\$ 637,959	\$ 41,133	\$ 24,312		\$ 33,401,560

(Concluded)

City of Redlands
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Non-Major Governmental Funds
For the Year Ended June 30, 2025

	Special Revenue Funds				
	Emergency Service Fund	Household Hazardous Waste Fund	State Gas Tax Fund	Air Quality Improvement Fund	Traffic Safety Fund
REVENUES:					
Property taxes	\$ 1,146,202	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-	-
Fines and forfeitures	-	-	-	-	148,599
Intergovernmental	-	-	4,044,395	95,808	-
Charges for services	-	165,321	-	-	-
Investment income (loss)	-	-	-	15,228	-
Rents and leases	-	-	-	-	-
Miscellaneous	100	-	-	-	-
Total revenues	<u>1,146,302</u>	<u>165,321</u>	<u>4,044,395</u>	<u>111,036</u>	<u>148,599</u>
EXPENDITURES:					
Current:					
General government	-	-	-	-	-
Public safety	5,846,640	152,075	-	-	-
Culture and recreation	-	-	-	-	-
Highway and streets	-	-	-	102	-
Capital outlay	-	-	-	-	-
Debt service:					
Principal	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-
Total expenditures	<u>5,846,640</u>	<u>152,075</u>	<u>-</u>	<u>102</u>	<u>-</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(4,700,338)</u>	<u>13,246</u>	<u>4,044,395</u>	<u>110,934</u>	<u>148,599</u>
OTHER FINANCING SOURCES (USES):					
Transfers in	4,700,338	-	-	-	23,020
Transfers out	-	-	(4,018,187)	-	(170,307)
Total other financing sources (uses)	<u>4,700,338</u>	<u>-</u>	<u>(4,018,187)</u>	<u>-</u>	<u>(147,287)</u>
NET CHANGES IN FUND BALANCES	-	13,246	26,208	110,934	1,312
FUND BALANCES (DEFICIT):					
Beginning of year	-	331,514	499,635	304,295	14,742
End of year	<u>\$ -</u>	<u>\$ 344,760</u>	<u>\$ 525,843</u>	<u>\$ 415,229</u>	<u>\$ 16,054</u>

(Continued)

City of Redlands
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued)
Non-Major Governmental Funds
For the Year Ended June 30, 2025

	Special Revenue Funds				
	Measure I Fund	Open Space Fund	Downtown Redlands Business Area Fund	Parking Authority Fund	Asset Forfeiture Fund
REVENUES:					
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-	-
Fines and forfeitures	-	-	-	-	12,248
Intergovernmental	1,729,439	-	-	-	-
Charges for services	-	145,810	4,322	-	-
Investment income (loss)	118,647	123,091	(2,380)	-	59,569
Rents and leases	-	-	-	3,360	-
Miscellaneous	-	-	26,070	-	26,394
Total revenues	1,848,086	268,901	28,012	3,360	98,211
EXPENDITURES:					
Current:					
General government	-	-	58,406	23,786	-
Public safety	-	-	-	-	77,565
Culture and recreation	-	2,916	-	-	-
Highway and streets	8,197	-	-	-	-
Capital outlay	-	-	-	-	58,124
Debt service:					
Principal	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-
Total expenditures	8,197	2,916	58,406	23,786	135,689
REVENUES OVER (UNDER) EXPENDITURES	1,839,889	265,985	(30,394)	(20,426)	(37,478)
OTHER FINANCING SOURCES (USES):					
Transfers in	-	-	30,394	20,426	-
Transfers out	(2,152,068)	-	-	-	-
Total other financing sources (uses)	(2,152,068)	-	30,394	20,426	-
NET CHANGES IN FUND BALANCES	(312,179)	265,985	-	-	(37,478)
FUND BALANCES (DEFICIT):					
Beginning of year	475,291	2,568,209	-	-	1,901,728
End of year	<u>\$ 163,112</u>	<u>\$ 2,834,194</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,864,250</u>

(Continued)

City of Redlands
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued)
Non-Major Governmental Funds
For the Year Ended June 30, 2025

	Special Revenue Funds				
	Supplemental Law Enforcement Grant Fund	Park and Open Space Fund	Arterial Street Construction Fund	Traffic Signals Fund	Freeway Interchanges Fund
REVENUES:					
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-	-
Fines and forfeitures	-	-	-	-	-
Intergovernmental	240,061	-	-	-	-
Charges for services	-	448,667	297,857	18,146	175,584
Investment income (loss)	31,919	128,035	239,055	53,259	106,423
Rents and leases	-	-	-	-	-
Miscellaneous	-	-	-	-	60,515
Total revenues	<u>271,980</u>	<u>576,702</u>	<u>536,912</u>	<u>71,405</u>	<u>342,522</u>
EXPENDITURES:					
Current:					
General government	-	-	-	-	-
Public safety	240,062	-	-	-	-
Culture and recreation	-	12,237	-	-	-
Highway and streets	-	-	6,863	3,238	19,239
Capital outlay	-	-	71,666	-	99,155
Debt service:					
Principal	-	68,988	-	-	-
Interest and fiscal charges	-	33,172	-	-	-
Total expenditures	<u>240,062</u>	<u>114,397</u>	<u>78,529</u>	<u>3,238</u>	<u>118,394</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>31,918</u>	<u>462,305</u>	<u>458,383</u>	<u>68,167</u>	<u>224,128</u>
OTHER FINANCING SOURCES (USES):					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGES IN FUND BALANCES	31,918	462,305	458,383	68,167	224,128
FUND BALANCES (DEFICIT):					
Beginning of year	117,915	2,649,005	4,984,436	753,305	2,240,697
End of year	<u>\$ 149,833</u>	<u>\$ 3,111,310</u>	<u>\$ 5,442,819</u>	<u>\$ 821,472</u>	<u>\$ 2,464,825</u>

(Continued)

City of Redlands
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued)
Non-Major Governmental Funds
For the Year Ended June 30, 2025

	Special Revenue Funds				
	Street Lighting District #1 Fund	CFD 2004-1 Assessment Fund	Landscape Maintenance District Fund	Local Transportation Fund	PARIS Fund
REVENUES:					
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	9,910	-
Fines and forfeitures	-	-	-	-	-
Intergovernmental	-	-	-	-	-
Charges for services	25,305	734,274	28,674	-	-
Investment income (loss)	-	10,706	-	11,317	(37,848)
Rents and leases	-	-	-	-	-
Miscellaneous	-	-	-	-	694,166
Total revenues	<u>25,305</u>	<u>744,980</u>	<u>28,674</u>	<u>21,227</u>	<u>656,318</u>
EXPENDITURES:					
Current:					
General government	-	479,390	51,929	-	-
Public safety	-	-	-	-	-
Culture and recreation	-	-	-	-	-
Highway and streets	12,898	-	-	-	1,104,354
Capital outlay	-	-	-	-	4,735,218
Debt service:					
Principal	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-
Total expenditures	<u>12,898</u>	<u>479,390</u>	<u>51,929</u>	<u>-</u>	<u>5,839,572</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>12,407</u>	<u>265,590</u>	<u>(23,255)</u>	<u>21,227</u>	<u>(5,183,254)</u>
OTHER FINANCING SOURCES (USES):					
Transfers in	-	-	23,255	-	6,126,668
Transfers out	-	(144,400)	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>(144,400)</u>	<u>23,255</u>	<u>-</u>	<u>6,126,668</u>
NET CHANGES IN FUND BALANCES	<u>12,407</u>	<u>121,190</u>	<u>-</u>	<u>21,227</u>	<u>943,414</u>
FUND BALANCES (DEFICIT):					
Beginning of year	<u>41,596</u>	<u>80,284</u>	<u>-</u>	<u>204,033</u>	<u>2,577,701</u>
End of year	<u>\$ 54,003</u>	<u>\$ 201,474</u>	<u>\$ -</u>	<u>\$ 225,260</u>	<u>\$ 3,521,115</u>

(Continued)

City of Redlands
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued)
Non-Major Governmental Funds
For the Year Ended June 30, 2025

	Special Revenue Funds				Capital Projects Funds
	Public Art Fund	Transportation Development Act Fund	Public Facilities Development Special Revenue Fund	Storm Drain Fund	Safety Hall Replacement Capital Projects Fund
REVENUES:					
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-	-
Fines and forfeitures	-	-	-	-	-
Intergovernmental	-	55,596	-	-	-
Charges for services	-	-	628,680	169,981	-
Investment income (loss)	468	-	-	132,090	85,109
Rents and leases	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Total revenues	468	55,596	628,680	302,071	85,109
EXPENDITURES:					
Current:					
General government	-	-	12,574	3,399	1,431,447
Public safety	-	-	-	-	-
Culture and recreation	-	-	-	-	-
Highway and streets	-	-	-	-	-
Capital outlay	-	49,315	-	-	1,479,107
Debt service:					
Principal	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-
Total expenditures	-	49,315	12,574	3,399	2,910,554
REVENUES OVER (UNDER) EXPENDITURES	468	6,281	616,106	298,672	(2,825,445)
OTHER FINANCING SOURCES (USES):					
Transfers in	-	-	-	-	2,905,554
Transfers out	-	-	-	-	-
Total other financing sources (uses)	-	-	-	-	2,905,554
NET CHANGES IN FUND BALANCES	468	6,281	616,106	298,672	80,109
FUND BALANCES (DEFICIT):					
Beginning of year	9,867	(9,164)	1,928,937	2,764,922	2,177,312
End of year	<u>\$ 10,335</u>	<u>\$ (2,883)</u>	<u>\$ 2,545,043</u>	<u>\$ 3,063,594</u>	<u>\$ 2,257,421</u>

(Continued)

City of Redlands
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued)
Non-Major Governmental Funds
For the Year Ended June 30, 2025

	Debt Service Funds		Permanent Funds		Total Non-Major Governmental Funds
	General Debt Service Fund	Simonds Endowment Fund	Pauline Stancliff Memorial Trust Fund		
REVENUES:					
Property taxes	\$ -	\$ -	\$ -		\$ 1,146,202
Licenses and permits	-	-	-		9,910
Fines and forfeitures	-	-	-		160,847
Intergovernmental	-	-	-		6,165,299
Charges for services	-	-	-		2,842,621
Investment income (loss)	16,189	1,861	1,099		1,093,837
Rents and leases	-	-	-		3,360
Miscellaneous	-	-	-		807,245
Total revenues	16,189	1,861	1,099		12,229,321
EXPENDITURES:					
Current:					
General government	5,202	-	-		2,066,133
Public safety	-	-	-		6,316,342
Culture and recreation	-	-	-		15,153
Highway and streets	-	-	-		1,154,891
Capital outlay	-	-	-		6,492,585
Debt service:					
Principal	200,000	-	-		268,988
Interest and fiscal charges	207,455	-	-		240,627
Total expenditures	412,657	-	-		16,554,719
REVENUES OVER (UNDER) EXPENDITURES	(396,468)	1,861	1,099		(4,325,398)
OTHER FINANCING SOURCES (USES):					
Transfers in	455,160	-	-		14,284,815
Transfers out	-	-	-		(6,484,962)
Total other financing sources (uses)	455,160	-	-		7,799,853
NET CHANGES IN FUND BALANCES	58,692	1,861	1,099		3,474,455
FUND BALANCES (DEFICIT):					
Beginning of year	579,267	39,272	23,213		27,258,012
End of year	\$ 637,959	\$ 41,133	\$ 24,312		\$ 30,732,467

(Concluded)

City of Redlands
Budgetary Comparison Schedule
Emergency Service Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Property taxes	\$ 1,100,000	\$ 1,100,000	\$ 1,146,202	\$ 46,202
Miscellaneous	5,000	5,000	100	(4,900)
Total revenues	<u>1,105,000</u>	<u>1,105,000</u>	<u>1,146,302</u>	<u>41,302</u>
EXPENDITURES:				
Current:				
Public safety	6,531,894	6,531,894	5,846,640	685,254
Total expenditures	<u>6,531,894</u>	<u>6,531,894</u>	<u>5,846,640</u>	<u>685,254</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(5,426,894)</u>	<u>(5,426,894)</u>	<u>(4,700,338)</u>	<u>726,556</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	5,426,894	5,426,894	4,700,338	(726,556)
Total other financing sources (uses)	<u>5,426,894</u>	<u>5,426,894</u>	<u>4,700,338</u>	<u>(726,556)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>	<u>\$ -</u>
FUND BALANCE:				
Beginning of year			-	
End of year			<u>\$ -</u>	

City of Redlands
Budgetary Comparison Schedule
Household Hazardous Waste Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Charges for services	\$ 130,000	\$ 130,000	\$ 165,321	\$ 35,321
Total revenues	<u>130,000</u>	<u>130,000</u>	<u>165,321</u>	<u>35,321</u>
EXPENDITURES:				
Current:				
Public safety	152,575	152,575	152,075	500
Total expenditures	<u>152,575</u>	<u>152,575</u>	<u>152,075</u>	<u>500</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(22,575)</u>	<u>(22,575)</u>	<u>13,246</u>	<u>35,821</u>
OTHER FINANCING SOURCES (USES):				
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	<u>\$ (22,575)</u>	<u>\$ (22,575)</u>	<u>13,246</u>	<u>\$ 35,821</u>
FUND BALANCE:				
Beginning of year			<u>331,514</u>	
End of year			<u>\$ 344,760</u>	

City of Redlands
Budgetary Comparison Schedule
State Gas Tax Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Intergovernmental	\$ 3,868,354	\$ 3,868,354	\$ 4,044,395	\$ 176,041
Total revenues	<u>3,868,354</u>	<u>3,868,354</u>	<u>4,044,395</u>	<u>176,041</u>
OTHER FINANCING SOURCES (USES):				
Transfers out	(3,868,354)	(3,868,354)	(4,018,187)	(149,833)
Total other financing sources (uses)	<u>(3,868,354)</u>	<u>(3,868,354)</u>	<u>(4,018,187)</u>	<u>(149,833)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	26,208	<u>\$ 26,208</u>
FUND BALANCE:				
Beginning of year			499,635	
End of year			<u>\$ 525,843</u>	

City of Redlands
Budgetary Comparison Schedule
Air Quality Improvement Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Intergovernmental	\$ 92,000	\$ 92,000	\$ 95,808	\$ 3,808
Investment income (loss)	-	-	15,228	15,228
Total revenues	<u>92,000</u>	<u>92,000</u>	<u>111,036</u>	<u>19,036</u>
EXPENDITURES:				
Current:				
Highway and streets	878	122,520	102	122,418
Capital outlay	146,700	196,700	-	196,700
Total expenditures	<u>147,578</u>	<u>319,220</u>	<u>102</u>	<u>319,118</u>
Net change in fund balance	<u>\$ (55,578)</u>	<u>\$ (227,220)</u>	110,934	<u>\$ 338,154</u>
FUND BALANCE:				
Beginning of year			<u>304,295</u>	
End of year			<u>\$ 415,229</u>	

City of Redlands
Budgetary Comparison Schedule
Traffic Safety Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Fines and forfeitures	\$ 127,000	\$ 127,000	\$ 148,599	\$ 21,599
Total revenues	<u>127,000</u>	<u>127,000</u>	<u>148,599</u>	<u>21,599</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	-	-	23,020	23,020
Transfers out	(127,000)	(127,000)	(170,307)	(43,307)
Total other financing sources (uses)	<u>(127,000)</u>	<u>(127,000)</u>	<u>(147,287)</u>	<u>(20,287)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	1,312	<u>\$ 1,312</u>
FUND BALANCE:				
Beginning of year			<u>14,742</u>	
End of year			<u>\$ 16,054</u>	

City of Redlands
Budgetary Comparison Schedule
Measure I Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Intergovernmental	\$ 2,000,000	\$ 2,000,000	\$ 1,729,439	\$ (270,561)
Investment income (loss)	200,000	200,000	118,647	(81,353)
Total revenues	<u>2,200,000</u>	<u>2,200,000</u>	<u>1,848,086</u>	<u>(351,914)</u>
EXPENDITURES:				
Current:				
Highway and streets	8,197	8,197	8,197	-
Total expenditures	<u>8,197</u>	<u>8,197</u>	<u>8,197</u>	<u>-</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>2,191,803</u>	<u>2,191,803</u>	<u>1,839,889</u>	<u>(351,914)</u>
OTHER FINANCING SOURCES (USES):				
Transfers out	(2,191,803)	(2,191,803)	(2,152,068)	39,735
Total other financing sources (uses)	<u>(2,191,803)</u>	<u>(2,191,803)</u>	<u>(2,152,068)</u>	<u>39,735</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	(312,179)	<u>\$ (312,179)</u>
FUND BALANCE:				
Beginning of year			475,291	
End of year			<u>\$ 163,112</u>	

City of Redlands
Budgetary Comparison Schedule
Open Space Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Charges for services	\$ 80,000	\$ 80,000	\$ 145,810	\$ 65,810
Investment income (loss)	-	-	123,091	123,091
Total revenues	<u>80,000</u>	<u>80,000</u>	<u>268,901</u>	<u>188,901</u>
EXPENDITURES:				
Current:				
Culture and recreation	1,600	1,600	2,916	(1,316)
Total expenditures	<u>1,600</u>	<u>1,600</u>	<u>2,916</u>	<u>(1,316)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>78,400</u>	<u>78,400</u>	<u>265,985</u>	<u>187,585</u>
OTHER FINANCING SOURCES (USES):				
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	<u>\$ 78,400</u>	<u>\$ 78,400</u>	265,985	<u>\$ 187,585</u>
FUND BALANCE:				
Beginning of year			<u>2,568,209</u>	
End of year			<u>\$ 2,834,194</u>	

City of Redlands
Budgetary Comparison Schedule
Downtown Redlands Business Area Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Charges for services	\$ 25,000	\$ 25,000	\$ 4,322	\$ (20,678)
Investment income (loss)	-	-	(2,380)	(2,380)
Miscellaneous	-	-	26,070	26,070
Total revenues	<u>25,000</u>	<u>25,000</u>	<u>28,012</u>	<u>3,012</u>
EXPENDITURES:				
Current:				
General government	125,294	126,094	58,406	67,688
Total expenditures	<u>125,294</u>	<u>126,094</u>	<u>58,406</u>	<u>67,688</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(100,294)</u>	<u>(101,094)</u>	<u>(30,394)</u>	<u>70,700</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	100,294	100,294	30,394	(69,900)
Total other financing sources (uses)	<u>100,294</u>	<u>100,294</u>	<u>30,394</u>	<u>(69,900)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ (800)</u>	<u>-</u>	<u>\$ 800</u>
FUND BALANCE:				
Beginning of year			-	
End of year			<u>\$ -</u>	

City of Redlands
Budgetary Comparison Schedule
Parking Authority Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Rents and leases	\$ 8,000	\$ 8,000	\$ 3,360	\$ (4,640)
Total revenues	<u>8,000</u>	<u>8,000</u>	<u>3,360</u>	<u>(4,640)</u>
EXPENDITURES:				
Current:				
General government	23,496	23,496	23,786	(290)
Total expenditures	<u>23,496</u>	<u>23,496</u>	<u>23,786</u>	<u>(290)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(15,496)</u>	<u>(15,496)</u>	<u>(20,426)</u>	<u>(4,930)</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	15,496	15,496	20,426	4,930
Total other financing sources (uses)	<u>15,496</u>	<u>15,496</u>	<u>20,426</u>	<u>4,930</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>	<u>\$ -</u>
FUND BALANCE:				
Beginning of year			-	
End of year			<u>\$ -</u>	

City of Redlands
Budgetary Comparison Schedule
Asset Forfeiture Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Fines and forfeitures	\$ 217,293	\$ 217,293	\$ 12,248	\$ (205,045)
Investment income (loss)	10,000	10,000	59,569	49,569
Miscellaneous	-	-	26,394	26,394
Total revenues	<u>227,293</u>	<u>227,293</u>	<u>98,211</u>	<u>(129,082)</u>
EXPENDITURES:				
Current:				
Public safety	207,293	207,293	77,565	129,728
Capital outlay	-	-	58,124	(58,124)
Total expenditures	<u>207,293</u>	<u>207,293</u>	<u>135,689</u>	<u>71,604</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>20,000</u>	<u>20,000</u>	<u>(37,478)</u>	<u>(57,478)</u>
OTHER FINANCING SOURCES (USES):				
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>(37,478)</u>	<u>\$ (57,478)</u>
FUND BALANCE:				
Beginning of year			<u>1,901,728</u>	
End of year			<u>\$ 1,864,250</u>	

City of Redlands
Budgetary Comparison Schedule
Supplemental Law Enforcement Grant Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Intergovernmental	\$ 260,558	\$ 260,558	\$ 240,061	\$ (20,497)
Investment income (loss)	1,500	1,500	31,919	30,419
Total revenues	<u>262,058</u>	<u>262,058</u>	<u>271,980</u>	<u>9,922</u>
EXPENDITURES:				
Current:				
Public safety	260,558	260,558	240,062	20,496
Total expenditures	<u>260,558</u>	<u>260,558</u>	<u>240,062</u>	<u>20,496</u>
Net change in fund balance	<u>\$ 1,500</u>	<u>\$ 1,500</u>	31,918	<u>\$ 30,418</u>
FUND BALANCE:				
Beginning of year			<u>117,915</u>	
End of year			<u>\$ 149,833</u>	

City of Redlands
Budgetary Comparison Schedule
Park and Open Space Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Charges for services	\$ 500,000	\$ 500,000	\$ 448,667	\$ (51,333)
Investment income (loss)	-	-	128,035	128,035
Total revenues	<u>500,000</u>	<u>500,000</u>	<u>576,702</u>	<u>76,702</u>
EXPENDITURES:				
Current:				
Culture and recreation	13,500	13,500	12,237	1,263
Capital outlay	1,120,000	1,120,000	-	1,120,000
Debt service:				
Principal	68,988	68,988	68,988	-
Interest and fiscal charges	33,172	33,172	33,172	-
Total expenditures	<u>1,235,660</u>	<u>1,235,660</u>	<u>114,397</u>	<u>1,121,263</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(735,660)</u>	<u>(735,660)</u>	<u>462,305</u>	<u>1,197,965</u>
Net change in fund balance	<u>\$ (735,660)</u>	<u>\$ (735,660)</u>	<u>462,305</u>	<u>\$ 1,197,965</u>
FUND BALANCE:				
Beginning of year			<u>2,649,005</u>	
End of year			<u>\$ 3,111,310</u>	

City of Redlands
Budgetary Comparison Schedule
Arterial Street Construction Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Intergovernmental	\$ 2,150,000	\$ 2,150,000	\$ -	\$ (2,150,000)
Charges for services	220,000	220,000	297,857	77,857
Investment income (loss)	-	-	239,055	239,055
Total revenues	<u>2,370,000</u>	<u>2,370,000</u>	<u>536,912</u>	<u>(1,833,088)</u>
EXPENDITURES:				
Current:				
Highway and streets	4,400	92,269	6,863	85,406
Capital outlay	4,300,000	4,300,000	71,666	4,228,334
Total expenditures	<u>4,304,400</u>	<u>4,392,269</u>	<u>78,529</u>	<u>4,313,740</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(1,934,400)</u>	<u>(2,022,269)</u>	<u>458,383</u>	<u>2,480,652</u>
Net change in fund balance	<u>\$ (1,934,400)</u>	<u>\$ (2,022,269)</u>	<u>458,383</u>	<u>\$ 2,480,652</u>
FUND BALANCE:				
Beginning of year			<u>4,984,436</u>	
End of year			<u>\$ 5,442,819</u>	

City of Redlands
Budgetary Comparison Schedule
Traffic Signals Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Charges for services	\$ 13,000	\$ 13,000	\$ 18,146	\$ 5,146
Investment income (loss)	-	-	53,259	53,259
Total revenues	<u>13,000</u>	<u>13,000</u>	<u>71,405</u>	<u>58,405</u>
EXPENDITURES:				
Current:				
Highway and streets	260	161,930	3,238	158,692
Capital outlay	75,000	75,000	-	75,000
Total expenditures	<u>75,260</u>	<u>236,930</u>	<u>3,238</u>	<u>233,692</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(62,260)</u>	<u>(223,930)</u>	<u>68,167</u>	<u>292,097</u>
Net change in fund balance	<u>\$ (62,260)</u>	<u>\$ (223,930)</u>	<u>68,167</u>	<u>\$ 292,097</u>
FUND BALANCE:				
Beginning of year			<u>753,305</u>	
End of year			<u>\$ 821,472</u>	

City of Redlands
Budgetary Comparison Schedule
Freeway Interchanges Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Charges for services	\$ 110,000	\$ 110,000	\$ 175,584	\$ 65,584
Investment income (loss)	-	-	106,423	106,423
Miscellaneous	-	-	60,515	60,515
Total revenues	<u>110,000</u>	<u>110,000</u>	<u>342,522</u>	<u>232,522</u>
EXPENDITURES:				
Current:				
Highway and streets	2,200	62,453	19,239	43,214
Capital outlay	-	1,049,564	99,155	950,409
Total expenditures	<u>2,200</u>	<u>1,112,017</u>	<u>118,394</u>	<u>993,623</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>107,800</u>	<u>(1,002,017)</u>	<u>224,128</u>	<u>1,226,145</u>
Net change in fund balance	<u>\$ 107,800</u>	<u>\$ (1,002,017)</u>	<u>224,128</u>	<u>\$ 1,226,145</u>
FUND BALANCE:				
Beginning of year			<u>2,240,697</u>	
End of year			<u>\$ 2,464,825</u>	

City of Redlands
Budgetary Comparison Schedule
Street Lighting District #1 Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Charges for services	\$ 24,820	\$ 24,820	\$ 25,305	\$ 485
Total revenues	<u>24,820</u>	<u>24,820</u>	<u>25,305</u>	<u>485</u>
EXPENDITURES:				
Current:				
Highway and streets	35,057	35,057	12,898	22,159
Total expenditures	<u>35,057</u>	<u>35,057</u>	<u>12,898</u>	<u>22,159</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(10,237)</u>	<u>(10,237)</u>	<u>12,407</u>	<u>22,644</u>
Net change in fund balance	<u>\$ (10,237)</u>	<u>\$ (10,237)</u>	<u>12,407</u>	<u>\$ 22,644</u>
FUND BALANCE:				
Beginning of year			<u>41,596</u>	
End of year			<u>\$ 54,003</u>	

City of Redlands
Budgetary Comparison Schedule
CFD 2004-1 Assessment Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Charges for services	\$ 700,000	\$ 700,000	\$ 734,274	\$ 34,274
Investment income (loss)	-	-	10,706	10,706
Total revenues	<u>700,000</u>	<u>700,000</u>	<u>744,980</u>	<u>44,980</u>
EXPENDITURES:				
Current:				
General government	614,697	673,621	479,390	194,231
Total expenditures	<u>614,697</u>	<u>673,621</u>	<u>479,390</u>	<u>194,231</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>85,303</u>	<u>26,379</u>	<u>265,590</u>	<u>239,211</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	30,000	30,000	-	(30,000)
Transfers out	(105,000)	(105,000)	(144,400)	(39,400)
Total other financing sources (uses)	<u>(75,000)</u>	<u>(75,000)</u>	<u>(144,400)</u>	<u>(69,400)</u>
Net change in fund balance	<u>\$ 10,303</u>	<u>\$ (48,621)</u>	121,190	<u>\$ 169,811</u>
FUND BALANCE:				
Beginning of year			<u>80,284</u>	
End of year			<u>\$ 201,474</u>	

City of Redlands
Budgetary Comparison Schedule
Landscape Maintenance District Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Charges for services	\$ 29,000	\$ 29,000	\$ 28,674	\$ (326)
Total revenues	<u>29,000</u>	<u>29,000</u>	<u>28,674</u>	<u>(326)</u>
EXPENDITURES:				
Current:				
General government	55,438	65,438	51,929	13,509
Total expenditures	<u>55,438</u>	<u>65,438</u>	<u>51,929</u>	<u>13,509</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(26,438)</u>	<u>(36,438)</u>	<u>(23,255)</u>	<u>13,183</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	26,438	26,438	23,255	(3,183)
Total other financing sources (uses)	<u>26,438</u>	<u>26,438</u>	<u>23,255</u>	<u>(3,183)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ (10,000)</u>	<u>-</u>	<u>\$ 10,000</u>
FUND BALANCE:				
Beginning of year			-	
End of year			<u>\$ -</u>	

City of Redlands
Budgetary Comparison Schedule
Local Transportation Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Licenses and permits	\$ -	\$ -	\$ 9,910	\$ 9,910
Investment income (loss)	-	-	11,317	11,317
Miscellaneous	-	44,000	-	(44,000)
Total revenues	<u>-</u>	<u>44,000</u>	<u>21,227</u>	<u>(22,773)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 44,000</u>	21,227	<u>\$ (22,773)</u>
FUND BALANCE:				
Beginning of year			<u>204,033</u>	
End of year			<u>\$ 225,260</u>	

City of Redlands
Budgetary Comparison Schedule
PARIS Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Investment income (loss)	\$ 150,000	\$ 150,000	\$ (37,848)	\$ (187,848)
Miscellaneous	-	815,066	694,166	(120,900)
Total revenues	<u>150,000</u>	<u>965,066</u>	<u>656,318</u>	<u>(308,748)</u>
EXPENDITURES:				
Current:				
Highway and streets	886,133	1,031,437	1,104,354	(72,917)
Capital outlay	4,540,000	6,012,485	4,735,218	1,277,267
Total expenditures	<u>5,426,133</u>	<u>7,043,922</u>	<u>5,839,572</u>	<u>1,204,350</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(5,276,133)</u>	<u>(6,078,856)</u>	<u>(5,183,254)</u>	<u>895,602</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	6,227,059	6,227,059	6,126,668	(100,391)
Total other financing sources (uses)	<u>6,227,059</u>	<u>6,227,059</u>	<u>6,126,668</u>	<u>(100,391)</u>
Net change in fund balance	<u>\$ 950,926</u>	<u>\$ 148,203</u>	943,414	<u>\$ 795,211</u>
FUND BALANCE:				
Beginning of year			<u>2,577,701</u>	
End of year			<u>\$ 3,521,115</u>	

City of Redlands
Budgetary Comparison Schedule
Public Art Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Investment income (loss)	\$ -	\$ -	\$ 468	\$ 468
Total revenues	<u>-</u>	<u>-</u>	<u>468</u>	<u>468</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	468	<u>\$ 468</u>
FUND BALANCE:				
Beginning of year			<u>9,867</u>	
End of year			<u>\$ 10,335</u>	

City of Redlands
Budgetary Comparison Schedule
Transportation Development Act Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Intergovernmental	\$ -	\$ 1,145,296	\$ 55,596	\$ (1,089,700)
Total revenues	-	1,145,296	55,596	(1,089,700)
EXPENDITURES:				
Highway and streets	-	50,000	-	50,000
Capital outlay	-	1,086,040	49,315	1,036,725
Total expenditures	-	1,136,040	49,315	1,086,725
Net change in fund balance	\$ -	\$ 9,256	6,281	\$ (2,975)
FUND BALANCE (DEFICIT):				
Beginning of year			(9,164)	
End of year			\$ (2,883)	

City of Redlands
Budgetary Comparison Schedule
Public Facilities Development Special Revenue Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Charges for services	\$ 360,000	\$ 360,000	\$ 628,680	\$ 268,680
Total revenues	<u>360,000</u>	<u>360,000</u>	<u>628,680</u>	<u>268,680</u>
EXPENDITURES:				
Current:				
General government	7,200	10,967	12,574	(1,607)
Total expenditures	<u>7,200</u>	<u>10,967</u>	<u>12,574</u>	<u>(1,607)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>352,800</u>	<u>349,033</u>	<u>616,106</u>	<u>267,073</u>
Net change in fund balance	<u>\$ 352,800</u>	<u>\$ 349,033</u>	616,106	<u>\$ 267,073</u>
FUND BALANCE (DEFICIT):				
Beginning of year			<u>1,928,937</u>	
End of year			<u>\$ 2,545,043</u>	

City of Redlands
Budgetary Comparison Schedule
Storm Drain Capital Projects Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Charges for services	\$ 75,000	\$ 75,000	\$ 169,981	\$ 94,981
Investment income (loss)	-	-	132,090	132,090
Total revenues	<u>75,000</u>	<u>75,000</u>	<u>302,071</u>	<u>227,071</u>
EXPENDITURES:				
Current:				
General government	3,900	3,900	3,399	501
Capital outlay	70,000	70,000	-	70,000
Total expenditures	<u>73,900</u>	<u>73,900</u>	<u>3,399</u>	<u>70,501</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>1,100</u>	<u>1,100</u>	<u>298,672</u>	<u>297,572</u>
Net change in fund balance	<u>\$ 1,100</u>	<u>\$ 1,100</u>	298,672	<u>\$ 297,572</u>
FUND BALANCE:				
Beginning of year			<u>2,764,922</u>	
End of year			<u>\$ 3,063,594</u>	

City of Redlands
Budgetary Comparison Schedule
Safety Hall Replacement Capital Projects Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Investment income (loss)	\$ -	\$ -	\$ 85,109	\$ 85,109
Total revenues	-	-	85,109	85,109
EXPENDITURES:				
Current:				
General government	-	4,910,335	1,431,447	3,478,888
Capital outlay	-	10,771,610	1,479,107	9,292,503
Total expenditures	-	15,681,945	2,910,554	12,771,391
REVENUES OVER (UNDER) EXPENDITURES	-	(15,681,945)	(2,825,445)	12,856,500
OTHER FINANCING SOURCES (USES):				
Transfers in	-	3,665,921	2,905,554	(760,367)
Total other financing sources (uses)	-	3,665,921	2,905,554	(760,367)
Net change in fund balance	\$ -	\$ (12,016,024)	80,109	\$ 12,096,133
FUND BALANCE:				
Beginning of year			2,177,312	
End of year			<u>\$ 2,257,421</u>	

City of Redlands
Budgetary Comparison Schedule
General Debt Service Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Property taxes	\$ 30,000	\$ 30,000	\$ -	\$ (30,000)
Investment income (loss)	500	500	16,189	15,689
Total revenues	<u>30,500</u>	<u>30,500</u>	<u>16,189</u>	<u>(14,311)</u>
EXPENDITURES:				
Current:				
General government	5,180	5,180	5,202	(22)
Principal	200,000	200,000	200,000	-
Interest and fiscal charges	207,455	207,455	207,455	-
Total expenditures	<u>412,635</u>	<u>412,635</u>	<u>412,657</u>	<u>(22)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(382,135)</u>	<u>(382,135)</u>	<u>(396,468)</u>	<u>(14,333)</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	-	-	455,160	455,160
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>455,160</u>	<u>455,160</u>
Net change in fund balance	<u>\$ (382,135)</u>	<u>\$ (382,135)</u>	58,692	<u>\$ 440,827</u>
FUND BALANCE:				
Beginning of year			<u>579,267</u>	
End of year			<u>\$ 637,959</u>	

City of Redlands
Budgetary Comparison Schedule
Simonds Endowment Permanent Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Investment income (loss)	\$ -	\$ -	\$ 1,861	\$ 1,861
Total revenues	<u>-</u>	<u>-</u>	<u>1,861</u>	<u>1,861</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	1,861	<u>\$ 1,861</u>
FUND BALANCE:				
Beginning of year			<u>39,272</u>	
End of year			<u>\$ 41,133</u>	

City of Redlands
Budgetary Comparison Schedule
Pauline Stancliff Memorial Trust Permanent Fund
For the Year Ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable/ (Unfavorable)
	Original	Final		
REVENUES:				
Investment income (loss)	\$ -	\$ -	\$ 1,099	\$ 1,099
Total revenues	<u>-</u>	<u>-</u>	<u>1,099</u>	<u>1,099</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	1,099	<u>\$ 1,099</u>
FUND BALANCE:				
Beginning of year			<u>23,213</u>	
End of year			<u>\$ 24,312</u>	

Non-Major Enterprise Funds

Groves Fund - This fund is used to account for the farming operations of citrus groves owned by the City.

Non-Potable Water Fund - This fund is used to account for non potable water utility operations, projects, debt service costs, and impact fees of the City.

Cemetery Fund - This fund is used to account for the operations of Hillside Memorial Park Cemetery.

Aviation Fund - This fund is used to account for the operations of the Redlands Municipal Airport.

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City of Redlands
Combining Statement of Net Position
Non-Major Enterprise Funds
June 30, 2025

	Groves Fund	Non-Potable Water Fund	Cemetery Fund	Aviation Fund	Total
ASSETS					
Current assets:					
Cash and investments	\$ -	\$ 4,791,964	\$ 3,849,741	\$ -	\$ 8,641,705
Accounts receivable, net	-	92,120	206,439	17,562	316,121
Taxes receivable	-	-	-	1,061	1,061
Interest receivable	-	28,742	23,091	-	51,833
Lease receivable - due within one year	-	-	-	112,541	112,541
Due from other governments	-	57,573	-	647,635	705,208
Prepaid items	10	-	-	-	10
Total current assets	10	4,970,399	4,079,271	778,799	9,828,479
Noncurrent assets:					
Restricted cash and investments with fiscal agent	9,990	-	-	-	9,990
Lease receivable - due in more than one year	-	-	-	390,487	390,487
Capital assets:					
Non-depreciable	13,570,179	-	643,931	1,165,281	15,379,391
Depreciable, net	56,773	2,989	645,943	1,921,956	2,627,661
Total capital assets	13,626,952	2,989	1,289,874	3,087,237	18,007,052
Total noncurrent assets	13,636,942	2,989	1,289,874	3,477,724	18,407,529
Total assets	13,636,952	4,973,388	5,369,145	4,256,523	28,236,008
DEFERRED OUTFLOW OF RESOURCES					
Related to OPEB	-	-	320,636	87,215	407,851
Related to pensions	80,187	17,639	147,766	24,857	270,449
Total deferred outflow of resources	80,187	17,639	468,402	112,072	678,300
LIABILITIES					
Current liabilities:					
Accounts payable	53,734	9,684	46,014	23,867	133,299
Accrued payroll	22,219	4,991	42,288	7,455	76,953
Due to other funds	262,312	-	-	154,973	417,285
Deposits payable	-	-	1,499,645	10,768	1,510,413
Unearned revenue	-	-	-	101,462	101,462
Compensated absences - due within one year	6,221	3,160	38,217	6,632	54,230
Long-term debt - due within one year	5,218	-	29,844	-	35,062
Total current liabilities	349,704	17,835	1,656,008	305,157	2,328,704
Noncurrent liabilities:					
Advances from other funds	-	-	360,077	680,157	1,040,234
Compensated absences - due in more than one year	6,221	3,160	38,217	6,631	54,229
Long term debt - due in more than one year	-	-	67,829	-	67,829
Total OPEB liability	-	-	1,052,818	251,385	1,304,203
Net pension liability	364,780	80,241	672,203	113,077	1,230,301
Total noncurrent liabilities	371,001	83,401	2,191,144	1,051,250	3,696,796
Total liabilities	720,705	101,236	3,847,152	1,356,407	6,025,500
DEFERRED INFLOWS OF RESOURCES					
Related to leases	-	-	-	487,449	487,449
Related to OPEB	-	-	567,681	114,787	682,468
Total deferred inflows of resources	-	-	567,681	602,236	1,169,917
NET POSITION					
Net investment in capital assets	13,621,734	2,989	1,192,201	3,087,237	17,904,161
Restricted:					
Endowment - non-expendable	-	-	110,741	-	110,741
Total restricted	-	-	110,741	-	110,741
Unrestricted (deficit)	(625,300)	4,886,802	119,772	(677,285)	3,703,989
Total net position	\$ 12,996,434	\$ 4,889,791	\$ 1,422,714	\$ 2,409,952	\$ 21,718,891

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City of Redlands
Combining Statement of Revenues, Expenses, and Changes in Net Position
Non-Major Enterprise Funds
For the Year Ended June 30, 2025

	Groves Fund	Non-Potable Water Fund	Cemetery Fund	Aviation Fund	Total
OPERATING REVENUES:					
Charges for services	\$ 378,608	\$ 839,500	\$ 1,164,434	\$ 165,683	\$ 2,548,225
Miscellaneous operating revenue	14,432	-	271,493	294,854	580,779
Total operating revenues	393,040	839,500	1,435,927	460,537	3,129,004
OPERATING EXPENSES:					
Salaries and benefits	500,961	72,771	532,159	17,063	1,122,954
General and administrative	885,531	132,299	369,636	231,925	1,619,391
Parts and supplies	20,796	-	116,546	650,611	787,953
Utilities	121,448	17,166	40,911	48,679	228,204
Depreciation/amortization	31,781	5,978	86,469	221,534	345,762
Total operating expenses	1,560,517	228,214	1,145,721	1,169,812	4,104,264
OPERATING INCOME (LOSS)	(1,167,477)	611,286	290,206	(709,275)	(975,260)
NONOPERATING REVENUES (EXPENSES):					
Investment income	226	205,323	193,933	22,187	421,669
Interest expense	(63)	-	(25,038)	(32,228)	(57,329)
Property taxes	-	-	-	115,954	115,954
Operating grants	-	57,573	-	585,761	643,334
Total nonoperating revenues (expenses)	163	262,896	168,895	691,674	1,123,628
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(1,167,314)	874,182	459,101	(17,601)	148,368
CAPITAL CONTRIBUTIONS AND TRANSFERS:					
Capital contributions	-	195,984	-	-	195,984
Transfers in	224,599	-	-	-	224,599
Transfers out	-	(57,573)	-	-	(57,573)
Total capital contributions and transfers	224,599	138,411	-	-	363,010
Changes in net position	(942,715)	1,012,593	459,101	(17,601)	511,378
NET POSITION:					
Beginning of year, as restated (Note 19)	13,939,149	3,877,198	963,613	2,427,553	21,207,513
End of year	<u>\$ 12,996,434</u>	<u>\$ 4,889,791</u>	<u>\$ 1,422,714</u>	<u>\$ 2,409,952</u>	<u>\$ 21,718,891</u>

City of Redlands
Combining Statement of Cash Flows
Non-Major Enterprise Funds
For the Year Ended June 30, 2025

	Groves Fund	Non-Potable Water Fund	Cemetery Fund	Aviation Fund	Total
CASH FLOWS FROM OPERATING ACTIVITIES:					
Cash received from customers	\$ 378,608	\$ 802,495	\$ 1,260,705	\$ 231,610	\$ 2,673,418
Cash payments to suppliers for goods and services	(1,014,032)	(141,306)	(539,340)	(933,315)	(2,627,993)
Cash payments to employees for services	(342,467)	(86,251)	(596,483)	(105,762)	(1,130,963)
Receipts from other operating revenues	14,432	-	271,493	294,854	580,779
Net cash provided by (used in) operating activities	(963,459)	574,938	396,375	(512,613)	(504,759)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:					
Operating grants	-	-	-	(9,927)	(9,927)
Property taxes	-	-	-	114,996	114,996
Due to other funds	262,312	-	-	154,973	417,285
Advances from other funds	-	-	(127,790)	(27,772)	(155,562)
Transfers from other funds	224,599	-	-	-	224,599
Transfers to other funds	-	(57,573)	-	-	(57,573)
Net cash provided by (used in) noncapital financing activities	486,911	(57,573)	(127,790)	232,270	533,818
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:					
Acquisition of capital assets	-	-	(13,299)	-	(13,299)
Cash contributions received from developers	-	195,984	-	-	195,984
Principal payment of long-term debt	(6,915)	-	(66,081)	-	(72,996)
Interest paid on debt	(63)	-	(25,716)	(32,228)	(58,007)
Net cash provided by (used in) capital and related financing activities	(6,978)	195,984	(105,096)	(32,228)	51,682
CASH FLOWS FROM INVESTING ACTIVITIES:					
Investment income (loss)	2,253	192,623	185,293	23,381	403,550
Net cash provided by (used in) investing activities	2,253	192,623	185,293	23,381	403,550
Net change in cash and cash equivalents	(481,273)	905,972	348,782	(289,190)	484,291
CASH AND CASH EQUIVALENTS:					
Beginning of year	491,263	3,885,992	3,500,959	289,190	8,167,404
End of year	<u>\$ 9,990</u>	<u>\$ 4,791,964</u>	<u>\$ 3,849,741</u>	<u>\$ -</u>	<u>\$ 8,651,695</u>

(Continued)

City of Redlands
Combining Statement of Cash Flows (Continued)
Non-Major Enterprise Funds
For the Year Ended June 30, 2025

	Groves Fund	Non-Potable Water Fund	Cemetery Fund	Aviation Fund	Total
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES:					
Operating income (loss)	\$ (1,167,477)	\$ 611,286	\$ 290,206	\$ (709,275)	\$ (975,260)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:					
Depreciation/amortization	31,781	5,978	86,469	221,534	345,762
Changes in operating assets and liabilities, and deferred outflows and inflows of resources:					
Accounts receivable, net	-	(37,005)	(16,988)	(15,224)	(69,217)
Prepaid items	(10)	-	-	-	(10)
Lease receivable	-	-	20,485	110,691	131,176
Deferred outflows - OPEB related	-	-	4,559	912	5,471
Deferred outflows - pension related	(24,928)	12,244	98,198	46,774	132,288
Accounts payable	13,753	8,159	(12,247)	(2,100)	7,565
Accrued payroll	9,179	(2,136)	2,869	(2,477)	7,435
Deposits payable	-	-	113,100	(2,744)	110,356
Unearned revenue	-	-	-	85,590	85,590
Compensated absences	2,615	624	4,585	794	8,618
Total OPEB liability	-	-	92,535	18,507	111,042
Net pension liability	171,628	(24,212)	(187,547)	(137,304)	(177,435)
Deferred inflows - lease related	-	-	(20,326)	(112,386)	(132,712)
Deferred inflows - OPEB related	-	-	(79,523)	(15,905)	(95,428)
Total adjustments	204,018	(36,348)	106,169	196,662	470,501
Net cash provided by (used in) operating activities	\$ (963,459)	\$ 574,938	\$ 396,375	\$ (512,613)	\$ (504,759)

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Internal Service Funds

General Liability Self-Insurance Fund - This fund is used to account for the City's self-insured general and automobile liability programs, which are provided to all City departments and funds.

Workers' Compensation Self-Insurance Fund - This fund is used to account for the City's self-insured Workers' Compensation and General Safety Programs, which are provided to all City departments and funds.

Information Technology Fund - This fund is used to account for the general maintenance and service of all City computers and phone equipment provided to all City departments.

Equipment Maintenance Fund - This fund is used to account for providing ongoing maintenance of all City vehicles and major equipment and to account for vehicle rental services to all City departments.

Utility Billing Fund - This fund is used to account for billing services costs provided for water, sewer, and solid waste.

Payroll Clearing Fund - This fund is used to account for the City's reoccurring payroll obligations.

City of Redlands
Combining Statement of Net Position
All Internal Service Funds
June 30, 2025

	General Liability Self-Insurance Fund	Workers' Compensation Self-Insurance Fund	Information Technology Fund	Equipment Maintenance Fund
ASSETS				
Current assets:				
Cash and investments	\$ 1,823,056	\$ 5,741,125	\$ 6,274,126	\$ 8,343,048
Accounts receivable, net	577	-	4,783	-
Interest receivable	10,935	34,436	37,633	50,042
Prepaid items	-	300	44,016	-
Inventories	-	-	-	343,262
Total current assets	1,834,568	5,775,861	6,360,558	8,736,352
Noncurrent assets:				
Capital assets:				
Non-depreciable	-	-	669,105	-
Depreciable, net	-	-	824,205	272,044
Total capital assets	-	-	1,493,310	272,044
Total noncurrent assets	-	-	1,493,310	272,044
Total assets	1,834,568	5,775,861	7,853,868	9,008,396
DEFERRED OUTFLOW OF RESOURCES				
Related to OPEB	87,215	87,215	904,257	408,955
Related to pensions	61,389	188,943	619,189	146,897
Total deferred outflow of resources	148,604	276,158	1,523,446	555,852
LIABILITIES				
Current liabilities:				
Accounts payable	369,814	-	271,284	1,033,674
Accrued payroll	15,172	42,106	142,329	57,932
Compensated absences - due within one year	12,484	32,385	157,517	68,270
Claims payable - due within one year	3,200,671	6,725,719	-	-
Long-term debt - due within one year	-	-	22,125	10,741
Total current liabilities	3,598,141	6,800,210	593,255	1,170,617
Noncurrent liabilities:				
Compensated absences - due in more than one year	12,484	32,384	157,517	68,269
Claims payable - due in more than one year	3,200,670	6,725,719	-	-
Long term debt - due in more than one year	-	-	74,983	33,973
Total OPEB liability	330,440	240,493	3,084,265	1,733,357
Net pension liability	279,265	859,522	2,816,760	668,251
Total noncurrent liabilities	3,822,859	7,858,118	6,133,525	2,503,850
Total liabilities	7,421,000	14,658,328	6,726,780	3,674,467
DEFERRED INFLOWS OF RESOURCES				
Related to OPEB	114,787	114,787	1,679,461	528,356
Total deferred inflows of resources	114,787	114,787	1,679,461	528,356
NET POSITION				
Net Investment in capital assets	-	-	1,493,310	272,044
Unrestricted (deficit)	(5,552,615)	(8,721,096)	(522,237)	5,089,381
Total net position (deficit)	\$ (5,552,615)	\$ (8,721,096)	\$ 971,073	\$ 5,361,425

City of Redlands
Combining Statement of Net Position (Continued)
All Internal Service Funds
June 30, 2025

	Utility Billing Fund	Payroll Clearing Fund	Total
ASSETS			
Current assets:			
Cash and investments	\$ 2,176,274	\$ 683,803	\$ 25,041,432
Accounts receivable, net	3,758	1,347	10,465
Interest receivable	13,053	-	146,099
Prepaid items	-	-	44,316
Inventories	-	-	343,262
Total current assets	<u>2,193,085</u>	<u>685,150</u>	<u>25,585,574</u>
Noncurrent assets:			
Capital assets:			
Non-depreciable	-	-	669,105
Depreciable, net	29,487	-	1,125,736
Total capital assets	<u>29,487</u>	<u>-</u>	<u>1,794,841</u>
Total noncurrent assets	<u>29,487</u>	<u>-</u>	<u>1,794,841</u>
Total assets	<u>2,222,572</u>	<u>685,150</u>	<u>27,380,415</u>
DEFERRED OUTFLOW OF RESOURCES			
Related to OPEB	970,665	-	2,458,307
Related to pensions	422,595	-	1,439,013
Total deferred outflow of resources	<u>1,393,260</u>	<u>-</u>	<u>3,897,320</u>
LIABILITIES			
Current liabilities:			
Accounts payable	11,107	1,641	1,687,520
Accrued payroll	100,033	610,608	968,180
Compensated absences - due within one year	125,805	-	396,461
Claims payable - due within one year	-	-	9,926,390
Long-term debt - due within one year	-	-	32,866
Total current liabilities	<u>236,945</u>	<u>612,249</u>	<u>13,011,417</u>
Noncurrent liabilities:			
Compensated absences - due in more than one year	125,804	-	396,458
Claims payable - due in more than one year	-	-	9,926,389
Long term debt - due in more than one year	-	-	108,956
Total OPEB liability	2,973,387	-	8,361,942
Net pension liability	1,922,432	-	6,546,230
Total noncurrent liabilities	<u>5,021,623</u>	<u>-</u>	<u>25,339,975</u>
Total liabilities	<u>5,258,568</u>	<u>612,249</u>	<u>38,351,392</u>
DEFERRED INFLOWS OF RESOURCES			
Related to OPEB	1,560,743	-	3,998,134
Total deferred inflows of resources	<u>1,560,743</u>	<u>-</u>	<u>3,998,134</u>
NET POSITION			
Net Investment in capital assets	29,487	-	1,794,841
Unrestricted (deficit)	(3,232,966)	72,901	(12,866,632)
Total net position (deficit)	<u>\$ (3,203,479)</u>	<u>\$ 72,901</u>	<u>\$ (11,071,791)</u>

City of Redlands
Combining Statement of Revenues, Expenses, and Changes in Net Position
All Internal Service Funds
For the Year Ended June 30, 2025

	General Liability Self-Insurance Fund	Workers' Compensation Self-Insurance Fund	Information Technology Fund	Equipment Maintenance Fund
OPERATING REVENUES:				
Charges for services	\$ -	\$ 3,341,585	\$ 4,500,000	\$ 10,304,446
Miscellaneous operating revenue	668,308	1,075	44,841	245,522
Total operating revenues	668,308	3,342,660	4,544,841	10,549,968
OPERATING EXPENSES:				
Salaries and benefits	231,865	880,134	2,889,252	477,564
General and administrative	9,549,230	4,165,187	2,196,974	1,196,819
Parts and supplies	753	7,143	713,264	6,399,410
Utilities	1,233	-	401,845	5,329
Depreciation/amortization	-	-	479,616	76,044
Total operating expenses	9,783,081	5,052,464	6,680,951	8,155,166
OPERATING INCOME (LOSS)	(9,114,773)	(1,709,804)	(2,136,110)	2,394,802
NONOPERATING REVENUES (EXPENSES):				
Investment income (loss)	(225,666)	248,102	348,250	330,964
Interest expense	-	-	(1,667)	(1,240)
Total nonoperating revenues (expenses)	(225,666)	248,102	346,583	329,724
INCOME (LOSS) BEFORE TRANSFERS	(9,340,439)	(1,461,702)	(1,789,527)	2,724,526
TRANSFERS:				
Transfers in	7,518,434	-	350,000	-
Transfers out	-	-	-	-
Total transfers	7,518,434	-	350,000	-
Changes in net position	(1,822,005)	(1,461,702)	(1,439,527)	2,724,526
NET POSITION (DEFICIT):				
Beginning of year, as restated (Note 19)	(3,730,610)	(7,259,394)	2,410,600	2,636,899
End of year	<u>\$ (5,552,615)</u>	<u>\$ (8,721,096)</u>	<u>\$ 971,073</u>	<u>\$ 5,361,425</u>

(Continued)

City of Redlands
Combining Statement of Revenues, Expenses, and Changes in Net Position (Continued)
All Internal Service Funds
For the Year Ended June 30, 2025

	Utility Billing Fund	Payroll Clearing Fund	Total
OPERATING REVENUES:			
Charges for services	\$ 1,458,494	\$ 455,160	\$ 20,059,685
Miscellaneous operating revenue	64,458	-	1,024,204
Total operating revenues	1,522,952	455,160	21,083,889
OPERATING EXPENSES:			
Salaries and benefits	1,957,058	-	6,435,873
General and administrative	1,111,780	-	18,219,990
Parts and supplies	11,249	-	7,131,819
Utilities	-	-	408,407
Depreciation/amortization	19,658	-	575,318
Total operating expenses	3,099,745	-	32,771,407
OPERATING INCOME (LOSS)	(1,576,793)	455,160	(11,687,518)
NONOPERATING REVENUES (EXPENSES):			
Investment income (loss)	727,079	-	1,428,729
Interest expense	-	-	(2,907)
Total nonoperating revenues (expenses)	727,079	-	1,425,822
INCOME (LOSS) BEFORE TRANSFERS	(849,714)	455,160	(10,261,696)
TRANSFERS:			
Transfers in	-	-	7,868,434
Transfers out	-	(455,160)	(455,160)
Total transfers	-	(455,160)	7,413,274
Changes in net position	(849,714)	-	(2,848,422)
NET POSITION (DEFICIT):			
Beginning of year, as restated (Note 19)	(2,353,765)	72,901	(8,223,369)
End of year	<u>\$ (3,203,479)</u>	<u>\$ 72,901</u>	<u>\$ (11,071,791)</u>

(Concluded)

City of Redlands
Combining Statement of Cash Flows
All Internal Service Funds
For the Year Ended June 30, 2025

	General Liability Self-Insurance Fund	Workers' Compensation Self-Insurance Fund	Information Technology Fund	Equipment Maintenance Fund
CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received from customers	\$ 740,201	\$ 3,341,585	\$ 4,495,217	\$ 10,361,680
Cash payments to suppliers for goods and services	(7,329,148)	(1,754,114)	(3,068,103)	(7,787,355)
Cash payments to employees for services	(287,731)	(895,682)	(2,389,640)	(748,369)
Receipts from other operating activities	668,308	1,075	44,841	245,522
Net cash provided by (used in) operating activities	(6,208,370)	692,864	(917,685)	2,071,478
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Transfers from other funds	7,518,434	-	350,000	-
Transfers to other funds	-	-	-	-
Net cash provided by (used in) noncapital financing activities	7,518,434	-	350,000	-
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Acquisition of capital assets	-	-	(1,184,115)	(104,057)
Principal payment of long-term debt	-	-	(79,765)	(14,723)
Interest paid on debt	-	-	(1,667)	(1,240)
Net cash (used in) capital and related financing activities	-	-	(1,265,547)	(120,020)
CASH FLOWS FROM INVESTING ACTIVITIES:				
Investment income (loss)	(233,520)	233,541	342,667	306,041
Net cash provided by (used in) investing activities	(233,520)	233,541	342,667	306,041
Net change in cash and cash equivalents	1,076,544	926,405	(1,490,565)	2,257,499
CASH AND CASH EQUIVALENTS:				
Beginning of year	746,512	4,814,720	7,764,691	6,085,549
End of year	<u>\$ 1,823,056</u>	<u>\$ 5,741,125</u>	<u>\$ 6,274,126</u>	<u>\$ 8,343,048</u>

(Continued)

City of Redlands
Combining Statement of Cash Flows (Continued)
All Internal Service Funds
For the Year Ended June 30, 2025

	General Liability Self-Insurance Fund	Workers' Compensation Self-Insurance Fund	Information Technology Fund	Equipment Maintenance Fund
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES:				
Operating income (loss)	\$ (9,114,773)	\$ (1,709,804)	\$ (2,136,110)	\$ 2,394,802
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:				
Depreciation/amortization	-	-	479,616	76,044
Changes in operating assets and liabilities, and deferred outflows and inflows of resources:				
Accounts receivable, net	740,201	-	(4,783)	57,234
Prepaid items	398	(300)	154,665	764
Inventories	-	-	-	(238,846)
Deferred outflows - OPEB related	912	912	15,499	7,294
Deferred outflows -pension related	49,406	93,083	94,905	182,699
Accounts payable	220,881	-	89,315	52,285
Accrued payroll	(2,917)	8,064	6,018	(3,534)
Compensated absences	2,143	6,072	18,251	5,745
Claims payable	2,000,789	2,418,516	-	-
Total OPEB liability	18,507	18,507	314,621	148,057
Net pension liability	(108,012)	(126,281)	320,696	(483,829)
Deferred inflows - OPEB related	(15,905)	(15,905)	(270,378)	(127,237)
Total adjustments	<u>2,906,403</u>	<u>2,402,668</u>	<u>1,218,425</u>	<u>(323,324)</u>
Net cash provided by (used in) operating activities	<u>\$ (6,208,370)</u>	<u>\$ 692,864</u>	<u>\$ (917,685)</u>	<u>\$ 2,071,478</u>
NONCASH FINANCING AND INVESTING ACTIVITIES:				
Inception of finance purchase/lease/subscription agreement	\$ -	\$ -	\$ 121,829	\$ -
Total noncash capital and related financing activities	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 121,829</u>	<u>\$ -</u>

(Continued)

City of Redlands
Combining Statement of Cash Flows (Continued)
All Internal Service Funds
For the Year Ended June 30, 2025

	Utility Billing Fund	Payroll Clearing Fund	Total
CASH FLOWS FROM OPERATING ACTIVITIES:			
Cash received from customers	\$ 1,458,482	\$ 453,813	\$ 20,850,978
Cash payments to suppliers for goods and services	(1,123,878)	28,089	(21,034,509)
Cash payments to employees for services	(1,633,850)	28,027	(5,927,245)
Receipts from other operating activities	64,458	-	1,024,204
Net cash provided by (used in) operating activities	(1,234,788)	509,929	(5,086,572)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:			
Transfers from other funds	-	-	7,868,434
Transfers to other funds	-	(455,160)	(455,160)
Net cash provided by (used in) noncapital financing activities	-	(455,160)	7,413,274
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:			
Acquisition of capital assets	-	-	(1,288,172)
Principal payment of long-term debt	-	-	(94,488)
Interest paid on debt	-	-	(2,907)
Net cash (used in) capital and related financing activities	-	-	(1,385,567)
CASH FLOWS FROM INVESTING ACTIVITIES:			
Investment income (loss)	725,114	-	1,373,843
Net cash provided by (used in) investing activities	725,114	-	1,373,843
Net change in cash and cash equivalents	(509,674)	54,769	2,314,978
CASH AND CASH EQUIVALENTS:			
Beginning of year	2,685,948	629,034	22,726,454
End of year	<u>\$ 2,176,274</u>	<u>\$ 683,803</u>	<u>\$ 25,041,432</u>

(Continued)

City of Redlands
Combining Statement of Cash Flows (Continued)
All Internal Service Funds
For the Year Ended June 30, 2025

	Utility Billing Fund	Payroll Clearing Fund	Total
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES:			
Operating income (loss)	\$ (1,576,793)	\$ 455,160	\$ (11,687,518)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:			
Depreciation/amortization	19,658	-	575,318
Changes in operating assets and liabilities, and deferred outflows and inflows of resources:			
Accounts receivable, net	(12)	(1,347)	791,293
Prepaid items	-	32,207	187,734
Inventories	-	-	(238,846)
Deferred outflows - OPEB related	14,587	-	39,204
Deferred outflows -pension related	83,636	-	503,729
Accounts payable	(849)	(4,118)	357,514
Accrued payroll	17,697	28,027	53,355
Compensated absences	12,708	-	44,919
Claims payable	-	-	4,419,305
Total OPEB liability	296,114	-	795,806
Net pension liability	152,940	-	(244,486)
Deferred inflows - OPEB related	(254,474)	-	(683,899)
Total adjustments	<u>342,005</u>	<u>54,769</u>	<u>6,600,946</u>
Net cash provided by (used in) operating activities	<u><u>\$ (1,234,788)</u></u>	<u><u>\$ 509,929</u></u>	<u><u>\$ (5,086,572)</u></u>
NONCASH FINANCING AND INVESTING ACTIVITIES:			
Inception of finance purchase/lease/subscription agreement	\$ -	\$ -	\$ 121,829
Total noncash capital and related financing activities	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 121,829</u></u>

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**STATISTICAL SECTION
(UNAUDITED)**

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CITY OF REDLANDS - STATISTICAL SECTION

This part of the City of Redlands's annual comprehensive financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

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Financial Trends - These schedules contain trend information to help the reader understand how the City of Ridgecrest's financial performance and well being have changed over time.

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Sources: Unless otherwise noted, the information in these schedules is derived from the City's annual comprehensive financial reports for the relevant year

City of Redlands
Schedule 1
Net Position by Component
Last Ten Fiscal Years (accrual basis of accounting)

	Fiscal Years				
	2025	2024	2023	2022	2021
Governmental activities					
Net investment in capital assets,	\$ 648,293,673	\$ 629,390,358	\$ 590,288,015	\$ 537,558,597	\$ 481,259,666
Restricted	30,679,680	26,403,823	13,385,123	11,326,983	14,059,449
Unrestricted (deficit)	<u>(113,289,589)</u>	<u>(97,862,236)</u>	<u>(88,121,189)</u>	<u>(114,273,699)</u>	<u>(143,979,153)</u>
Total governmental activities net position	<u>\$ 565,683,764</u>	<u>\$ 557,931,945</u>	<u>\$ 515,551,949</u>	<u>\$ 434,611,881</u>	<u>\$ 351,339,962</u>
Business type activities					
Net investment in capital assets	\$ 210,045,627	\$ 196,064,177	\$ 190,475,232	\$ 183,665,229	\$ 167,349,714
Restricted	19,767,256	19,763,252	16,677,323	16,677,323	18,031,654
Unrestricted	<u>7,103,718</u>	<u>8,113,449</u>	<u>18,287,832</u>	<u>20,522,584</u>	<u>25,405,456</u>
Total business type activities net position	<u>\$ 236,916,601</u>	<u>\$ 223,940,878</u>	<u>\$ 225,440,387</u>	<u>\$ 220,865,136</u>	<u>\$ 210,786,824</u>
Primary government					
Net investment in capital assets	\$ 858,339,300	\$ 825,454,535	\$ 780,763,247	\$ 721,223,826	\$ 648,609,380
Restricted	50,446,936	46,167,075	30,062,446	28,004,306	32,091,103
Unrestricted (deficit)	<u>(106,185,871)</u>	<u>(89,748,787)</u>	<u>(69,833,357)</u>	<u>(93,751,115)</u>	<u>(118,573,697)</u>
Total primary government net position	<u>\$ 802,600,365</u>	<u>\$ 781,872,823</u>	<u>\$ 740,992,336</u>	<u>\$ 655,477,017</u>	<u>\$ 562,126,786</u>

NOTE:

- (1) The City of Redlands implemented GASB 75 for the fiscal year ended June 30, 2018.
The Unrestricted Net Position was affected adversely by this Statement in order to reflect unamortized OPEB Liability.
It is anticipated that GASB 75 will expose this fund balance category to more fluctuations in the future as a result of immediate recognition of certain items (e.g. plan changes).
- (2) Beginning in FY 2019, the City changed its methodology to account for Right of Way. This adversely affected net position, causing a restatement of assets. More information is provided in Management's Discussion and Analysis.
- (3) In FY 2020 the significant variance in net position invested in capital assets for Governmental Activities is due to a large increase in the amount of right-of-way added as well as a significant increase in the assigned value based on the City's revised valuation methodology. More information is available in Management's Discussion and Analysis.

City of Redlands
Schedule 1
Net Position by Component (Continued)
Last Ten Fiscal Years (accrual basis of accounting)

	Fiscal Years				
	2020	2019	2018	2017	2016
Governmental activities					
Net investment in capital assets	\$ 473,042,917	\$ 443,551,078	\$ 655,044,577	\$ 642,109,428	\$ 622,119,006
Restricted	17,346,674	15,676,686	20,499,351	11,100,669	15,258,535
Unrestricted (deficit)	<u>(154,157,129)</u>	<u>(148,411,538)</u>	<u>(148,371,437)</u>	<u>(93,361,330)</u>	<u>(81,795,361)</u>
Total governmental activities net position	<u>\$ 336,232,462</u>	<u>\$ 310,816,226</u>	<u>\$ 527,172,491</u>	<u>\$ 559,848,767</u>	<u>\$ 555,582,180</u>
Business type activities					
Net investment in capital assets	\$ 165,453,760	\$ 150,997,528	\$ 150,228,905	\$ 149,771,777	\$ 163,565,980
Restricted	23,794,167	26,162,608	17,516,341	17,399,398	3,702,600
Unrestricted	<u>10,901,482</u>	<u>6,544,230</u>	<u>117,617</u>	<u>12,757,392</u>	<u>13,253,120</u>
Total business type activities net position	<u>\$ 200,149,409</u>	<u>\$ 183,704,366</u>	<u>\$ 167,862,863</u>	<u>\$ 179,928,567</u>	<u>\$ 180,521,700</u>
Primary government					
Net investment in capital assets	\$ 638,496,677	\$ 594,548,606	\$ 805,273,482	\$ 791,881,205	\$ 785,684,986
Restricted	41,140,841	41,839,294	38,015,692	28,500,067	18,961,135
Unrestricted (deficit)	<u>(143,255,647)</u>	<u>(141,867,308)</u>	<u>(148,253,820)</u>	<u>(80,603,938)</u>	<u>(68,542,241)</u>
Total primary government net position	<u>\$ 536,381,871</u>	<u>\$ 494,520,592</u>	<u>\$ 695,035,354</u>	<u>\$ 739,777,334</u>	<u>\$ 736,103,880</u>

NOTE:

- (1) The City of Redlands implemented GASB 75 for the fiscal year ended June 30, 2018. The Unrestricted Net Position was affected adversely by this Statement in order to reflect unamortized OPEB Liability. It is anticipated that GASB 75 will expose this fund balance category to more fluctuations in the future as a result of immediate recognition of certain items (e.g. plan changes).
- (2) Beginning in FY 2019, the City changed its methodology to account for Right of Way. This adversely affected net position, causing a restatement of assets. More information is provided in Management's Discussion and Analysis.
- (3) In FY 2020, the significant variance in net position invested in capital assets for Governmental Activities is due to a large increase in the amount of right-of-way added as well as a significant increase in the assigned value based on the City's revised valuation methodology. More information is available in Management's Discussion and Analysis.

City of Redlands
Schedule 2
Changes in Net Position
Last Ten Fiscal Years (accrual basis of accounting)

	Fiscal Years				
	2025	2024	2023	2022	2021
Expenses					
Governmental activities:					
General government	\$ 42,523,409	\$ 42,250,996	\$ 28,913,048	\$ 26,157,407	\$ 18,717,217
Public safety	83,895,046	70,359,582	48,272,159	61,325,651	57,395,655
Culture and recreation	10,439,921	9,900,700	9,123,335	6,902,767	4,250,967
Highway and streets	13,578,992	13,911,149	12,081,743	9,754,750	11,057,940
Library	6,009,854	4,068,345	3,557,350	2,754,340	2,792,316
Interest and fiscal charges	819,129	679,186	792,780	738,561	888,750
Total governmental activities expenses	157,266,351	141,169,958	102,740,415	107,633,477	95,102,845
Business type activities:					
Water	33,200,910	30,614,235	26,729,160	26,535,646	23,411,564
Disposal	17,794,049	22,954,172	17,755,193	15,637,376	15,026,409
Wastewater (Sewer)	15,228,817	16,143,743	13,554,178	11,764,304	12,077,904
Groves	1,560,580	1,507,349	1,880,763	1,146,879	991,602
Non-Potable Water	228,214	581,877	563,123	956,768	677,088
Cemetery	1,170,759	1,399,130	1,441,652	958,443	1,119,999
Aviation	1,202,040	789,821	819,188	715,647	582,770
Total business type activities expenses	70,385,369	73,990,327	62,743,257	57,715,063	53,887,336
Total primary government expenses	\$ 227,651,720	\$ 215,160,285	\$ 165,483,672	\$ 165,348,540	\$ 148,990,181
Program Revenues					
Governmental activities:					
Charges for services:					
General government	\$ 16,977,454	\$ 16,010,783	\$ 15,681,682	\$ 15,368,391	\$ 13,967,066
Public safety	805,711	965,128	932,542	744,389	669,155
Culture and recreation	612,736	641,939	421,867	748,377	261,090
Highway and streets	387,015	375,497	332,187	355,465	350,025
Library	4,980	20,721	83,541	118,701	418,298
Operating grants and contributions	9,966,621	14,227,777	5,158,328	4,223,681	3,941,740
Capital grants and contributions	24,818,977	38,207,775	53,471,990	28,433,466	11,372,774
Total governmental activities program revenues	53,573,494	70,449,620	76,082,137	49,992,470	30,980,148
Business type activities:					
Charges for services:					
Water	30,527,328	27,009,859	27,080,827	30,131,495	31,217,602
Disposal	22,361,903	20,764,912	20,313,945	21,066,272	19,009,933
Wastewater (Sewer)	13,757,797	13,144,186	12,465,052	11,998,633	10,124,426
Groves	378,608	845,420	1,681,761	863,303	684,782
Non-Potable Water	839,500	553,827	618,839	641,340	629,395
Cemetery	1,164,434	947,465	986,715	1,139,982	1,258,104
Aviation	165,683	152,175	136,727	135,480	125,857
Operating grants and contributions	3,497,291	114,117	385,895	631,695	20,125
Capital grants and contributions	6,357,779	3,867,244	4,010,635	6,134,627	2,840,765
Total business type activities program revenues	79,050,323	67,399,205	67,680,396	72,742,827	65,910,989
Total primary government program revenues	\$ 132,623,817	\$ 137,848,825	\$ 143,762,533	\$ 122,735,297	\$ 96,891,137
Net (Expense)/Revenue					
Governmental activities	(103,692,857)	(70,720,338)	(26,658,278)	(57,641,007)	(64,122,697)
Business type activities	8,664,954	(6,591,122)	4,937,139	15,027,764	12,023,653
Total primary government net expense	\$ (95,027,903)	\$ (77,311,460)	\$ (21,721,139)	\$ (42,613,243)	\$ (52,099,044)

City of Redlands
Schedule 2
Changes in Net Position (Continued)
Last Ten Fiscal Years (accrual basis of accounting)

	Fiscal Years				
	2020 ³	2019 ²	2018 ¹	2017	2016
Expenses					
Governmental activities:					
General government	\$ 16,211,056	\$ 16,210,304	\$ 12,394,000	\$ 14,391,456	\$ 16,235,478
Public protection	57,656,302	53,095,381	32,240,549	43,263,363	42,097,211
Culture and recreation	5,227,381	4,783,803	4,748,841	4,086,880	3,542,242
Highway and streets	4,060,779	10,183,231	12,854,490	11,271,259	15,594,075
Library	2,921,245	2,537,698	2,000,613	2,304,552	2,023,972
Interest and fiscal charges	994,894	683,446	834,297	936,132	1,123,871
Total governmental activities expenses	<u>87,071,657</u>	<u>87,493,863</u>	<u>65,072,790</u>	<u>76,253,642</u>	<u>80,616,849</u>
Business type activities:					
Water	22,719,142	20,857,656	20,369,100	20,514,340	21,635,151
Disposal	15,194,462	16,162,875	12,877,703	12,274,583	12,172,640
Wastewater (Sewer)	11,242,914	9,926,236	8,851,848	8,979,254	8,956,871
Groves	845,498	849,678	788,554	742,740	841,529
Non-Potable Water	249,911	116,759	125,323	434,912	81,152
Cemetery	1,049,876	936,535	861,109	75,761	1,304,891
Aviation	637,012	617,285	466,972	785,348	609,088
Total business type activities expenses	<u>51,938,815</u>	<u>49,467,024</u>	<u>44,340,609</u>	<u>43,806,938</u>	<u>45,601,322</u>
Total primary government expenses	<u>\$ 139,010,472</u>	<u>\$ 136,960,887</u>	<u>\$ 109,413,399</u>	<u>\$ 120,060,580</u>	<u>\$ 126,218,171</u>
Program Revenues					
Governmental activities:					
Charges for services:					
General government	\$ 11,482,417	\$ 11,151,187	\$ 10,811,937	\$ 10,144,231	\$ 9,270,657
Public safety	1,769,514	2,711,769	3,076,343	2,696,810	3,403,559
Culture and recreation	291,801	310,780	303,222	719,642	286,315
Highway and streets	2,311,254	2,322,468	1,895,996	1,361,187	1,205,141
Library	120,623	131,338	131,408	125,052	33,098
Operating grants and contributions	2,995,658	1,867,228	4,469,962	2,911,259	5,596,864
Capital grants and contributions	32,104,508	7,083,735	4,533,292	2,257,370	1,346,021
Total governmental activities program revenues	<u>51,075,775</u>	<u>25,578,505</u>	<u>25,222,160</u>	<u>20,215,551</u>	<u>21,141,655</u>
Business type activities:					
Charges for services:					
Water	28,014,723	28,053,989	27,030,979	22,479,655	18,873,106
Disposal	18,566,965	17,159,911	15,110,821	13,657,953	13,504,267
Wastewater (Sewer)	10,154,451	10,229,449	9,611,197	9,340,274	9,531,484
Groves	481,632	930,738	741,397	700,334	507,914
Non-Potable Water	484,262	528,296	638,313	83,905	508,556
Cemetery	926,398	555,256	745,347	514,015	461,997
Aviation	133,262	120,087	127,233	575,846	15,214
Operating grants and contributions	55,371	56,555	-	-	-
Capital grants and contributions	6,800,041	5,450,817	347,871	816,777	392,189
Total business type activities program revenues	<u>65,617,105</u>	<u>63,085,098</u>	<u>54,353,158</u>	<u>48,168,759</u>	<u>43,794,727</u>
Total primary government program revenues	<u>\$ 116,692,880</u>	<u>\$ 88,663,603</u>	<u>\$ 79,575,318</u>	<u>\$ 68,384,310</u>	<u>\$ 64,936,382</u>
Net (Expense)/Revenue					
Governmental activities	(35,995,882)	(61,915,358)	(39,850,630)	(56,038,091)	(59,475,194)
Business type activities	13,678,290	13,618,074	10,012,549	4,361,821	(1,806,595)
Total primary government net expense	<u>\$ (22,317,592)</u>	<u>\$ (48,297,284)</u>	<u>\$ (29,838,081)</u>	<u>\$ (51,676,270)</u>	<u>\$ (61,281,789)</u>

City of Redlands
Schedule 2
Changes in Net Position (Continued)
Last Ten Fiscal Years (accrual basis of accounting)

	Fiscal Years				
	2025	2024	2023	2022	2021
General Revenues and Other Changes in Net Position					
Governmental activities:					
Taxes					
Property taxes	\$ 45,991,007	\$ 42,883,738	\$ 40,372,312	\$ 37,769,495	\$ 35,722,886
Sales and taxes	47,088,618	47,629,644	48,632,853	48,232,171	26,541,469
Franchises taxes	2,685,573	4,471,469	4,487,821	2,625,852	2,379,571
Other taxes	2,744,184	2,676,553	3,109,696	2,706,919	2,462,019
Investment income (loss)	9,605,154	9,235,054	2,757,278	(1,546,892)	282,836
Intergovernmental (unrestricted)	1,341,917	852,762	572,685	1,308,520	1,455,573
Miscellaneous revenue	2,634,249	2,523,968	4,734,390	1,689,391	3,064,706
Transfers	2,925,235	2,827,146	2,742,192	48,127,470	3,660,469
Total governmental activities	115,015,937	113,100,334	107,409,227	140,912,926	75,569,529
Business type activities:					
Property taxes	115,954	104,411	96,621	73,337	79,616
Investment income (loss)	5,418,312	5,841,165	1,123,030	(2,746,746)	557,392
Miscellaneous revenue	2,698,968	1,973,183	1,107,435	1,208,057	1,637,223
Gain on sale of capital assets	-	-	-	44,643,370	-
Transfers	(2,925,235)	(2,827,146)	(2,742,192)	(48,127,470)	(3,660,469)
Total business type activities	5,307,999	5,091,613	(415,106)	(4,949,452)	(1,386,238)
Total primary government	\$ 120,323,936	\$ 118,191,947	\$ 106,994,121	\$ 135,963,474	\$ 74,183,291
Change in Net Position					
Governmental activities	\$ 11,323,080	\$ 42,379,996	\$ 80,750,949	\$ 83,271,919	\$ 11,446,832
Business type activities	13,972,953	(1,499,509)	4,522,033	10,078,312	10,637,415
Total primary government	\$ 25,296,033	\$ 40,880,487	\$ 85,272,982	\$ 93,350,231	\$ 22,084,247

NOTE:

- (1) The City of Redlands implemented GASB 75 for the fiscal year ended June 30, 2018.
The Unrestricted Net Position was affected adversely by this Statement in order to reflect unamortized OPEB Liability.
It is anticipated that GASB 75 will expose this fund balance category to more fluctuations in the future as a result of immediate recognition of certain items (e.g. plan changes).
- (2) Beginning in FY 2019, the City changed its methodology to account for Right of Way. This adversely affected net position, causing a restatement of assets. More information is provided in Management's Discussion and Analysis.
- (3) The significant variance in the change in net position for Governmental Activities is due to a large decrease in the prior year 'to account for a revised right-of-way valuation methodology that had an adverse affect on net position, followed by a significant 'increase in right-of-way value added. More information is available in Management's Discussion and Analysis.

City of Redlands
Schedule 2
Changes in Net Position (Continued)
Last Ten Fiscal Years (accrual basis of accounting)

	Fiscal Years				
	2020 ³	2019 ²	2018 ¹	2017	2016
General Revenues and Other Changes in Net Position					
Governmental activities:					
Taxes					
Property taxes	\$ 33,743,135	\$ 31,833,632	\$ 30,067,473	\$ 28,173,741	\$ 26,424,395
Sales and taxes	17,510,274	18,838,445	17,177,492	16,843,090	18,344,596
Franchises taxes	2,369,348	2,221,789	3,224,053	3,035,317	3,079,571
Other taxes	2,031,015	2,061,674	1,907,344	1,977,985	1,792,527
Investment income (loss)	1,869,008	2,421,036	206,304	212,991	800,889
Intergovernmental (unrestricted)	167,157	187,586	195,866	196,602	234,787
Miscellaneous revenue	1,865,686	1,498,562	1,689,135	7,331,734	1,105,258
Transfers	1,856,495	2,943,934	8,243,110	2,500,914	4,486,199
Total governmental activities	61,412,118	62,006,658	62,710,777	60,272,374	56,268,222
Business type activities:					
Property taxes	81,098	85,928	66,263	40,199	38,109
Investment income (loss)	3,214,540	3,310,733	509,882	500,783	1,335,997
Miscellaneous revenue	1,327,610	1,770,702	2,457,912	4,627,943	2,911,966
Gain on sale of capital assets	-	-	-	-	-
Transfers	(1,856,495)	(2,943,934)	(8,243,110)	(2,500,914)	(4,486,199)
Total business type activities	2,766,753	2,223,429	(5,209,053)	2,668,011	(200,127)
Total primary government	\$ 64,178,871	\$ 64,230,087	\$ 57,501,724	\$ 62,940,385	\$ 56,068,095
Change in Net Position					
Governmental activities	\$ 25,416,236	\$ 91,300	\$ 22,860,147	\$ 4,234,283	\$ (3,206,972)
Business type activities	16,445,043	15,841,503	4,803,496	7,029,832	(2,006,722)
Total primary government	\$ 41,861,279	\$ 15,932,803	\$ 27,663,643	\$ 11,264,115	\$ (5,213,694)

NOTE:

- (1) The City of Redlands implemented GASB 75 for the fiscal year ended June 30, 2018.
The Unrestricted Net Position was affected adversely by this Statement in order to reflect unamortized OPEB Liability.
It is anticipated that GASB 75 will expose this fund balance category to more fluctuations in the future as a result of immediate recognition of certain items (e.g. plan changes).
- (2) Beginning in FY 2019, the City changed its methodology to account for Right of Way. This adversely affected net position, causing a restatement of assets. More information is provided in Management's Discussion and Analysis.
- (3) The significant variance in the change in net position for Governmental Activities is due to a large decrease in the prior year 'to account for a revised right-of-way valuation methodology that had an adverse affect on net position, followed by a significant 'increase in right-of-way value added. More information is available in Management's Discussion and Analysis.

City of Redlands
Schedule 3
Fund Balances of Governmental Funds
Last Ten Fiscal Years (modified accrual basis of accounting)

	Fiscal Years				
	2025	2024	2023	2022	2021
General fund					
Nonspendable	\$ 982,016	\$ 3,513,932	\$ 8,214,591	\$ 8,369,652	\$ 8,327,781
Restricted	1,792,296	1,333,444	1,260,683	1,157,866	1,076,656
Committed	13,479,646	12,232,036	12,492,698	12,663,905	11,863,318
Assigned	34,705,113	33,591,308	35,700,799	31,734,961	4,188,185
Unassigned	63,374,540	60,505,969	53,289,070	39,513,840	29,877,229
Total general fund	<u>114,333,611</u>	<u>111,176,689</u>	<u>110,957,841</u>	<u>93,440,224</u>	<u>55,333,169</u>
All other governmental funds					
Nonspendable	253,569	293,319	574,827	43,400	30,200
Restricted	28,381,732	24,458,555	11,961,583	9,980,754	13,024,622
Committed	-	-	11,893,350	11,409,016	10,748,915
Assigned	2,257,421	2,764,922	2,325,558	2,560,682	2,742,004
Unassigned (deficit)	(1,032,521)	(240,244)	(8,448,957)	(6,610,754)	(7,558,978)
Total all other governmental funds	<u>29,860,201</u>	<u>27,276,552</u>	<u>18,306,361</u>	<u>17,383,098</u>	<u>18,986,763</u>
TOTAL FUND BALANCES	<u><u>\$ 144,193,812</u></u>	<u><u>\$ 138,453,241</u></u>	<u><u>\$ 129,264,202</u></u>	<u><u>\$ 110,823,322</u></u>	<u><u>\$ 74,319,932</u></u>

(1) The City passed a one-cent sales tax which added significant revenue over budget forecasts, additionally \$7.1 million in unspent appropriations were carried over to the following fiscal year. Lastly the City implemented GASB 84 to recognize special deposits from another fund in the General Fund as committed fund balance in FY 2022.

City of Redlands
Schedule 3
Fund Balances of Governmental Funds (Continued)
Last Ten Fiscal Years (modified accrual basis of accounting)

	Fiscal Years				
	2020	2019	2018	2017	2016
General fund					
Nonspendable	\$ 8,469,766	\$ 8,707,654	\$ 8,734,646	\$ 8,517,994	\$ 8,324,472
Restricted	1,058,540	1,104,848	1,057,918	-	-
Committed	8,285,676	8,285,676	8,285,676	8,122,332	8,122,332
Assigned	3,901,788	3,894,566	4,063,636	2,130,916	2,267,840
Unassigned	19,000,734	17,654,773	13,592,754	13,927,733	13,454,147
Total general fund	<u>40,716,504</u>	<u>116,098,651</u>	<u>35,734,630</u>	<u>32,698,975</u>	<u>32,168,791</u>
All other governmental funds					
Nonspendable	104,242	123,682	123,661	2,539,567	-
Restricted	16,266,437	14,541,638	19,321,372	9,563,703	15,258,535
Committed	11,048,266	9,738,292	8,441,919	8,013,248	7,212,199
Assigned	1,463,122	1,480,036	1,204,854	3,419,978	-
Unassigned (deficit)	(7,740,144)	(8,548,572)	(8,761,721)	(10,470,797)	(9,553,680)
Total all other governmental funds	<u>21,141,923</u>	<u>17,335,076</u>	<u>20,330,085</u>	<u>13,065,699</u>	<u>12,917,054</u>
TOTAL FUND BALANCES	<u><u>\$ 61,858,427</u></u>	<u><u>\$ 133,433,727</u></u>	<u><u>\$ 56,064,715</u></u>	<u><u>\$ 45,764,674</u></u>	<u><u>\$ 45,085,845</u></u>

(1) The City passed a one-cent sales tax which added significant revenue over budget forecasts, additionally \$7.1 million in unspent appropriations were carried over to the following fiscal year. Lastly the City implemented GASB 84 to recognize special deposits from another fund in the General Fund as committed fund balance in FY 2022.

City of Redlands
Schedule 4
Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years (modified accrual basis of accounting)

	Fiscal Years				
	2025	2024	2023	2022 ²	2021
Revenues					
Taxes	\$ 98,509,382	\$ 97,661,404	\$ 97,890,204	\$ 92,468,816	\$ 68,307,527
Licenses and permits	9,790,300	9,238,592	8,862,824	8,122,570	7,579,479
Intergovernmental	16,677,734	21,998,289	11,470,217	8,748,788	7,520,076
Charges for services	12,044,699	11,662,388	12,139,614	15,275,610	9,853,495
Use of money and property	6,864,263	6,916,285	482,019	(3,135,140)	248,353
Other miscellaneous	3,098,455	2,207,763	2,468,702	1,577,070	1,712,985
Total revenues	<u>146,984,833</u>	<u>149,684,721</u>	<u>133,313,580</u>	<u>123,057,714</u>	<u>95,221,915</u>
Expenditures					
Current:					
General government	33,800,693	36,952,522	25,336,594	23,345,899	16,897,961
Public safety	65,521,210	60,359,083	54,055,313	50,048,806	50,208,365
Culture and recreation	8,945,542	7,956,878	7,405,824	5,346,330	3,154,163
Highway and streets	6,559,980	6,513,304	5,851,214	4,491,032	4,657,068
Library	5,407,455	3,580,553	3,125,090	2,601,164	2,426,448
Capital outlay	16,377,379	23,894,085	14,328,396	47,887,675	11,067,756
Debt service:					
Principal	1,464,653	3,907,790	2,545,598	2,061,323	1,708,629
Interest and fiscal charges	778,289	630,463	851,968	612,391	488,363
Total expenditures	<u>138,855,201</u>	<u>143,794,678</u>	<u>113,499,997</u>	<u>136,394,620</u>	<u>90,608,753</u>
Excess of revenues over (under) expenditures	<u>8,129,632</u>	<u>5,890,043</u>	<u>19,813,583</u>	<u>(13,336,906)</u>	<u>4,613,162</u>
Other financing sources (uses)					
Proceeds from sale of property	-	-	-	-	1,425,889
Inception of finance purchase agreement	-	3,668,445	-	3,275,547	362,413
Inception of lease liability	2,098,978	2,546,260	384,011	196,119	-
Transfers in	17,059,494	23,060,757	11,455,770	69,860,227	14,158,728
Transfers out	(21,547,533)	(25,976,466)	(13,212,484)	(23,491,596)	(11,759,357)
Total other financing sources (uses)	<u>(2,389,061)</u>	<u>3,298,996</u>	<u>(1,372,703)</u>	<u>49,840,297</u>	<u>4,187,673</u>
Net change in fund balances	<u>\$ 5,740,571</u>	<u>\$ 9,189,039</u>	<u>\$ 18,440,880</u>	<u>\$ 36,503,391</u>	<u>\$ 8,800,835</u>
Restatements	\$ -	\$ -	\$ -	\$ -	\$ 3,660,669
Debt service as a percentage of non-capital expenditures ¹	1.8%	3.8%	3.4%	3.0%	2.8%

NOTE:

¹ Calculated by dividing the sum of principal and interest by noncapital expenditures which are total expenditures less

a) capital outlay (to extent capitalized for the government-wide statements of net position); and

b) expenditures for capitalized assets contained within the functional expenditure categories.

² The City's tax revenue was bolstered by the passage of a new one-cent local sales tax and a favorable tax reallocation from its Amazon fulfillment center.

City of Redlands
Schedule 4
Changes in Fund Balances of Governmental Funds (Continued)
Last Ten Fiscal Years (modified accrual basis of accounting)

	Fiscal Years				
	2020	2019	2018	2017	2016
Revenues					
Taxes	\$ 57,080,368	\$ 56,188,843	\$ 53,608,771	\$ 51,196,332	\$ 49,641,089
Licenses and permits	9,786,703	9,363,446	8,249,522	8,482,996	7,321,567
Intergovernmental	5,052,310	4,290,382	4,029,164	4,266,267	3,637,854
Charges for services	9,659,518	9,912,278	8,100,020	7,484,890	7,469,738
Use of money and property	1,659,740	1,823,854	185,610	191,541	717,504
Other miscellaneous	2,846,580	1,930,916	4,866,979	3,958,621	3,785,796
Total revenues	<u>86,085,219</u>	<u>83,509,719</u>	<u>79,040,066</u>	<u>75,580,647</u>	<u>72,573,548</u>
Expenditures					
Current:					
General government	14,842,765	14,702,684	12,830,680	12,351,772	12,915,590
Public safety	48,554,670	45,514,084	45,246,205	42,755,811	40,337,356
Culture and recreation	3,244,432	3,286,739	2,870,721	2,611,210	2,481,223
Highway and streets	6,998,840	6,565,573	7,033,817	5,695,084	5,034,090
Library	2,464,463	2,158,580	1,989,717	1,942,607	1,909,442
Capital outlay	4,819,364	10,307,277	6,132,826	15,476,158	11,481,823
Debt service:					
Principal	1,477,188	2,688,630	3,043,767	3,115,653	3,947,223
Interest and fiscal charges	548,472	665,241	812,002	976,711	1,158,384
Total expenditures	<u>82,950,194</u>	<u>85,888,808</u>	<u>79,959,735</u>	<u>84,925,006</u>	<u>79,265,131</u>
Excess of revenues over (under) expenditures	<u>3,135,025</u>	<u>(2,379,089)</u>	<u>(919,669)</u>	<u>(9,344,359)</u>	<u>(6,691,583)</u>
Other financing sources (uses)					
Proceeds from sale of property	89,657	252,613	1,975,203	6,272,810	311,189
Inception of finance purchase agreement	-	-	-	-	-
Inception of lease liability	-	-	-	-	-
Transfers in	12,557,880	16,569,439	19,326,814	15,430,085	15,911,839
Transfers out	(10,906,728)	(13,525,085)	(9,788,204)	(11,558,209)	(9,720,247)
Total other financing sources (uses)	<u>1,740,809</u>	<u>3,296,967</u>	<u>11,513,813</u>	<u>10,144,686</u>	<u>6,502,781</u>
Net change in fund balances	<u>\$ 4,875,834</u>	<u>\$ 917,878</u>	<u>\$ 10,594,144</u>	<u>\$ 800,327</u>	<u>\$ (188,802)</u>
Restatements	\$ -	\$ -	\$ -	\$ -	\$ -
Debt service as a percentage of non-capital expenditures ¹	2.6%	4.4%	5.2%	5.9%	7.5%

NOTE:

¹ Calculated by dividing the sum of principal and interest by noncapital expenditures which are total expenditures less

a) capital outlay (to extent capitalized for the government-wide statements of net position); and

b) expenditures for capitalized assets contained within the functional expenditure categories.

² The City's tax revenue was bolstered by the passage of a new one-cent local sales tax and a favorable tax reallocation from its Amazon fulfillment center.

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City of Redlands
Schedule 5
Assessed Value and Estimated Actual Value of Taxable Property
Last Ten Fiscal Years
(In Thousands)

Fiscal Year Ended June 30	Secured	Unsecured	Less: Exemptions	Taxable Assessed Value	Total Direct Tax Rate
2025	\$ 13,838,506	\$ 444,573	\$ (67,949)	\$ 14,215,130	0.19836
2024	12,812,282	410,488	(68,251)	13,154,519	0.21758
2023	11,786,415	339,774	(70,106)	12,056,083	0.21821
2022	11,148,507	342,259	(72,875)	11,417,891	0.21869
2021	10,700,129	358,630	(73,396)	10,985,363	0.21864
2020	10,187,750	361,653	(74,204)	10,475,199	0.21874
2019	9,564,308	387,527	(74,744)	9,877,091	0.21877
2018	9,090,915	328,121	(76,265)	9,342,771	0.21877
2017	8,616,414	309,224	(76,808)	8,848,830	0.21877
2016	8,112,897	337,359	(74,030)	8,376,226	0.21877

NOTE:

In 1978, the voters of the State of California passed Proposition 13, which limited property taxes to a total minimum rate of 1%, based upon the assessed value of the property being taxed. Each year, the assessed value of property may be increased by an "inflation factor" (limited to a maximum increase of 2%). With few exceptions, property is only re-assessed at the time that it is sold to a new owner. At that point, the new assessed value is re-assessed at the purchase price of the property sold. The assessed valuation data shown above represents the only data currently available, with respect to the actual market value of taxable property, and is subject to the limitations described above.

With the approval of ABX1 26, the State eliminated Redevelopment from the State of California for the Fiscal Year 2012/13 and years thereafter.

Source: San Bernardino County Assessor (via HdL, Coren & Cone)
California Municipal Statistics, Inc.
San Bernardino County Auditor-Controller - Property Tax Division

City of Redlands
Schedule 6
Assessed Value and Estimated Actual Value of Taxable Property by Major Type
Last Ten Fiscal Years
(In Thousands)

CATEGORY	Fiscal Years				
	2025	2024	2023	2022	2021
Residential	\$ 9,022,227	\$ 8,504,880	\$ 7,877,964	\$ 7,407,486	\$ 7,072,365
Commercial	1,571,666	1,488,548	1,387,866	1,299,726	1,253,237
Industrial	1,812,308	1,723,267	1,444,607	1,361,167	1,326,479
Government	7,209	7,068	6,929	15,553	2,883
Institutional	22,280	21,037	22,473	21,841	20,405
Irrigated	31,880	27,649	29,799	25,897	27,275
Miscellaneous	58,335	60,190	45,389	36,104	37,025
Recreational	33,266	49,504	48,611	55,431	51,028
Vacant Land	323,153	276,303	264,095	270,853	222,964
SBE Nonunitary	926,251	626,016	634,683	654,449	686,469
Unsecured	474,504	438,308	363,771	360,182	358,629
Unknown	-	-	-	-	-
Total Assessed Value	\$ 14,283,079	\$ 13,222,770	\$ 12,126,187	\$ 11,508,689	\$ 11,058,759
Less: Exemptions	(67,949)	(68,251)	(70,106)	(72,875)	(73,396)
Taxable Assessed Value	\$ 14,215,130	\$ 13,154,519	\$ 12,056,081	\$ 11,435,814	\$ 10,985,363
Total Direct Rate	0.19836	0.21758	0.21821	0.21755	0.21718

NOTES:

Exempt values are not included in Total.

In 1978 the voters of the State of California passed Proposition 13 which limited taxes to a total maximum rate of 1%, based upon the assessed value of the property being taxed. Each year, the assessed value of property may be increased by an "inflation factor" (limited to a maximum of 2%). With few exceptions, property is only reassessed as a result of new construction activity or at the time it is sold to a new owner. At that point, the property is reassessed based upon the added value of the construction or at the purchase price (market value) or economic value of the property sold. The assessed valuation data shown above represents the only data currently available with respect to the actual market value of taxable property and is subject to the limitations described above.

Source: San Bernardino County Assessor (via HdL, Coren & Cone)

City of Redlands
Schedule 6
Assessed Value and Estimated Actual Value of Taxable Property by Major Type (Continued)
Last Ten Fiscal Years
(In Thousands)

CATEGORY	Fiscal Years				
	2020	2019	2018	2017	2016
Residential	\$ 6,708,893	\$ 6,246,593	\$ 5,935,215	\$ 5,643,230	\$ 5,355,614
Commercial	1,176,203	1,085,468	1,040,344	988,145	959,063
Industrial	1,253,275	1,201,011	1,160,879	1,035,053	790,087
Government	576	548	522	513	505
Institutional	18,506	18,463	17,188	16,293	16,172
Irrigated	28,199	26,136	26,471	26,750	26,691
Miscellaneous	33,513	39,302	27,016	26,495	23,785
Recreational	50,098	49,887	49,678	32,808	32,520
Vacant Land	232,018	199,973	200,329	209,375	277,305
SBE Nonunitary	686,469	696,927	633,273	637,752	631,155
Unsecured	361,653	387,527	328,121	309,224	337,359
Unknown	-	-	-	-	-
Total Assessed Value	\$ 10,549,403	\$ 9,951,835	\$ 9,419,036	\$ 8,925,638	\$ 8,450,256
Less: Exemptions	(74,204)	(74,744)	(76,265)	(76,808)	(74,030)
Taxable Assessed Value	\$ 10,475,199	\$ 9,877,091	\$ 9,342,771	\$ 8,848,830	\$ 8,376,226
Total Direct Rate	0.21732	0.21877	0.21877	0.21877	0.21877

City of Redlands
Schedule 7
Direct and Overlapping Property Tax Rates
Last Ten Fiscal Years

	Fiscal Year				
	2025	2024	2023	2022	2021
City Share of Basic Levy (1)	0.21878	0.21878	0.21878	0.21878	0.21878
Overlapping Rates: (2)					
County General Fund	0.14600	0.14600	0.14600	0.14600	0.14600
County Superintendent	0.00501	0.00501	0.00750	0.00740	0.00740
Inland Empire Joint Resource Conservation District	0.00050	0.00050	0.00050	0.00050	0.00050
Educational Revenue Augmentation Fund	0.22110	0.22110	0.22110	0.22110	0.22110
Flood Control Zone 3	0.02560	0.02560	0.02560	0.02560	0.02560
Flood Control Admin 3-6	0.00088	0.00088	0.00088	0.00088	0.00088
Redlands Unified	0.30160	0.30160	0.30160	0.30160	0.30160
San Bernardino Community College	0.05130	0.05130	0.05130	0.05130	0.05130
San Bernardino Valley Municipal Water	0.02640	0.02640	0.02630	0.02640	0.02640
San Bernardino Valley Water Conservation District	0.00044	0.00044	0.00044	0.00044	0.00044
Superintendent - Physically Handicapped	0.00197	0.00197	-	-	-
Superintendent - Development Center	0.00052	0.00052	-	-	-
Total Proposition 13 Rate	<u>1.00000</u>	<u>1.00000</u>	<u>1.00000</u>	<u>1.00000</u>	<u>1.00000</u>
Redlands Debt Service	-	-	-	-	-
Redlands Unified	0.02770	0.03160	0.02790	0.06620	0.03600
San Bernardino Community College	0.03700	0.04520	0.04500	0.05340	0.06510
San Bernardino Unified	0.09360	0.06880	0.08780	0.10890	0.10340
San Bernardino Valley Municipal Water	0.11000	0.12000	0.13000	0.13000	0.14250
Total Voter Approved Rate	<u>0.26830</u>	<u>0.26560</u>	<u>0.29070</u>	<u>0.35850</u>	<u>0.34700</u>
Total Direct and Overlapping Rate	<u>1.26830</u>	<u>1.26560</u>	<u>1.29070</u>	<u>1.35850</u>	<u>1.34700</u>
City Share of 1% Levy Per Prop 13 (3)	0.21878	0.21878	0.21878	0.21878	0.21878
Redlands Debt Service				-	-
City Direct Rate (4)	0.19836	0.21758	0.21821	0.21755	0.21718

NOTES:

(1) In 1978, California voters passed Proposition 13, which sets the property tax rate at a 1.00% fixed amount. This 1.00% is shared by all taxing agencies in which the subject property resides. In addition to the 1.00% fixed amount, property owners are charged taxes as a percentage of assessed property values for the payment of various voter approved items.

(2) Overlapping rates are those of local and county governments that apply to property owners within the City. Not all overlapping rates apply to all city property owners.

(3) City's Share of 1% Levy is based on the City's share of the general fund tax rate area with the largest net taxable value within the city. ERAF general fund tax shifts may not be included in tax ratio figures.

(4) Because basic and debt rates vary by tax rate area, individual rates cannot be summed. Total Direct Rate is the weighted average of all individual direct rates applied by the government preparing the statistical section.

Source: San Bernardino County Assessor (via HdL, Coren & Cone)

City of Redlands
Schedule 7
Direct and Overlapping Property Tax Rates (Continued)
Last Ten Fiscal Years

	Fiscal Year				
	2020	2019	2018	2017	2016
City Share of Basic Levy (1)	0.21878	0.21878	0.21878	0.21878	0.21878
Overlapping Rates: (2)					
County General Fund	0.14600	0.14600	0.14600	0.14600	0.14600
County Superintendent	0.00750	0.00750	0.00750	0.00750	0.00750
Inland Empire Joint Resource Conservation District	0.00050	0.00050	0.00050	0.00050	0.00050
Educational Revenue Augmentation Fund	0.22110	0.22110	0.22110	0.22110	0.22110
Flood Control Zone 3	0.02560	0.02560	0.02560	0.02560	0.02560
Flood Control Zone 8	0.00088	0.00088	0.00088	0.00088	0.00088
Redlands Unified	0.30160	0.30160	0.30160	0.30160	0.30160
San Bernardino Community College	0.05130	0.05130	0.05130	0.05130	0.05130
San Bernardino Valley Municipal Water	0.02630	0.02630	0.02630	0.02630	0.02630
San Bernardino Valley Water Conservation District	0.00044	0.00044	0.00044	0.00044	0.00044
Superintendent - Physically Handicapped	-	-	-	-	-
Superintendent - Development Center	-	-	-	-	-
Total Proposition 13 Rate	<u>1.00000</u>	<u>1.00000</u>	<u>1.00000</u>	<u>1.00000</u>	<u>1.00000</u>
Redlands Debt Service	-	-	-	-	-
Redlands Unified	0.03390	0.03240	0.04940	0.05240	0.05670
San Bernardino Community College	0.05620	0.04070	0.03760	0.03500	0.04030
San Bernardino Unified	0.09690	0.11260	0.10070	0.07950	0.11820
San Bernardino Valley Municipal Water	0.14250	0.15250	0.15250	0.16250	0.16250
Total Voter Approved Rate	<u>0.32950</u>	<u>0.33820</u>	<u>0.34020</u>	<u>0.32940</u>	<u>0.37770</u>
Total Direct and Overlapping Rate	<u><u>1.32950</u></u>	<u><u>1.33820</u></u>	<u><u>1.34020</u></u>	<u><u>1.32940</u></u>	<u><u>1.37770</u></u>
City Share of 1% Levy Per Prop 13 (3)	0.21878	0.21878	0.21878	0.21878	0.21878
Redlands Debt Service	-	-	-	-	-
City Direct Rate (4)	0.21732	0.21877	0.21877	0.21877	0.21877

NOTES:

(1) In 1978, California voters passed Proposition 13, which sets the property tax rate at a 1.00% fixed amount. This 1.00% is shared by all taxing agencies in which the subject property resides. In addition to the 1.00% fixed amount, property owners are charged taxes as a percentage of assessed property values for the payment of various voter approved items.

(2) Overlapping rates are those of local and county governments that apply to property owners within the City. Not all overlapping rates apply to all city property owners.

(3) City's Share of 1% Levy is based on the City's share of the general fund tax rate area with the largest net taxable value within the city. ERAF general fund tax shifts may not be included in tax ratio figures.

(4) Because basic and debt rates vary by tax rate area, individual rates cannot be summed. Total Direct Rate is the weighted average of all individual direct rates applied by the government preparing the statistical section.

Source: San Bernardino County Assessor (via HdL, Coren & Cone)

City of Redlands
Schedule 8
Top Ten Principal Property Taxpayers
Fiscal Year 2025 and Nine Years Prior
(in Thousands)

Taxpayer	2025		2016	
	Taxable Assessed Value	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Percentage of Total Taxable Assessed Value
Southern California Edison Company	\$ 924,119	6.50%	\$ 630,821	7.53%
Prologis LP / Prologis CA II LP	217,519	1.53%	84,633	1.01%
Duke Realty LP*	208,438	1.47%	42,009	0.50%
Redlands Owner LP*	171,666	1.21%	-	-
NYS New LLC*	151,294	1.06%	83,082	0.99%
PVT Apartments SPE LLC	142,830	1.00%	-	-
Ashley Furniture Industries*	117,013	0.82%	-	-
BCI-OEF Redlands DC LP	114,516	0.81%	-	-
Venue at Orange LLC*	104,612	0.74%		
AMB Institutional Alliance Fund III	98,476	0.69%	83,576	1.00%
Teachers Insurance and Annuity Assoc.				-
2301 W. San Bernardino Ave Invest Group			56,367	0.67%
BRE Piper/Parkview Terrace Assoc. LLC			84,214	1.01%
CLPF - Redlands Business Center			44,349	0.53%
ROC II California Redlands LLC			64,188	0.77%
PACGWL LLC			41,003	0.49%
Top Ten Total	\$ 2,250,483	15.83%	\$ 1,214,242	14.50%
City Total Net Taxable Assessed Value	\$ 14,215,130		\$ 8,376,226	

* Pending appeals on parcels

Source: San Bernardino County Assessor (via HdL, Coren & Cone)

City of Redlands
Schedule 9
Property Tax Levies and Collections ¹
Last Ten Fiscal Years

Fiscal Year Ended June 30	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of Levy ²		Subsequent Years Collections of Prior Years	Total Collections to Date ²	
		Amount	Percent of Levy		Amount	Percent of Levy
2025	\$ 59,008,938	\$ 58,755,200	99.57%	\$ 507,708	\$ 59,262,908	100.43%
2024	54,132,817	53,937,939	99.64%	997,801	54,935,740	101.48%
2023	49,559,611	49,351,461	99.58%	651,627	50,003,088	100.89%
2022	49,347,531	49,204,423	99.71%	691,484	49,895,907	101.11%
2021	46,298,808	46,048,794	99.46%	615,108	46,663,902	100.79%
2020	42,472,462	42,173,456	99.30%	524,343	42,697,799	100.53%
2019	41,184,840	40,950,087	99.43%	571,918	41,522,005	100.82%
2018	35,648,742	35,417,025	99.35%	585,973	36,002,998	100.99%
2017	33,814,971	33,547,833	99.21%	561,371	34,109,204	100.87%
2016	31,245,233	31,220,237	99.92%	593,784	31,814,021	101.82%

NOTE:

¹ The amounts presented include only City property tax revenues. Prior to the dissolution of redevelopment in 2012, these amounts included Redevelopment Agency tax increment and related pass-through payments to other agencies. Following the dissolution, the City no longer receives redevelopment tax increment. Instead, the City now receives a residual distribution from the Redevelopment Property Tax Trust Fund (RPTTF), which is included in the City's property tax revenues.

² Subsequent years' collections of prior-year levies may include delinquent tax payments from multiple prior fiscal years. While the San Bernardino County Auditor-Controller/Treasurer/Tax Collector system now allows identification of payment vintage by levy year, the schedule presented here aggregates all prior-year collections for simplicity and does not segregate them by specific prior years.

Source: City of Redlands, San Bernardino County Auditor-Controller/Treasurer/Tax Collector

City of Redlands
Schedule 10
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

Fiscal Year Ended June 30	Governmental Activities			Total Governmental Activities
	Taxable Pension Bonds	Certificates of Participation	Notes / Leases / SBITAs Payable	
2025	\$ 4,309,904	\$ -	\$ 8,647,465	\$ 12,957,369
2024	4,469,940	-	7,785,799	12,255,739
2023	4,607,478	-	5,376,102	9,983,580
2022	6,172,956	-	5,739,328	11,912,284
2021	7,591,783	-	2,147,431	9,739,214
2020	8,869,341	-	2,148,647	11,017,988
2019	10,015,991	-	2,033,734	12,049,725
2018	12,452,070	-	2,207,364	14,659,434
2017	14,596,411	643,006	2,376,131	17,615,548
2016	16,581,841	1,466,010	2,656,784	20,704,635

NOTE:

Details regarding the City's outstanding debt can be found in the notes to the financial statements.

Source: City of Redlands

City of Redlands
Schedule 10
Ratios of Outstanding Debt by Type (Continued)
Last Ten Fiscal Years

Fiscal Year Ended June 30	Business-type Activities					Total Primary Government	Percentage of Personal Income	Debt Per Capita
	Water Revenue Bonds	Wastewater Revenue Bonds	Solid Waste Revenue Bonds	Notes / Leases / SBITAs Payable	Total Business-type Activities			
2025	\$ -	\$ -	\$ -	\$ 13,076,271	\$ 13,076,271	\$ 26,033,640	0.75%	354
2024	-	-	-	13,558,549	13,558,549	25,814,288	0.70%	355
2023	-	-	1,660,000	13,461,929	15,121,929	25,105,509	0.81%	343
2022	-	-	3,408,353	14,644,928	18,053,281	29,965,565	1.05%	409
2021	-	-	5,091,347	15,514,242	20,605,589	30,344,803	1.16%	426
2020	-	-	6,704,343	16,784,165	23,488,508	34,506,496	1.20%	486
2019	-	-	8,247,337	18,129,060	26,376,397	38,426,122	1.54%	542
2018	-	-	9,720,331	19,440,040	29,160,371	43,819,805	1.76%	618
2017	-	990,000	11,138,322	20,929,311	33,057,633	50,673,181	2.31%	732
2016	-	2,021,443	12,506,313	18,819,314	33,347,070	54,051,705	2.41%	774
2015	1,195,000	3,024,098	13,834,309	16,429,544	34,482,951	34,482,951	2.63%	847

City of Redlands
Schedule 11
Ratio of General Bonded Debt Outstanding
Last Ten Fiscal Years
(In Thousands, except Per Capita)

Fiscal Year Ended June 30	Outstanding General Bonded Debt			Accumulated Resources to Repay Principal	Net General Bonded Debt	Percent of Assessed Value ¹	Per Capita
	Taxable Pension Bonds	Certificates of Participation	Total				
2025	\$ 4,310	\$ -	\$ 4,310	\$ 215	\$ 4,095	0.03%	\$ 56
2024	4,470	-	4,470	200	4,270	0.03%	59
2023	4,607	-	4,607	185	4,422	0.04%	61
2022	6,173	-	6,173	1,620	4,553	0.04%	62
2021	7,592	-	7,592	1,480	6,112	0.06%	86
2020	8,869	-	8,869	1,520	7,349	0.08%	104
2019	10,016	-	10,016	1,383	8,633	0.10%	122
2018	12,452	-	12,452	2,575	9,877	0.13%	139
2017	14,596	643	15,239	2,416	12,823	0.17%	185
2016	16,582	1,466	18,048	2,265	15,783	0.21%	232

NOTE:

General bonded debt is debt payable with governmental fund resources and general obligation bonds recorded in enterprise funds (of which, the City has none).

As a result of the dissolution of the redevelopment agency in 2012, the outstanding \$30,150,000 indebtedness of the former redevelopment agency was transferred to the Successor Agency. As of 6/30/2023, that indebtedness has been fully satisfied.

¹ Assessed value has been used because the actual value of taxable property is not readily available in the State of California.

City of Redlands
Schedule 12
Direct and Overlapping Governmental Activities Debt
As of June 30, 2025

Net Taxable 2024-2025 Assessed Valuation	\$	14,215,130	
	Percentage Applicable ¹	Outstanding Debt 06/30/25	Estimated Share of Overlapping Debt
<u>Overlapping Tax and Assessment Debt:</u>			
San Bernardino Community College District	13.044%	\$ 880,363,439	\$ 114,834,607
Redlands Unified School District	56.864%	142,943,512	81,283,399
San Bernardino City Unified School District	0.037%	299,021,967	110,638
City of Redlands Community Facilities District No. 2001-1	100.000%	1,345,000	1,345,000
City of Redlands Community Facilities District No. 2003-1	100.000%	6,015,000	6,015,000
Total Overlapping Tax and Assessment Debt		1,329,688,918	203,588,644
<u>Overlapping General Fund Debt:</u>			
San Bernardino County General Fund Obligations	4.152%	100,765,000	4,183,763
San Bernardino County Flood Control District General Fund Obligations	4.152%	37,295,000	1,548,488
San Bernardino City Unified School District (Certificates of Participation)	0.037%	149,245,000	55,221
Redlands Unified School District (Certificates of Participation)	56.864%	21,210,000	12,060,854
Yucaipa-Calimesa Joint Unified School District (Certificates of Participation)	0.688%	42,562,540	292,830
Total Overlapping General Fund Debt		351,077,540	18,141,157
<u>Overlapping Tax Increment Debt (Successor Agencies)</u>			
San Bernardino County Inland Valley Tax Allocation Bonds	5.470%	209,565,000	11,463,206
Total Overlapping Tax Increment Debt		209,565,000	11,463,206
Total Gross Overlapping General Fund Debt		560,642,540	29,604,362
Total Gross Overlapping Debt			233,193,006
<u>Direct General Fund Debt:</u>			
City of Redlands Pension Obligations	100.000%	4,309,904	4,309,904
Total Direct General Fund Debt			4,309,904
<u>Direct Loan/Capital Lease Debt:</u>			
I-Bank Sports Park Lease	100.000%	1,018,576	1,018,576
Finance Purchase Agreements and Leases Payable	100.000%	3,547,198	3,547,198
Lease Liability	100.000%	3,984,583	3,984,583
Subscription Liability	100.000%	97,108	97,108
Total Direct General Fund Debt		\$ 8,647,465	8,647,465
Total Direct Debt			\$ 12,957,369
Combined Total Direct and Overlapping Debt ²			\$ 246,150,375

¹ The overlapping district's assessed valuation located within the City is divided by the total assessed valuation of the overlapping district. That percentage is multiplied by the total debt outstanding for the overlapping district resulting in the City's share of debt.

² Excludes tax and revenue anticipation notes, enterprise revenue, and mortgage revenue.

Ratios to 2024-25 Assessed Valuation:

Total Overlapping Tax and Assessment Debt	1.44%
Total Direct Debt (\$4,317,402)	0.03%
Combined Total Debt	1.69%

Ratios to Redevelopment Successor Agencies Incremental Valuation (\$2,075,927,196)

Total Overlapping Tax Increment Debt	0.72%
--------------------------------------	-------

Sources: Nuemo / MuniServices LLC

California Municipal Statistics, Inc.

This report reflects debt which is being repaid through voter-approved tax indebtedness. It excludes mortgage revenue, tax allocation bonds, interim financing obligations, non-bonded capital lease obligations, and certificates of participation, unless provided by the City of Redlands.

Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City of Redlands. The percentage of overlapping debt applicable is estimated by using taxable assessed values. Applicable percentages were estimated by determining the portion of another governmental unit's taxable assessed value that is within the City of Redlands boundaries and dividing it by each unit's total taxable assessed value.

**City of Redlands
Schedule 13
Legal Debt Margin Information
Last Ten Fiscal Years
(In Thousands)**

Legal Debt Margin Calculation	Fiscal Year				
	2025	2024	2023	2022	2021
Assessed valuation	\$ 14,215,130	\$ 13,154,519	\$ 12,056,083	\$ 11,435,815	\$ 10,985,363
Conversion percentage	25%	25%	25%	25%	25%
Adjusted assessed valuation	3,553,783	3,288,630	3,014,021	2,858,954	2,746,341
Debt limit percentage	15%	15%	15%	15%	15%
Debt limit	533,067	493,294	452,103	428,843	411,951
Total net debt applicable to limit: General obligation bonds	-	-	-	-	-
Legal debt margin	<u>\$ 533,067</u>	<u>\$ 493,294</u>	<u>\$ 452,103</u>	<u>\$ 428,843</u>	<u>\$ 411,951</u>
Total debt applicable to the limit as a percentage of debt limit	0.00%	0.00%	0.00%	0.00%	0.00%

NOTE:

The Government Code of the State of California provides for a legal debt limit of 15% of gross assessed valuation. However, this provision was enacted when assessed valuation was based upon 25% of market value. Effective with the 1981-82 fiscal year, each parcel is now assessed at 100% of market value (as of the most recent change in ownership for that parcel). The computations shown above reflect a conversion of assessed valuation data for each fiscal year from the current full valuation perspective to the 25% level that was in effect at the time that the legal debt margin was enacted by the State of California for local governments located within the state.

Source: San Bernardino County Assessor (via HdL, Coren & Cone)
City of Redlands
California Municipal Statistics, Inc.

City of Redlands
Schedule 13
Legal Debt Margin Information (Continued)
Last Ten Fiscal Years
(In Thousands)

Legal Debt Margin Calculation	Fiscal Year				
	2020	2019	2018	2017	2016
	\$ 10,475,200	\$ 9,877,091	\$ 9,342,770	\$ 8,925,638	\$ 8,450,257
Conversion percentage	25%	25%	25%	25%	25%
	2,618,800	2,469,273	2,335,693	2,231,409	2,112,564
Debt limit percentage	15%	15%	15%	15%	15%
Debt limit	392,820	370,391	350,354	334,711	316,885
Total net debt applicable to limit: General obligation bonds	-	-	-	-	-
Legal debt margin	<u>\$ 392,820</u>	<u>\$ 370,391</u>	<u>\$ 350,354</u>	<u>\$ 334,711</u>	<u>\$ 316,885</u>
Total debt applicable to the limit as a percentage of debt limit	0.00%	0.00%	0.00%	0.00%	0.00%

City of Redlands
Schedule 14
Pledged Revenue Coverage
Last Ten Fiscal Years

Water Revenue Bonds						
Fiscal Year Ended June 30	Water Revenue	Less Operating Expenses	Net Available Revenue	Debt Service		Coverage
				Principal	Interest	
2025	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
2024	-	-	-	-	-	N/A
2023	-	-	-	-	-	N/A
2022	-	-	-	-	-	N/A
2021	-	-	-	-	-	N/A
2020	-	-	-	-	-	N/A
2019	-	-	-	-	-	N/A
2018	-	-	-	-	-	N/A
2017	-	-	-	-	-	N/A
2016	19,566,403	18,802,920	763,483	1,195,000	17,925 *	0.63

Wastewater Revenue Bonds						
Fiscal Year Ended June 30	Wastewater Revenue	Less Operating Expenses	Net Available Revenue	Debt Service		Coverage
				Principal	Interest	
2025	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
2024	-	-	-	-	-	N/A
2023	-	-	-	-	-	N/A
2022	-	-	-	-	-	N/A
2021	-	-	-	-	-	N/A
2020	-	-	-	-	-	N/A
2019	-	-	-	-	-	N/A
2018	9,689,226	7,274,339	2,414,887	990,000	19,800 *	2.39
2017	9,483,891	7,207,159	2,276,732	960,000	58,800	2.23
2016	9,981,677	7,319,389	2,662,288	925,000	91,875	2.62

Solid Waste Revenue Bonds						
Fiscal Year Ended June 30	Solid Waste Revenue	Less Operating Expenses	Net Available Revenue	Debt Service		Coverage
				Principal	Interest	
2025	\$ -	\$ -	\$ -	\$ -	\$ -	0.00
2024	22,070,109	17,987,135	4,082,974	1,660,000	122,500 *	2.24
2023	20,447,864	16,549,875	3,897,989	1,580,000	122,500	2.29
2022	21,106,844	14,161,410	6,945,434	1,500,000	199,500	3.21
2021	19,780,794	13,669,667	6,111,127	1,430,000	272,750	2.82
2020	19,833,178	13,639,644	6,193,534	1,360,000	342,500	3.64
2019	17,996,521	14,518,673	3,477,848	1,290,000	408,750	1.61
2018	15,507,091	11,060,050	4,447,041	1,235,000	465,700	2.05
2017	13,899,757	9,911,432	3,988,325	1,185,000	537,800	2.32
2016	13,974,604	10,437,524	3,537,080	1,145,000	572,150	2.06

NOTE:

Details regarding the City's outstanding debt can be found in the notes to the financial statements. Operating expenses do not include interest or depreciation expenses.

* In 2016, the Water Refunding Revenue Bonds Series 2012A matured and were paid in full.

* In 2018, the Wastewater Refunding Revenue Bonds Series 2012A matured and were paid in full.

* In 2024, the Solid Waste Revenue Bonds Series 2013A matured and were paid in full.

Note: The City had no outstanding debt secured by pledged revenues as of June 30, 2025. All previously outstanding bonds requiring calculation of pledged-revenue coverage were fully retired in fiscal year 2023-24; therefore, no coverage calculation is required for fiscal year 2024-25.

City of Redlands
Schedule 15
Demographic and Economic Statistics
Last Ten Fiscal Years

Calendar Year (1)	Population (2)	Personal Income (In Thousands)	Per Capita Personal Income (3)	Unemployment Rate (4)
2024	73,488	\$ 3,483,331	\$ 47,400	4.1%
2023	72,696	3,702,989	50,938	3.6%
2022	72,259	3,086,832	42,719	5.5%
2021	73,288	2,846,286	38,837	2.9%
2020	71,154	2,607,936	36,652	7.4%
2019	70,952	2,882,851	40,631	3.0%
2018	71,441	2,790,914	39,066	3.2%
2017	70,851	2,494,168	35,203	3.1%
2016	69,211	2,195,442	31,721	3.3%
2015	68,040	2,192,657	32,226	3.0%
2014	69,814	2,243,752	32,139	4.7%

Sources:

- (1) Information presented on the calendar year basis, therefore the most current full year is included.
- (2) State of California, Department of Finance - Demographic Research Unit
- (3) U.S Department of Commerce U.S Census Bureau
- (4) State of California, Employment Development Department

City of Redlands
Schedule 16
Principal Employers
Fiscal Year 2025 and Nine Years Prior

Employer	2025		2016	
	Number of Employees	Percent of Total Employment	Number of Employees	Percent of Total Employment
Redlands Unified School District*	2,433	6.58%	1,922	5.64%
ESRI	2,416	6.53%	2,795	8.20%
Redlands Community Hospital	1,847	4.99%	1,535	4.50%
Optum (Beaver Medical Group & Epic Mgmt)	1,000	2.70%	1,500	4.40%
Amazon Fulfillment Center (Redlands)	526	1.42%	1,300	3.81%
City of Redlands	539	1.46%	556	1.63%
University of Redlands	471	1.27%	550	1.61%
Loma Linda University Behavioral Medicine Ctr.	458	1.24%	360	1.06%
Madison Grove Post Acute (Terracina Post Acute)	384	1.04%		
Kaiser Permanente Medical Offices	328	0.89%		
The Home Depot			700	2.05%
La-Z-Boy, Inc.			385	1.13%
Total of Top Employers	10,402	28.11%	11,603	34.03%
Total Employees in City⁽¹⁾	37,000		34,100	
County "Donut Hole" Employers ⁽²⁾ :				
Burlington Coat Factory Distribution Center	742	2.01%		
Amazon Fulfillment Center*	500	1.35%		
Target Department Store	245	0.66%		
Lamps Plus DC & Store	119	0.32%		
Kohl's Retail Store	87	0.24%		
Total Employees	1,693	4.58%		

*Count includes PT/FT, classified, certificated, admin.

NOTES:

(1) Total Employees in City provided by EDD Labor Force Data, represents the total employment of all employers located within City limits.

(2) The City of Redlands fully encapsulates a county pocket containing Citrus Plaza, Mountain Grove Plaza and a significant industrial area which is home to a number of distribution centers and logistics companies.

The City of Redlands has chosen to list some of the significant employers within this area as it is believed to contribute to the financial well being of the city.

Source: MuniServices, LLC / Neumo

City of Redlands
Schedule 17
Full Time Equivalent City Government Employees by Function
Last Ten Fiscal Years

FUNCTION/PROGRAM	Fiscal Years									
	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
Full-time employees:										
City clerk's office	2	2	2	2	2	-	1	1	1	1
City manager's office	12	14	13	10	7	9	12	12	11	9
Development services	28	27	27	19	18	17	19	21	22	22
Finance	35	33	31	28	26	24	27	24	27	26
Fire	70	70	70	65	63	62	63	61	60	60
Human resources	14	13	12	11	9	7	9	9	10	8
Library	24	24	23	20	11	18	20	18	17	17
Management information systems	-	-	-	-	-	-	-	-	-	-
Department of Innovation & Tech	17	16	15	12	9	12	12	10	9	10
Municipal utilities and engineering:										
Administration/Engineering	24	26	41	36	26	30	29	33	34	34
Water	49	48	47	48	45	48	50	50	49	49
Wastewater	24	22	22	17	21	23	24	24	24	24
Police	148	142	138	134	112	117	130	126	122	122
Facilities & Community Services ²										
Administration, parks & streets	89	85	67	67	51	63	63	62	56	56
Equipment maintenance	8	4	5	5	10	4	4	5	5	5
Solid waste	50	49	44	42	38	39	39	33	33	33
Cemetery	5	5	5	4	4	4	4	4	4	4
	<u>599</u>	<u>580</u>	<u>562</u>	<u>520</u>	<u>452</u>	<u>477</u>	<u>506</u>	<u>493</u>	<u>484</u>	<u>480</u>
Part-time employees	34	40	40	51	39	43	68	90	87	87
At-will employees	-	-	-	-	10	-	-	-	-	-
Grant-funded employees ¹	3	3	1	1	1	1	7	7	10	10
Limited Term Position	-	-	-	-	1	-	-	4	1	1
	<u>636</u>	<u>623</u>	<u>603</u>	<u>572</u>	<u>503</u>	<u>521</u>	<u>581</u>	<u>594</u>	<u>582</u>	<u>578</u>

¹ Includes both full & part time positions.

² Prior to Fiscal Year 2018, the Facilities & Community Services Department was referred to as the Quality of Life Department. Reorganizations in 2008 and 2016 created new departments, moved divisions and transferred employees. Historical data has been changed to reflect some but not all of these reorganizations.

Source: City of Redlands Budget

City of Redlands
Schedule 18
Operating Indicators by Function/Program
Last Ten Fiscal Years

FUNCTION/PROGRAM	Fiscal Years				
	2025	2024	2023	2022	2021
Police:					
Calls for service	35,343	35,478	38,502	44,746	44,259
Emergency calls for service ¹	506	539	665	68,761	649
Citations issued	6,103	4,275	2,685	2,135	4,239
Fire:					
Number of incidents	12,057	12,118	11,624	11,386	10,636
Inspections performed	3,123	2,057	1,521	1,688	1,362
Building and safety:					
Permits issued	2,987	2,723	3,005	2,764	2,078
Inspections performed	18,063	17,970	18,040	15,613	12,017
Parks and recreation:					
Community center attendance	41,845	36,700	31,069	28,245	13,645
Senior center attendance	32,124	28,588	19,539	17,763	5,822
Joslyn center attendance ²	12,481	6,810	0	870	1,206
Youth sports attendance	35,124	34,392	34,392	31,266	4,774
Adult sports attendance	24,122	7,945	7,945	7,223	6,524
Water:					
Number of services	23,026	22,882	22,744	22,639	22,537
Average daily consumption (thousands of gallons)	21,930	20,445	20,487	29,317	22,560
Solid waste:					
Recycled materials (tons)	26,015	26,664	21,809	23,307	24,703
Refuse disposed (tons)	51,743	50,417	49,625	47,567	61,631
Library:					
Number of volumes	151,364	150,558	152,448	149,577	148,652

¹ Except for in FY 2021-22, this number indicates the total number of priority 1 calls received only. In FY 2021-22, it encompassed all levels.

² In FY 2022-23, the Joslyn Senior Center was closed for the duration of fiscal year for renovations.

Source: City of Redlands

City of Redlands
Schedule 18
Operating Indicators by Function/Program (Continued)
Last Ten Fiscal Years

FUNCTION/PROGRAM	Fiscal Years				
	2020	2019	2018	2017	2016
Police:					
Calls for service ¹	52,520	52,914	54,370	40,159	47,488
Emergency calls for service ¹	808	815	708	517	578
Citations issued ¹	6,837	5,449	7,347	5,299	7,062
Fire:					
Number of incidents	10,789	10,760	10,684	10,484	10,169
Inspections performed ¹	6,429	5,821	4,075	2,827	2,186
Building and safety:					
Permits issued	2,159	2,111	2,408	2,110	1,947
Inspections performed	11,211	9,431	9,381	10,015	8,293
Parks and recreation:					
Community center attendance	45,022	48,500	51,000	44,725	42,625
Senior center attendance	20,175	25,109	24,970	24,415	28,675
Joslyn center attendance	18,257	22,679	20,498	21,554	23,795
Youth sports attendance	10,032	12,396	12,870	12,271	11,521
Adult sports attendance	2,480	3,200	1,800	2,830	5,760
Water:					
Number of services	22,380	22,440	22,113	22,378	21,842
Average daily consumption (thousands of gallons)	25,926	26,670	30,328	20,989	18,679
Solid waste:					
Recycled materials (tons)	23,952	25,474	23,758	22,287	22,805
Refuse disposed (tons)	52,476	51,769	51,798	52,527	52,826
Library:					
Number of volumes	146,379	146,173	144,173	144,887	144,122

Source: City of Redlands

City of Redlands
Schedule 19
Capital Asset Statistics by Function/Program
Last Ten Fiscal Years

FUNCTION/PROGRAM	Fiscal Year									
	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
Police:										
Stations	2	1	1	1	1	1	1	1	1	1
Sub-stations	2	1	1	1	1	1	1	2	2	2
Fire:										
Fire stations	4	4	4	4	4	4	4	4	4	4
Public works:										
Streets (miles)	304	302	302	300	300	368	368	368	319	316
Traffic signals (city-owned)	74	74	74	73	73	73	72	69	68	68
Parks and recreation:										
Parks (acreage)	315	313	313	333	333	333	327	295	295	295
Groves (acreage)	184	184	184	199	199	199	180	164	164	159
Community centers	3	3	3	3	3	3	3	3	3	3
Water:										
Water mains (miles)	431	427	427	400	400	388	388	388	385	386
Maximum daily production capacity (thousands of gallons)	65,300	56,500	34,900	34,900	34,900	55,000	55,000	55,000	55,000	55,000
Non Potable Water:										
Water mains (miles)	27	34	34	34	34	34	34	34	34	33
Maximum daily production capacity (thousands of gallons)	13,750	5,600	4,100	4,100	4,100	14,000	4,500	4,500	4,500	4,500
Wastewater:										
Sewers (miles)	250	250	250	247	247	245	245	245	245	245
Daily capacity of wastewater plant (thousands of gallons)	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Solid waste:										
Landfill (city-owned)	1	1	1	1	1	1	1	1	1	1
Library:										
Public library	1	1	1	1	1	1	1	1	1	1

Source: City of Redlands



December 18, 2025

To the Honorable Mayor and Members of the City Council
of the City of Redlands
Redlands, California

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Redlands (the “City”) for the year ended June 30, 2025, and have issued our report thereon dated December 18, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the scope and timing of our audit. We have communicated such information in our letter to you dated May 1, 2025. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the basic financial statements.

New Accounting Standards

- In June 2022, GASB issued Statement No. 101, *Compensated Absences*. The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. Implementation of this Statement had a significant effect on the City's financial statements for the fiscal year ended June 30, 2025, which resulted in a restatement of beginning net position as discussed in Note 19 of the Annual Comprehensive Financial Report.
- In December 2023, GASB issued Statement No. 102, *Certain Risk Disclosures*. This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. Implementation of this Statement did not have a significant effect on the City's financial statements for the fiscal year ended June 30, 2025.

We noted no other new accounting policies were adopted and the application of existing policies was not changed during 2025. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the City’s financial statements were:

- Management’s estimate of the depreciation on capital assets is based on the industry standard and past experience on actual useful life of the asset groups. We evaluated the key factors and assumptions used to develop the depreciation on capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management’s estimate for the “more likely than not” amount of sick leave to be accrued in the compensated absences liability is based on historical “days used” data determined by taking a sample of historic sick leave usage patterns.
- Management’s estimate of the net other postemployment benefits (“OPEB”) liability is based on the actuarial valuation on total OPEB liability. We evaluated the key factors and assumptions used to develop the total OPEB liability in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management’s estimate of the net pension liabilities is based on the proportionate share of actuarial valuation on total pension liability and the proportionate share of the fiduciary net position for CalPERS plans. We evaluated the key factors and assumptions used to develop the net pension liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

- Note 1 – Summary of Significant Accounting Policies
- Note 3 – Leases Receivable
- Note 11 – Pension Plans
- Note 12 – Other Postemployment Benefits
- Note 14 – Fund Balance and Net Position
- Note 19 – Restatements of Beginning Balances
- Note 20 – Commitments and Contingencies

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit’s financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor’s report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 18, 2025.

To the Honorable Mayor and Members of the City Council
of the City of Redlands
Redlands, California
Page 3

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the governmental unit’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management’s Discussion and Analysis, the Budgetary Comparison Schedules, the Schedule of Changes in the Net Pension Liability and Related Ratios, the Schedule of the City’s Proportionate Share of the Net Pension Liability and Related Ratios, the Schedules of the Contributions, and the Schedule of Changes in Total Other Postemployment Benefits Liability and Related Ratios, which are required supplementary information (“RSI”) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Combining and Individual Nonmajor Fund Financial Statements and Budgetary Comparison Schedules, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the Introductory and Statistical Sections, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the City Council and management of the City and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,



Santa Ana, California

City of Redlands

Redlands, California

Independent Accountants' Report on Agreed-Upon Procedures Applied to Appropriations Limit Schedule

For the Year Ending June 30, 2025



INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Honorable Mayor and Members of City Council
of the City of Redlands
Redlands, California

We have performed the procedures enumerated below on the accompanying Appropriations Limit Schedule of the City of Redlands, California (the "City") for the year ending June 30, 2025. The management at the City is responsible for the Appropriations Limit Schedule.

The City has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of meeting the requirements set forth in Section 1.5 of Article XIII-B of the California Constitution. The procedures, which were suggested by the League of California Cities and presented in the publication entitled *Agreed-upon Procedures Applied to the Appropriations Limitation Prescribed by Article XIII-B of the California Constitution* were performed solely to assist you in meeting the requirements. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and the associated findings are as follows:

1. We obtained the completed worksheets used by the City to calculate its appropriations limit for the year ending June 30, 2025, and compared the limit and annual calculation factors that were adopted by resolution of City Council. We also compared the population and inflation options that were selected by a recorded vote of the City Council.

Finding: No exceptions were noted as a result of our procedures.

2. For the accompanying Appropriations Limit Schedule, we added the prior year's limit to the total adjustments, and compared the resulting amount to the current year's limit.

Finding: No exceptions were noted as a result of our procedures.

3. We compared the current year information presented in the accompanying Appropriations Limit Schedule to corresponding information in worksheets used by the City.

Finding: No exceptions were noted as a result of our procedures.

4. We compared the appropriations limit presented in the accompanying Appropriations Limit Schedule to the appropriations limit adopted by the City Council.

Finding: No exceptions were noted as a result of our procedures.

To the Honorable Mayor and Members of City Council
of the City of Redlands
Redlands, California
Page 2

We were engaged by the City to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respective on the accompanying Appropriation Limit Schedule. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters have come to our attention that would have been reported to you.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the City Council and management of the City and is not intended to be and should not be, used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

The PwC Group, LLP

Santa Ana, California
December 18, 2024

City of Redlands
Appropriations Limit Schedule
For the Year Ending June 30, 2025

	Amount	Source
A. Appropriations Limit FY 2023-2024	\$ 158,925,169	Prior year
B. Calculation Factors:		
1) Population increase %	1.0128	State Department of Finance
2) Inflation increase %	1.0362	State Department of Finance
3) Total adjustment %	1.0495	(B1*B2)
C. Annual Adjustment Increase	7,866,796	[A*(B3-1)]
D. Other Adjustments:		
1) Loss responsibility (-)	-	N/A
2) Transfer to private (-)	-	N/A
3) Transfer to fees (-)	-	N/A
4) Assumed responsibility (+)	-	N/A
E. Total Adjustments	7,866,796	(C+D)
F. Appropriations Limit FY 2024-2025	\$ 166,791,965	(A+E)

City of Redlands
Notes to Appropriations Limit Schedule
For the Year Ending June 30, 2025

Note 1 – Purpose of Limited Procedures Review

Under Article XIII B of the California Constitution (the Gann Spending Limitation Initiative), California governmental agencies are restricted as to the amount of annual appropriations from proceeds of taxes. Effective for years beginning on or after July 1, 1990, under Section 1.5 of Article XIII B, the annual calculation of the appropriations limit is subject to a limited procedures review in connection with the annual audit.

Note 2 – Method of Calculation

Under Section 10.5 of Article XIII B, for fiscal years beginning on or after July 1, 1990, the appropriations limit is required to be calculated based on the limit for the fiscal year 1986-87, adjusted for the inflation and population factors discussed in Notes 3 and 4 below.

Note 3 – Population Factors

A California governmental agency may use as its population factor either the annual percentage change of the jurisdiction's own population or the annual percentage change in population of the county where the jurisdiction is located. The factor adopted by the City for the year 2024-2025 represents the annual percentage change in population for the County.

Note 4 – Inflation Factors

A California governmental agency may use as its inflation factor either the annual percentage change in the 4th quarter per capita personal income (which percentage is supplied by the State Department of Finance) or the percentage change in the local assessment roll from the preceding year due to the change of local nonresidential construction. The factor adopted by the City for the year 2024-2025 represents the percentage change in California per capita personal income.

Note 5 – Other Adjustments

A California government agency may be required to adjust its appropriations limit when certain events occur, such as the transfer of responsibility for municipal services to, or from, another government agency or private entity. The City had no such adjustments for the year 2024-2025.



City Council Meeting

H. 1.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of a Public Works Construction Contract with MCC Pipeline, Inc. for the 2025 CIP Water Pipeline Replacement Project for an amount not-to-exceed \$4,003,595; and determination that the project is categorically exempt from environmental review pursuant to Section 15302 of the State's guidelines implementing the California Environmental Quality Act (Municipal Utilities and Engineering Interim Director Casey)

MOTION(S):

If the City Council determines that staff recommendation is appropriate, the following motions are provided:

1. I move that City Council determine approval of a Public Works Construction Contract and construction of the 2025 CIP Water Pipeline Replacement Project are categorically exempt from environmental review in accordance with Section 15302 of the State's guidelines implementing the California Environmental Quality Act; and
2. I move that City Council approve the 2025 CIP Water Pipeline Replacement Project plans and specifications, and approve a Public Works Construction Contract with MCC Pipeline, Inc. for an amount not-to-exceed \$4,003,595.

RECOMMENDATION:

Staff recommends City Council determine approval of a Public Works Construction Contract and construction of the 2025 CIP Water Pipeline Replacement Project are categorically exempt from environmental review in accordance with Section 15302 of the State's guidelines implementing the California Environmental Quality Act. Staff further recommends that City Council approve the 2025 CIP Water Pipeline Replacement Project plans and specifications, and award a Construction Contract to MCC Pipeline, Inc. for an amount not-to-exceed \$4,003,595.

DISCUSSION:

The 2025 CIP Water Pipeline Replacement Project (Project) will replace approximately 2.75 miles of aging and deteriorated water pipelines. Each year, a portion of revenue from water utility rates is used to replace aging water pipelines throughout the City. These pipelines are selected based on maintenance history, inspection records, and coordination with future paving improvements.

MUED staff prepared the plans and specifications and advertised the Project for bidding. On December 4, 2025, the City Clerk's office received and opened the following twelve (12) bids:

BID OPENING REPORT SUMMARY	
Bidder	Bid Amount
1. MCC Pipeline, Inc., Yucaipa, CA	\$4,003,595.00
2. Tryco General Engineering, Rimforest, CA	\$4,562,565.00
3. All Cities Engineering, Inc., Riverside, CA	\$5,602,400.00
4. Gentry General Engineering, Colton, CA	\$5,804,387.00
5. Borden Excavating, Inc., Calimesa, CA	\$6,599,059.00
6. Weka, Inc., San Bernardino, CA	\$6,803,412.00
7. J.A. Salazar Construction & Supply Corp, La Habra, CA	\$7,374,850.00
8. Big Ben, Inc., Irvine, CA	\$7,412,651.00
9. MNR Construction Inc., La Verne, CA	*\$7,781,270.00
10. Toro Enterprises, Inc., Oxnard, CA	\$7,785,121.00
11. Dominguez General Engineering Inc., Pomona, CA	\$7,974,375.00
12. Roberts Incorporated, Irvine, CA	\$8,836,707.00

*An arithmetic error was discovered in the bid proposal. The total bid amount was corrected and highlighted in the attached bid analysis to identify arithmetic errors. The error did not affect the ranking.

Each bid was reviewed by staff to determine responsiveness to bid requirements, and MCC Pipeline, Inc. was determined to be the lowest responsive and responsible bidder. Staff recommends awarding a Construction Contract to MCC Pipeline, Inc. for an amount not-to-exceed \$4,003,595. The Project will be completed within one hundred (100) working days after the date of issuance of a Notice to Proceed to the Contractor.

This Project is categorically exempt from environmental review in accordance with Section 15302 of the State's guidelines implementing the California Environmental Quality Act as the Project involves the replacement of an existing utility facility with a negligible expansion of capacity.

ALTERNATIVES:

City Council may deny the staff recommendation and provide alternate directions.

STRATEGIC PLAN:

Strategic Plan Priority D, Objective 3 — Develop and implement Water and Wastewater Utility Master Plans to ensure facilities are improved and maintained to meet the needs of our expanding community.

SUBMITTED BY:

Ray Casey, Interim Municipal Utilities and Engineering Director

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:

Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager
Danielle Garcia, Management Services/Finance Director
Goutam K. Dobey, City Engineer

PREPARED BY:

Elva Arellanes, Associate Engineer

Fiscal Impact

Fiscal Year: FY 25/26

Appropriation Required Y/N: No

Budgeted Y/N: Yes

Account No.: 501910

Discussion:

There is no fiscal impact associated with this action. The cost for this project is included in the FY 25/26 MUED Budget.

Attachments

- A. MCC Pipeline Public Works Contract
 - A. MCC Pipeline Public Works Contract
 - B. Bid Opening Report
 - C. Bid Analysis
 - D. Location Map
 - E. Plans
 - F. Specifications
-
-

PUBLIC WORK CONSTRUCTION CONTRACT

This Public Work Construction contract (“Contract”) is made and entered into this 17th day of February, 2026, by and between the City of Redlands, a municipal corporation, organized and existing under the laws of the State of California (hereinafter “City”), and MCC Pipeline, Inc. (hereinafter “Contractor”). City and Contractor are sometimes individually referred to herein as a “Party” and, together, as the “Parties.”

In consideration of the mutual promises contained herein, City and Contractor agree as follows:

1. **SCOPE OF WORK:** Contractor shall furnish all materials and will perform all of the work for the following: 2025 CIP Water Pipeline Replacement Project, Project No. 501068, complete all items as required by the Contract Documents (as herein defined) and Specifications for City’s 2025 CIP Water Pipeline Replacement Project, Project No. 501068 (the “Work”).
2. **CONTRACT SUM:** City shall pay Contractor the sum of Four Million Three Thousand Five Hundred Ninety-Five dollars (\$4,003,595) as consideration for its performance of the Work in accordance with the terms and conditions set forth in the Contract Documents. Pursuant to Public Contract Code Section 22300, Contractor has the option to deposit securities with an escrow agent as a substitute for retention of earnings required to be withheld by City pursuant to an escrow agreement as set forth in Public Contract Code section 22300.
3. **TIME FOR COMPLETION:** The Work shall be completed within one hundred (100) working day(s) as defined in Section 1-2 of the Standard Specifications for Public Works Construction “Greenbook” from and after the date of City’s issuance of a Notice to Proceed to Contractor.
4. **LIQUIDATED DAMAGES:** Contractor’s failure to complete the Work within the time allowed will result in damages being sustained by City. Such damages are, and will continue to be, impracticable and extremely difficult to determine. Accordingly, Contractor shall pay to City, or have withheld from monies due to Contractor, the sum of Five Hundred dollars (\$500) for each working day as defined in Section 1-2 of the Standard Specifications for Public Works Construction “Greenbook” in excess of the specified time for completion of the Work. Execution of this Contract shall constitute agreement by City and Contractor that Five Hundred dollars (\$500) per day is the estimated damage to City caused by the failure of Contractor to complete the work within the allowed time. Such sum is liquidated damages and shall not be construed as a penalty, and may be deducted from payments due Contractor if such delay occurs.
5. **CONTRACT DOCUMENTS:** This Contract incorporates by reference the following: Notice Inviting Bids, Instructions to Bidders, Contractor’s Proposal, Bid Bond, Agreement, Performance Bond, Labor and Material Bond, Plans, General Conditions, Special Provisions and Specifications, and any addenda thereto (collectively, the “Contract Documents”).
6. **ATTORNEYS’ FEES:** In the event any action is commenced to enforce or interpret the terms or conditions of this Contract, or the Contract Documents, the prevailing Party in such action, in addition to any costs and other relief, shall be entitled to recover its reasonable attorneys’ fees, including fees for use of in-house counsel by a Party.
7. **RESOLUTION OF CONSTRUCTION CLAIMS:** Claims by Contractor in the amount of Three Hundred Seventy-Five Thousand dollars (\$375,000) or less shall be made by Contractor and

processed by the City pursuant to the provisions of Part 3, Chapter 1, Article 1.5 of the Public Contract Code (commencing with Section 20104). All claims shall be in writing and include the documents necessary to substantiate the claim. Nothing in subdivision (a) of Public Contract Code Section 20104.2 shall extend the time limit or supersede the notice requirements provided in this case from filing claims by Contractor.

- 8. ELIGIBILITY OF CONTRACTOR/SUBCONTRACTOR:** Contractor and all of its subcontractors shall abide by California Public Contract Code, Section 6109, and California Labor Code Sections 1777.1 and/or 1777.7, and certify that they are not debarred and are eligible to work on this project.
- 9. ASSIGNMENT OF AGREEMENT:** No assignment by a Party of any rights or interests under this Contract shall be binding on another Party without the written consent of the Party sought to be bound.
- 10. SUCCESSORS AND ASSIGNS:** City and Contractor each binds itself and their respective successors and assigns in respect to all covenants, agreements, and obligations contained in the Contract Documents.
- 11. SEVERABILITY:** Any provision or part of the Contract Documents held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon City and Contractor.

IN WITNESS WHEREOF, the Parties hereto have executed this Contract the day and year first written above.

CITY OF REDLANDS

(SEAL)

By: _____
Mario Saucedo, Mayor

ATTEST:

Jeanne Donaldson, City Clerk

(SEAL)

Name of Contractor

By: _____
Signature of Authorized Agent

Title

Signature of Authorized Agent (if necessary)

Title

Contractor's License No.

WORKER'S COMPENSATION INSURANCE CERTIFICATION

Description of Contract: City of Redlands
 Municipal Utilities and Engineering Department
 2025 CIP Water Pipeline Replacement Project
 Project No. 501068

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

- a. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- b. By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____ I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____ I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

Dated this _____ day of _____, 2026.

(Contractor)

(Signature)

(Official Title)

(SEAL)

(Labor Code Section 1861 provides that the above certificate must be signed and filed by the Contractor with the Owner prior to performing the work of the contract.)

FAITHFUL PERFORMANCE BOND

Whereas, the City of Redlands (“City”), State of California, and MCC Pipeline, Inc. (hereinafter designated as "Principal") have entered into an agreement dated February 17, 2026, (“Agreement”) whereby Principal agrees to install and complete certain public improvements (the “Work”), which said Agreement is identified as 2025 CIP Water Pipeline Replacement Project, Project No. 501068 and is hereby referred to and made a part hereof; and

Whereas, said Principal is required under the terms of the Agreement to furnish a bond for the faithful performance of the Work, now, therefore, we, the Principal and, _____, as Surety, are held and firmly bound unto the City in the penal sum of Four Million Three Thousand Five Hundred Ninety-Five dollars (\$4,003,595) lawful money of the United States, for the payment of which sum we bind ourselves, and our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that if the above bounded Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the Agreement and any alteration thereof made as therein provided, on his or its part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall faithfully fulfill the one-year guarantee of all materials and workmanship, and shall defend, indemnify and save harmless the City and its elected officials, officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorneys’ fees, incurred by the City in successfully enforcing such obligations, all to be taxed as costs and included in the judgment rendered.

As a condition precedent to the satisfactory completion of the Work, the above obligation shall hold good for a period of one (1) year or longer if required by the Agreement after the acceptance of the work by the City, during which time if the Principal shall fail to make full, complete, and satisfactory repair and replacements and totally protect the City from loss or damage made evident during this period from the date of completion of the Work, and resulting from or caused by defective materials or faulty workmanship, the above obligation in penal sum thereof shall remain in full force and effect. The obligations of Surety hereunder shall continue so long as any obligation of the Principal remains.

Whenever the Principal shall be, and is declared by the City to be, in default under the Agreement, the City having performed the City obligations thereunder, the Surety shall promptly remedy the default, or shall promptly, at the City’s option:

1. Complete the Work in accordance with its terms and conditions; or
2. Obtain a bid or bids for completing the Work in accordance with its terms and conditions, and upon determination by Surety of the lowest responsive and responsible bidder, arrange for a contract between such bidder and the City, and make available as work progresses sufficient funds to pay the cost of completion of the Work less the balance of the Agreement price,

but not exceeding, including other costs and damages for which Surety may be liable hereunder, the amount set forth above. The term "balance of the Agreement price," as used in this paragraph, shall mean the total amount payable to the Principal by the City under the Agreement and any modifications thereto, less the amount previously properly paid by the City to the Principal.

Surety expressly agrees that the City may reject any contractor or subcontractor which may be proposed by Surety in fulfillment of its obligations in the event of default by the Principal.

Surety shall not utilize the Principal in completing the Work nor shall Surety accept a bid from the Principal for completion of the Work if the City, when declaring the Principal in default, notifies Surety of the City's objection to the Principal's further participation in the completion of the Work.

No right of action shall accrue on the bond to or for the use of any person or corporation other than the City named herein or the successors or assigns of the City. Any suit under this bond must be instituted within the applicable statute of limitations period.

The said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or to the work to be performed thereunder or the Specifications accompanying the same shall in any way affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Agreement or to the work or to the specifications.

No final settlement between the City and the Principal shall abridge the right of any beneficiary hereunder whose claim may be unsatisfied.

The Principal and Surety agree that if the City is required to engage the services of any attorney in connection with the enforcement of this bond, each shall pay the City's reasonable attorneys' fees incurred, with or without suit, in addition to the above sum.

In witness whereof, this instrument has been duly executed by the Principal and Surety above named, on _____, 2026.

(SEAL)

(SEAL)

(Contractor)

(Surety)

(Signature)

BY: _____
(Signature)

Address: _____

Telephone () _____

(Seal and Notarial Acknowledgment of Surety)

LABOR AND MATERIAL BOND

Whereas, the City Council of the City of Redlands, State of California, and _____ (hereinafter designated as “Principal”) have entered into an agreement (the “Agreement”) whereby Principal agrees to install and complete certain designated public improvements (the “Work”), which said agreement, dated February 17, 2026, and identified as 2025 CIP Water Pipeline Replacement Project, Project No. 501068 is hereby referred to and made a part hereof; and

Whereas, under the terms of the Agreement, Principal is required before commencing the performance of the Work, to file a good and sufficient Labor and Material bond with the City of Redlands to secure the claims to which reference is made in Title 3 (commencing with Section 9550) of Part 6 of Division 4 of the Civil Code of the State of California.

Now, therefore, said Principal and the undersigned as corporate surety, are held firmly bound unto the City and all contractors, subcontractors, laborers, material men and other persons employed in the performance of the Agreement and referred to in the aforesaid Code of Civil Procedure in the sum of four million three thousand five hundred ninety-five dollars (\$4,003,595) for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to such work or labor, that said surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorneys’ fees, incurred by the City in successfully enforcing such obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this bond shall insure to the benefit of any and all persons, companies and corporations entitled to file claims under Title 3 (commencing with Section 9550) of Part 6 of Division 4 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void, otherwise it shall be and remain in full force and effect.

The surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or the specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition.

In witness whereof, this instrument has been duly executed by the Principal and surety above named, on _____, 2026.

(SEAL)

(SEAL)

(Contractor)

(Surety)

(Signature)

BY: _____

(Signature)

(Seal and Notarial Acknowledgement of Surety)

Address: _____

Telephone: () _____

PUBLIC WORK CONSTRUCTION CONTRACT

This Public Work Construction contract (“Contract”) is made and entered into this 17th day of February, 2026, by and between the City of Redlands, a municipal corporation, organized and existing under the laws of the State of California (hereinafter “City”), and MCC Pipeline, Inc. (hereinafter “Contractor”). City and Contractor are sometimes individually referred to herein as a “Party” and, together, as the “Parties.”

In consideration of the mutual promises contained herein, City and Contractor agree as follows:

1. **SCOPE OF WORK:** Contractor shall furnish all materials and will perform all of the work for the following: 2025 CIP Water Pipeline Replacement Project, Project No. 501068, complete all items as required by the Contract Documents (as herein defined) and Specifications for City’s 2025 CIP Water Pipeline Replacement Project, Project No. 501068 (the “Work”).
2. **CONTRACT SUM:** City shall pay Contractor the sum of Four Million Three Thousand Five Hundred Ninety-Five dollars (\$4,003,595) as consideration for its performance of the Work in accordance with the terms and conditions set forth in the Contract Documents. Pursuant to Public Contract Code Section 22300, Contractor has the option to deposit securities with an escrow agent as a substitute for retention of earnings required to be withheld by City pursuant to an escrow agreement as set forth in Public Contract Code section 22300.
3. **TIME FOR COMPLETION:** The Work shall be completed within one hundred (100) working day(s) as defined in Section 1-2 of the Standard Specifications for Public Works Construction “Greenbook” from and after the date of City’s issuance of a Notice to Proceed to Contractor.
4. **LIQUIDATED DAMAGES:** Contractor’s failure to complete the Work within the time allowed will result in damages being sustained by City. Such damages are, and will continue to be, impracticable and extremely difficult to determine. Accordingly, Contractor shall pay to City, or have withheld from monies due to Contractor, the sum of Five Hundred dollars (\$500) for each working day as defined in Section 1-2 of the Standard Specifications for Public Works Construction “Greenbook” in excess of the specified time for completion of the Work. Execution of this Contract shall constitute agreement by City and Contractor that Five Hundred dollars (\$500) per day is the estimated damage to City caused by the failure of Contractor to complete the work within the allowed time. Such sum is liquidated damages and shall not be construed as a penalty, and may be deducted from payments due Contractor if such delay occurs.
5. **CONTRACT DOCUMENTS:** This Contract incorporates by reference the following: Notice Inviting Bids, Instructions to Bidders, Contractor’s Proposal, Bid Bond, Agreement, Performance Bond, Labor and Material Bond, Plans, General Conditions, Special Provisions and Specifications, and any addenda thereto (collectively, the “Contract Documents”).
6. **ATTORNEYS’ FEES:** In the event any action is commenced to enforce or interpret the terms or conditions of this Contract, or the Contract Documents, the prevailing Party in such action, in addition to any costs and other relief, shall be entitled to recover its reasonable attorneys’ fees, including fees for use of in-house counsel by a Party.
7. **RESOLUTION OF CONSTRUCTION CLAIMS:** Claims by Contractor in the amount of Three Hundred Seventy-Five Thousand dollars (\$375,000) or less shall be made by Contractor and

processed by the City pursuant to the provisions of Part 3, Chapter 1, Article 1.5 of the Public Contract Code (commencing with Section 20104). All claims shall be in writing and include the documents necessary to substantiate the claim. Nothing in subdivision (a) of Public Contract Code Section 20104.2 shall extend the time limit or supersede the notice requirements provided in this case from filing claims by Contractor.

- 8. ELIGIBILITY OF CONTRACTOR/SUBCONTRACTOR:** Contractor and all of its subcontractors shall abide by California Public Contract Code, Section 6109, and California Labor Code Sections 1777.1 and/or 1777.7, and certify that they are not debarred and are eligible to work on this project.
- 9. ASSIGNMENT OF AGREEMENT:** No assignment by a Party of any rights or interests under this Contract shall be binding on another Party without the written consent of the Party sought to be bound.
- 10. SUCCESSORS AND ASSIGNS:** City and Contractor each binds itself and their respective successors and assigns in respect to all covenants, agreements, and obligations contained in the Contract Documents.
- 11. SEVERABILITY:** Any provision or part of the Contract Documents held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon City and Contractor.

IN WITNESS WHEREOF, the Parties hereto have executed this Contract the day and year first written above.

CITY OF REDLANDS

(SEAL)

By: _____
Mario Saucedo, Mayor

ATTEST:

Jeanne Donaldson, City Clerk

(SEAL)

Name of Contractor

By: _____
Signature of Authorized Agent

Title

Signature of Authorized Agent (if necessary)

Title

Contractor's License No.

WORKER'S COMPENSATION INSURANCE CERTIFICATION

Description of Contract: City of Redlands
Municipal Utilities and Engineering Department
2025 CIP Water Pipeline Replacement Project
Project No. 501068

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

- a. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- b. By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____ I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____ I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

Dated this _____ day of _____, 2026.

(Contractor)

(Signature)

(Official Title)

(SEAL)

(Labor Code Section 1861 provides that the above certificate must be signed and filed by the Contractor with the Owner prior to performing the work of the contract.)

FAITHFUL PERFORMANCE BOND

Whereas, the City of Redlands (“City”), State of California, and MCC Pipeline, Inc. (hereinafter designated as "Principal") have entered into an agreement dated February 17, 2026, (“Agreement”) whereby Principal agrees to install and complete certain public improvements (the “Work”), which said Agreement is identified as 2025 CIP Water Pipeline Replacement Project, Project No. 501068 and is hereby referred to and made a part hereof; and

Whereas, said Principal is required under the terms of the Agreement to furnish a bond for the faithful performance of the Work, now, therefore, we, the Principal and, _____, as Surety, are held and firmly bound unto the City in the penal sum of Four Million Three Thousand Five Hundred Ninety-Five dollars (\$4,003,595) lawful money of the United States, for the payment of which sum we bind ourselves, and our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that if the above bounded Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the Agreement and any alteration thereof made as therein provided, on his or its part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall faithfully fulfill the one-year guarantee of all materials and workmanship, and shall defend, indemnify and save harmless the City and its elected officials, officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorneys’ fees, incurred by the City in successfully enforcing such obligations, all to be taxed as costs and included in the judgment rendered.

As a condition precedent to the satisfactory completion of the Work, the above obligation shall hold good for a period of one (1) year or longer if required by the Agreement after the acceptance of the work by the City, during which time if the Principal shall fail to make full, complete, and satisfactory repair and replacements and totally protect the City from loss or damage made evident during this period from the date of completion of the Work, and resulting from or caused by defective materials or faulty workmanship, the above obligation in penal sum thereof shall remain in full force and effect. The obligations of Surety hereunder shall continue so long as any obligation of the Principal remains.

Whenever the Principal shall be, and is declared by the City to be, in default under the Agreement, the City having performed the City obligations thereunder, the Surety shall promptly remedy the default, or shall promptly, at the City’s option:

1. Complete the Work in accordance with its terms and conditions; or
2. Obtain a bid or bids for completing the Work in accordance with its terms and conditions, and upon determination by Surety of the lowest responsive and responsible bidder, arrange for a contract between such bidder and the City, and make available as work progresses sufficient funds to pay the cost of completion of the Work less the balance of the Agreement price,

but not exceeding, including other costs and damages for which Surety may be liable hereunder, the amount set forth above. The term "balance of the Agreement price," as used in this paragraph, shall mean the total amount payable to the Principal by the City under the Agreement and any modifications thereto, less the amount previously properly paid by the City to the Principal.

Surety expressly agrees that the City may reject any contractor or subcontractor which may be proposed by Surety in fulfillment of its obligations in the event of default by the Principal.

Surety shall not utilize the Principal in completing the Work nor shall Surety accept a bid from the Principal for completion of the Work if the City, when declaring the Principal in default, notifies Surety of the City's objection to the Principal's further participation in the completion of the Work.

No right of action shall accrue on the bond to or for the use of any person or corporation other than the City named herein or the successors or assigns of the City. Any suit under this bond must be instituted within the applicable statute of limitations period.

The said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or to the work to be performed thereunder or the Specifications accompanying the same shall in any way affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Agreement or to the work or to the specifications.

No final settlement between the City and the Principal shall abridge the right of any beneficiary hereunder whose claim may be unsatisfied.

The Principal and Surety agree that if the City is required to engage the services of any attorney in connection with the enforcement of this bond, each shall pay the City's reasonable attorneys' fees incurred, with or without suit, in addition to the above sum.

In witness whereof, this instrument has been duly executed by the Principal and Surety above named, on _____, 2026.

(SEAL)

(SEAL)

(Contractor)

(Surety)

(Signature)

BY: _____
(Signature)

Address: _____

Telephone () _____

(Seal and Notarial Acknowledgment of Surety)

LABOR AND MATERIAL BOND

Whereas, the City Council of the City of Redlands, State of California, and _____ (hereinafter designated as “Principal”) have entered into an agreement (the “Agreement”) whereby Principal agrees to install and complete certain designated public improvements (the “Work”), which said agreement, dated February 17, 2026, and identified as 2025 CIP Water Pipeline Replacement Project, Project No. 501068 is hereby referred to and made a part hereof; and

Whereas, under the terms of the Agreement, Principal is required before commencing the performance of the Work, to file a good and sufficient Labor and Material bond with the City of Redlands to secure the claims to which reference is made in Title 3 (commencing with Section 9550) of Part 6 of Division 4 of the Civil Code of the State of California.

Now, therefore, said Principal and the undersigned as corporate surety, are held firmly bound unto the City and all contractors, subcontractors, laborers, material men and other persons employed in the performance of the Agreement and referred to in the aforesaid Code of Civil Procedure in the sum of four million three thousand five hundred ninety-five dollars (\$4,003,595) for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to such work or labor, that said surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorneys’ fees, incurred by the City in successfully enforcing such obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this bond shall insure to the benefit of any and all persons, companies and corporations entitled to file claims under Title 3 (commencing with Section 9550) of Part 6 of Division 4 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void, otherwise it shall be and remain in full force and effect.

The surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or the specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition.

In witness whereof, this instrument has been duly executed by the Principal and surety above named, on _____, 2026.

(SEAL)

(SEAL)

(Contractor)

(Surety)

BY: _____

(Signature)

(Signature)

(Seal and Notarial Acknowledgement of Surety)

Address: _____

Telephone: () _____

**CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT**

The following bid was opened on the 4th day of December 2025 at 2:00 p.m. on behalf of the Municipal Utilities and Engineering Department for **2025 CIP Water Pipeline Replacement Project. Project No. 501068**. The bid amounts have not been checked and are subject to correction after the bids have been completely reviewed.

No.	Plan Holder's Name	Bid Certification Signed	Bid Bond Included	Total Bid Amount
1	MCC Pipeline, Inc., Yucaipa, CA	Yes	Yes	\$4,003,595.00
2	Tryco General Engineering, Rimforest, CA	Yes	Yes	\$4,562,565.00
3	All Cities Engineering, Inc., Riverside, CA	Yes	Yes	\$5,602,400.00
4	Gentry General Engineering, Colton, CA	Yes	Yes	\$5,804,387.00
5	Borden Excavating, Inc., Calimesa, CA	Yes	Yes	\$6,599,059.00
6	Weka, Inc., San Bernardino, CA	Yes	Yes	\$6,803,412.00
7	J.A. Salazar Construction & Supply Corp, La Habra, CA	Yes	Yes	\$7,374,850.00
8	Big Ben, Inc., Irvine, CA	Yes	Yes	\$7,412,651.00
9	MNR Construction Inc., La Verne, CA	Yes	Yes	\$7,781,270.00
10	Toro Enterprises, Inc., Oxnard, CA	Yes	Yes	\$7,785,121.00
11	Dominguez General Engineering Inc, Pomona, CA	Yes	Yes	\$7,974,375.00
12	Roberts Incorporated, Irvine, CA	Yes	Yes	\$8,836,707.00

Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: John Harris
Staff: Elva Arellanes, Veronica Median, Goutam Dobey

**CITY OF REDLANDS
MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT
Bid Analysis**

ATTACHMENT "C"

PROJECT No.: 501068
2025 CIP Water Pipeline Replacement Project

Bid Date: 12/4/2025
Estimated Start Date: 3/9/2026

Item No.	Bid Item	Qty	Unit	MCC Pipeline		Tryco General Engineering		All Cities Engineering, Inc.	
				Unit Price	Item Price	Unit Price	Item Price	Unit Price	Item Price
1	Mobilization (Max. 5% of Total Bid)	1	LS	\$69,690.00	\$69,690.00	\$205,000.00	\$205,000.00	\$175,000.00	\$175,000.00
2	SWPPP	1	LS	\$7,260.00	\$7,260.00	\$20,000.00	\$20,000.00	\$25,000.00	\$25,000.00
3	Traffic Control Plan	1	LS	\$25,077.00	\$25,077.00	\$30,000.00	\$30,000.00	\$75,000.00	\$75,000.00
4	Construction Survey	1	LS	\$10,100.00	\$10,100.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
5	8" DIP Water Pipeline	7,840	LF	\$124.00	\$972,160.00	\$148.00	\$1,160,320.00	\$220.00	\$1,724,800.00
6	16" DIP Water Pipeline	5,800	LF	\$196.00	\$1,136,800.00	\$237.00	\$1,374,600.00	\$240.00	\$1,392,000.00
7	24" DIP Water Pipeline	55	LF	\$475.00	\$26,125.00	\$742.00	\$40,810.00	\$350.00	\$19,250.00
8	12" DIP Water Pipeline w/ Purple Polyethylene Wrap	735	LF	\$130.00	\$95,550.00	\$173.00	\$127,155.00	\$230.00	\$169,050.00
9	8" Gate Valve	31	EA	\$2,353.00	\$72,943.00	\$2,400.00	\$74,400.00	\$2,100.00	\$65,100.00
10	12" Gate Valve	4	EA	\$4,244.00	\$16,976.00	\$3,900.00	\$15,600.00	\$3,000.00	\$12,000.00
11	16" Butterfly Valve	10	EA	\$6,440.00	\$64,400.00	\$8,000.00	\$80,000.00	\$6,000.00	\$60,000.00
12	24" Butterfly Valve	1	EA	\$13,105.00	\$13,105.00	\$14,800.00	\$14,800.00	\$22,000.00	\$22,000.00
13	Fire Hydrant w/ Check Valve (Residential)	10	EA	\$15,985.00	\$159,850.00	\$15,000.00	\$150,000.00	\$10,500.00	\$105,000.00
14	Fire Hydrant w/ Check Valve (Commercial)	6	EA	\$15,850.00	\$95,100.00	\$15,000.00	\$90,000.00	\$13,000.00	\$78,000.00
15	Blow-Off Fire Hydrant w/Check Valve	2	EA	\$14,820.00	\$29,640.00	\$12,000.00	\$24,000.00	\$12,500.00	\$25,000.00
16	1" Service to Existing Meter	58	EA	\$3,150.00	\$182,700.00	\$3,000.00	\$174,000.00	\$3,100.00	\$179,800.00
17	2" Service to Existing Meter	8	EA	\$7,400.00	\$59,200.00	\$6,600.00	\$52,800.00	\$5,500.00	\$44,000.00
18	4" Service to Existing Meter	4	EA	\$7,400.00	\$29,600.00	\$23,000.00	\$92,000.00	\$15,000.00	\$60,000.00
19	Drop Section	35	EA	\$2,685.00	\$93,975.00	\$2,800.00	\$98,000.00	\$6,000.00	\$210,000.00
20	Air and Vaccum Release Valve	3	EA	\$8,320.00	\$24,960.00	\$8,000.00	\$24,000.00	\$9,000.00	\$27,000.00
21	Connection to Existing 6" Fire Service lateral	2	EA	\$9,940.00	\$19,880.00	\$5,000.00	\$10,000.00	\$8,500.00	\$17,000.00
22	Relocate and Restore Customer Water Service	800	LF	\$26.21	\$20,968.00	\$34.00	\$27,200.00	\$100.00	\$80,000.00
23	Connection per Detail 1, Sheet 6	1	LS	\$10,895.00	\$10,895.00	\$3,800.00	\$3,800.00	\$11,500.00	\$11,500.00
24	Connection per Detail 2, Sheet 6	1	LS	\$10,500.00	\$10,500.00	\$3,800.00	\$3,800.00	\$10,800.00	\$10,800.00
25	Connection per Detail 3, Sheet 6	1	LS	\$5,050.00	\$5,050.00	\$3,800.00	\$3,800.00	\$10,000.00	\$10,000.00
26	Connection per Detail 4, Sheet 6	1	LS	\$13,800.00	\$13,800.00	\$40,000.00	\$40,000.00	\$21,000.00	\$21,000.00
27	Connection per Detail 1, Sheet 7	1	LS	\$41,900.00	\$41,900.00	\$48,000.00	\$48,000.00	\$80,000.00	\$80,000.00
28	Connection per Detail 2, Sheet 7	1	LS	\$11,625.00	\$11,625.00	\$5,000.00	\$5,000.00	\$14,000.00	\$14,000.00
29	Connection per Detail 1, Sheet 8	1	LS	\$9,030.00	\$9,030.00	\$5,800.00	\$5,800.00	\$10,500.00	\$10,500.00
30	Connection per Detail 2, Sheet 8	1	LS	\$12,065.00	\$12,065.00	\$5,000.00	\$5,000.00	\$18,000.00	\$18,000.00
31	Connection per Detail 3, Sheet 8	1	LS	\$11,116.00	\$11,116.00	\$6,000.00	\$6,000.00	\$18,000.00	\$18,000.00
32	Connection per Detail 1, Sheet 9	1	LS	\$12,135.00	\$12,135.00	\$5,980.00	\$5,980.00	\$18,000.00	\$18,000.00
33	Connection per Detail 2, Sheet 9	1	LS	\$15,050.00	\$15,050.00	\$7,600.00	\$7,600.00	\$22,500.00	\$22,500.00
34	Connection per Detail 3, Sheet 9	1	LS	\$6,745.00	\$6,745.00	\$4,800.00	\$4,800.00	\$13,500.00	\$13,500.00
35	Connection per Detail 4, Sheet 9	1	LS	\$5,835.00	\$5,835.00	\$4,800.00	\$4,800.00	\$10,500.00	\$10,500.00
36	Connection per Detail 1, Sheet 10	1	LS	\$14,330.00	\$14,330.00	\$6,800.00	\$6,800.00	\$16,500.00	\$16,500.00
37	Connection per Detail 2, Sheet 10	1	LS	\$5,800.00	\$5,800.00	\$3,800.00	\$3,800.00	\$10,500.00	\$10,500.00
38	Connection per Detail 1, Sheet 11	1	LS	\$5,895.00	\$5,895.00	\$5,200.00	\$5,200.00	\$10,500.00	\$10,500.00
39	Connection per Detail 2, Sheet 11	1	LS	\$8,550.00	\$8,550.00	\$5,200.00	\$5,200.00	\$11,000.00	\$11,000.00
40	Connection per Detail 1, Sheet 12	1	LS	\$12,835.00	\$12,835.00	\$9,800.00	\$9,800.00	\$22,000.00	\$22,000.00
41	Connection per Detail 2, Sheet 12	1	LS	\$14,485.00	\$14,485.00	\$12,000.00	\$12,000.00	\$21,000.00	\$21,000.00
42	Connection per Detail 1, Sheet 13	1	LS	\$12,625.00	\$12,625.00	\$6,200.00	\$6,200.00	\$15,500.00	\$15,500.00
43	Connection per Detail 1, Sheet 14	1	LS	\$13,055.00	\$13,055.00	\$4,200.00	\$4,200.00	\$30,000.00	\$30,000.00
44	Connection per Detail 2, Sheet 14	1	LS	\$13,055.00	\$13,055.00	\$4,200.00	\$4,200.00	\$30,000.00	\$30,000.00
45	Connection per Detail 3, Sheet 14	1	LS	\$13,055.00	\$13,055.00	\$4,400.00	\$4,400.00	\$30,000.00	\$30,000.00
46	Connection per Detail 4, Sheet 14	1	LS	\$13,055.00	\$13,055.00	\$4,400.00	\$4,400.00	\$30,000.00	\$30,000.00
47	Connection per Detail 1, Sheet 15	1	LS	\$12,265.00	\$12,265.00	\$3,800.00	\$3,800.00	\$29,000.00	\$29,000.00
48	Connection per Detail 2, Sheet 15	1	LS	\$7,850.00	\$7,850.00	\$5,900.00	\$5,900.00	\$14,500.00	\$14,500.00
49	Connection per Detail 1, Sheet 16	1	LS	\$9,775.00	\$9,775.00	\$4,800.00	\$4,800.00	\$12,800.00	\$12,800.00

**CITY OF REDLANDS
MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT
Bid Analysis**

ATTACHMENT "C"

PROJECT No.: 501068
2025 CIP Water Pipeline Replacement Project

Bid Date: 12/4/2025
Estimated Start Date: 3/9/2026

Item No.	Bid Item	Qty	Unit	MCC Pipeline		Tryco General Engineering		All Cities Engineering, Inc.	
				Unit Price	Item Price	Unit Price	Item Price	Unit Price	Item Price
50	Connection per Detail 1, Sheet 17	1	LS	\$10,070.00	\$10,070.00	\$4,000.00	\$4,000.00	\$11,800.00	\$11,800.00
51	Connection per Detail 2, Sheet 17	1	LS	\$11,200.00	\$11,200.00	\$4,000.00	\$4,000.00	\$15,000.00	\$15,000.00
52	Connection per Detail 3, Sheet 17	1	LS	\$11,200.00	\$11,200.00	\$4,800.00	\$4,800.00	\$14,000.00	\$14,000.00
53	Unforeseen work not covered within all other bid items	1	LS	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00
54	Demobilization	1	LS	\$22,690.00	\$22,690.00	\$10,000.00	\$10,000.00	\$25,000.00	\$25,000.00
	Additions/Deductions								
Total Bid Price					\$4,003,595.00		\$4,562,565.00		\$5,602,400.00

License Status	Active	Active	Active
Sub's License Status	Active	Active	Active
Submitted Entire Bid Submittal Package	Yes	Yes	Yes
Bid Bond Company	Great Midwest Insurance Company	Merchants Bonding Company	Employers Mutuality Casualty Company
Submitted Sub's Qualification Statement	Yes	No	Yes
DIR Status	Active	Active	Active
Error in bid	No	No	No

**CITY OF REDLANDS
MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT
Bid Analysis**

ATTACHMENT "C"

PROJECT No.: 501068
2025 CIP Water Pipeline Replacement Project

Bid Date: 12/4/2025
Estimated Start Date: 3/9/2026

Item No.	Bid Item	Qty	Unit	Gentry General Engineering, Inc.		Borden Excavating, Inc.		Weka Inc.	
				Unit Price	Item Price	Unit Price	Item Price	Unit Price	Item Price
1	Mobilization (Max. 5% of Total Bid)	1	LS	\$256,200.00	\$256,200.00	\$104,604.00	\$104,604.00	\$230,000.00	\$230,000.00
2	SWPPP	1	LS	\$55,963.00	\$55,963.00	\$3,000.00	\$3,000.00	\$6,000.00	\$6,000.00
3	Traffic Control Plan	1	LS	\$17,302.00	\$17,302.00	\$5,000.00	\$5,000.00	\$123,917.00	\$123,917.00
4	Construction Survey	1	LS	\$32,025.00	\$32,025.00	\$15,000.00	\$15,000.00	\$28,860.00	\$28,860.00
5	8" DIP Water Pipeline	7,840	LF	\$190.00	\$1,489,600.00	\$245.00	\$1,920,800.00	\$264.00	\$2,069,760.00
6	16" DIP Water Pipeline	5,800	LF	\$296.00	\$1,716,800.00	\$320.00	\$1,856,000.00	\$368.00	\$2,134,400.00
7	24" DIP Water Pipeline	55	LF	\$1,056.00	\$58,080.00	\$1,700.00	\$93,500.00	\$1,730.00	\$95,150.00
8	12" DIP Water Pipeline w/ Purple Polyethylene Wrap	735	LF	\$172.00	\$126,420.00	\$233.00	\$171,255.00	\$335.00	\$246,225.00
9	8" Gate Valve	31	EA	\$3,215.00	\$99,665.00	\$4,000.00	\$124,000.00	\$3,300.00	\$102,300.00
10	12" Gate Valve	4	EA	\$5,790.00	\$23,160.00	\$6,000.00	\$24,000.00	\$5,200.00	\$20,800.00
11	16" Butterfly Valve	10	EA	\$9,354.00	\$93,540.00	\$11,500.00	\$115,000.00	\$11,000.00	\$110,000.00
12	24" Butterfly Valve	1	EA	\$27,282.00	\$27,282.00	\$21,000.00	\$21,000.00	\$20,000.00	\$20,000.00
13	Fire Hydrant w/ Check Valve (Residential)	10	EA	\$16,420.00	\$164,200.00	\$20,500.00	\$205,000.00	\$20,000.00	\$200,000.00
14	Fire Hydrant w/ Check Valve (Commercial)	6	EA	\$17,084.00	\$102,504.00	\$22,000.00	\$132,000.00	\$20,500.00	\$123,000.00
15	Blow-Off Fire Hydrant w/Check Valve	2	EA	\$16,236.00	\$32,472.00	\$19,500.00	\$39,000.00	\$17,000.00	\$34,000.00
16	1" Service to Existing Meter	58	EA	\$2,518.00	\$146,044.00	\$6,000.00	\$348,000.00	\$4,000.00	\$232,000.00
17	2" Service to Existing Meter	8	EA	\$5,182.00	\$41,456.00	\$13,500.00	\$108,000.00	\$9,000.00	\$72,000.00
18	4" Service to Existing Meter	4	EA	\$10,295.00	\$41,180.00	\$32,000.00	\$128,000.00	\$23,000.00	\$92,000.00
19	Drop Section	35	EA	\$10,683.00	\$373,905.00	\$1,400.00	\$49,000.00	\$2,000.00	\$70,000.00
20	Air and Vacuum Release Valve	3	EA	\$11,577.00	\$34,731.00	\$16,000.00	\$48,000.00	\$12,000.00	\$36,000.00
21	Connection to Existing 6" Fire Service Lateral	2	EA	\$14,039.00	\$28,078.00	\$13,500.00	\$27,000.00	\$13,000.00	\$26,000.00
22	Relocate and Restore Customer Water Service	800	LF	\$50.00	\$40,000.00	\$100.00	\$80,000.00	\$75.00	\$60,000.00
23	Connection per Detail 1, Sheet 6	1	LS	\$11,135.00	\$11,135.00	\$17,000.00	\$17,000.00	\$6,500.00	\$6,500.00
24	Connection per Detail 2, Sheet 6	1	LS	\$9,602.00	\$9,602.00	\$17,000.00	\$17,000.00	\$6,500.00	\$6,500.00
25	Connection per Detail 3, Sheet 6	1	LS	\$8,776.00	\$8,776.00	\$17,000.00	\$17,000.00	\$6,000.00	\$6,000.00
26	Connection per Detail 4, Sheet 6	1	LS	\$14,875.00	\$14,875.00	\$30,500.00	\$30,500.00	\$12,500.00	\$12,500.00
27	Connection per Detail 1, Sheet 7	1	LS	\$41,274.00	\$41,274.00	\$46,000.00	\$46,000.00	\$24,000.00	\$24,000.00
28	Connection per Detail 2, Sheet 7	1	LS	\$9,876.00	\$9,876.00	\$17,000.00	\$17,000.00	\$6,000.00	\$6,000.00
29	Connection per Detail 1, Sheet 8	1	LS	\$9,947.00	\$9,947.00	\$17,000.00	\$17,000.00	\$6,000.00	\$6,000.00
30	Connection per Detail 2, Sheet 8	1	LS	\$9,947.00	\$9,947.00	\$18,000.00	\$18,000.00	\$9,500.00	\$9,500.00
31	Connection per Detail 3, Sheet 8	1	LS	\$9,947.00	\$9,947.00	\$18,000.00	\$18,000.00	\$9,500.00	\$9,500.00
32	Connection per Detail 1, Sheet 9	1	LS	\$20,504.00	\$20,504.00	\$18,000.00	\$18,000.00	\$10,000.00	\$10,000.00
33	Connection per Detail 2, Sheet 9	1	LS	\$27,516.00	\$27,516.00	\$34,000.00	\$34,000.00	\$7,000.00	\$7,000.00
34	Connection per Detail 3, Sheet 9	1	LS	\$9,140.00	\$9,140.00	\$17,000.00	\$17,000.00	\$6,500.00	\$6,500.00
35	Connection per Detail 4, Sheet 9	1	LS	\$8,761.00	\$8,761.00	\$9,000.00	\$9,000.00	\$6,500.00	\$6,500.00
36	Connection per Detail 1, Sheet 10	1	LS	\$10,694.00	\$10,694.00	\$17,000.00	\$17,000.00	\$6,500.00	\$6,500.00
37	Connection per Detail 2, Sheet 10	1	LS	\$8,791.00	\$8,791.00	\$17,000.00	\$17,000.00	\$6,000.00	\$6,000.00
38	Connection per Detail 1, Sheet 11	1	LS	\$8,776.00	\$8,776.00	\$17,000.00	\$17,000.00	\$6,000.00	\$6,000.00
39	Connection per Detail 2, Sheet 11	1	LS	\$8,776.00	\$8,776.00	\$17,000.00	\$17,000.00	\$6,000.00	\$6,000.00
40	Connection per Detail 1, Sheet 12	1	LS	\$10,574.00	\$10,574.00	\$17,000.00	\$17,000.00	\$5,000.00	\$5,000.00
41	Connection per Detail 2, Sheet 12	1	LS	\$12,868.00	\$12,868.00	\$17,000.00	\$17,000.00	\$12,000.00	\$12,000.00
42	Connection per Detail 1, Sheet 13	1	LS	\$12,945.00	\$12,945.00	\$18,000.00	\$18,000.00	\$10,000.00	\$10,000.00
43	Connection per Detail 1, Sheet 14	1	LS	\$11,648.00	\$11,648.00	\$18,000.00	\$18,000.00	\$10,000.00	\$10,000.00
44	Connection per Detail 2, Sheet 14	1	LS	\$11,853.00	\$11,853.00	\$18,000.00	\$18,000.00	\$10,000.00	\$10,000.00
45	Connection per Detail 3, Sheet 14	1	LS	\$11,853.00	\$11,853.00	\$18,000.00	\$18,000.00	\$10,000.00	\$10,000.00
46	Connection per Detail 4, Sheet 14	1	LS	\$11,853.00	\$11,853.00	\$18,000.00	\$18,000.00	\$10,000.00	\$10,000.00
47	Connection per Detail 1, Sheet 15	1	LS	\$11,029.00	\$11,029.00	\$21,000.00	\$21,000.00	\$16,500.00	\$16,500.00

**CITY OF REDLANDS
MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT
Bid Analysis**

ATTACHMENT "C"

PROJECT No.: 501068
2025 CIP Water Pipeline Replacement Project

Bid Date: 12/4/2025
Estimated Start Date: 3/9/2026

Item No.	Bid Item	Qty	Unit	Gentry General Engineering, Inc.		Borden Excavating, Inc.		Weka Inc.	
				Unit Price	Item Price	Unit Price	Item Price	Unit Price	Item Price
48	Connection per Detail 2, Sheet 15	1	LS	\$9,801.00	\$9,801.00	\$18,000.00	\$18,000.00	\$7,500.00	\$7,500.00
49	Connection per Detail 1, Sheet 16	1	LS	\$9,140.00	\$9,140.00	\$16,500.00	\$16,500.00	\$5,000.00	\$5,000.00
50	Connection per Detail 1, Sheet 17	1	LS	\$9,140.00	\$9,140.00	\$16,500.00	\$16,500.00	\$6,000.00	\$6,000.00
51	Connection per Detail 2, Sheet 17	1	LS	\$10,357.00	\$10,357.00	\$18,700.00	\$18,700.00	\$11,000.00	\$11,000.00
52	Connection per Detail 3, Sheet 17	1	LS	\$10,357.00	\$10,357.00	\$18,700.00	\$18,700.00	\$11,000.00	\$11,000.00
53	Unforeseen work not covered within all other bid items	1	LS	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00
54	Demobilization	1	LS	\$32,025.00	\$32,025.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00
	Additions/Deductions								
Total Bid Price				\$5,804,387.00		\$6,599,059.00		\$6,803,412.00	

**CITY OF REDLANDS
MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT
Bid Analysis**

ATTACHMENT "C"

PROJECT No.: 501068
2025 CIP Water Pipeline Replacement Project

Bid Date: 12/4/2025
Estimated Start Date: 3/9/2026

Item No.	Bid Item	Qty	Unit	JA Salazar Construction		Big Ben Inc.		MNR Construction Inc.	
				Unit Price	Item Price	Unit Price	Item Price	Unit Price	Item Price
1	Mobilization (Max. 5% of Total Bid)	1	LS	\$100,000.00	\$100,000.00	\$352,000.00	\$352,000.00	\$300,000.00	\$300,000.00
2	SWPPP	1	LS	\$28,000.00	\$28,000.00	\$14,768.00	\$14,768.00	\$68,000.00	\$68,000.00
3	Traffic Control Plan	1	LS	\$90,000.00	\$90,000.00	\$25,000.00	\$25,000.00	\$74,000.00	\$74,000.00
4	Construction Survey	1	LS	\$60,000.00	\$60,000.00	\$64,902.00	\$64,902.00	\$41,000.00	\$41,000.00
5	8" DIP Water Pipeline	7,840	LF	\$280.00	\$2,195,200.00	\$241.00	\$1,889,440.00	\$330.00	\$2,587,200.00
6	16" DIP Water Pipeline	5,800	LF	\$340.00	\$1,972,000.00	\$389.00	\$2,256,200.00	\$410.00	\$2,378,000.00
7	24" DIP Water Pipeline	55	LF	\$900.00	\$49,500.00	\$1,193.00	\$65,615.00	\$1,200.00	\$66,000.00
8	12" DIP Water Pipeline w/ Purple Polyethylene Wrap	735	LF	\$250.00	\$183,750.00	\$216.00	\$158,760.00	\$530.00	\$389,550.00
9	8" Gate Valve	31	EA	\$4,500.00	\$139,500.00	\$4,668.00	\$144,708.00	\$2,700.00	\$83,700.00
10	12" Gate Valve	4	EA	\$5,500.00	\$22,000.00	\$7,059.00	\$28,236.00	\$4,490.00	\$17,960.00
11	16" Butterfly Valve	10	EA	\$19,000.00	\$190,000.00	\$13,876.00	\$138,760.00	\$9,030.00	\$90,300.00
12	24" Butterfly Valve	1	EA	\$22,000.00	\$22,000.00	\$33,032.00	\$33,032.00	\$15,360.00	\$15,360.00
13	Fire Hydrant w/ Check Valve (Residential)	10	EA	\$26,000.00	\$260,000.00	\$28,761.00	\$287,610.00	\$14,840.00	\$148,400.00
14	Fire Hydrant w/ Check Valve (Commercial)	6	EA	\$27,000.00	\$162,000.00	\$25,314.00	\$151,884.00	\$16,070.00	\$96,420.00
15	Blow-Off Fire Hydrant w/Check Valve	2	EA	\$27,000.00	\$54,000.00	\$25,284.00	\$50,568.00	\$15,980.00	\$31,960.00
16	1" Service to Existing Meter	58	EA	\$5,500.00	\$319,000.00	\$5,103.00	\$295,974.00	\$2,960.00	\$171,680.00
17	2" Service to Existing Meter	8	EA	\$9,800.00	\$78,400.00	\$9,993.00	\$79,944.00	\$7,470.00	\$59,760.00
18	4" Service to Existing Meter	4	EA	\$16,000.00	\$64,000.00	\$12,505.00	\$50,020.00	\$23,840.00	\$95,360.00
19	Drop Section	35	EA	\$13,000.00	\$455,000.00	\$4,721.00	\$165,235.00	\$7,250.00	\$253,750.00
20	Air and Vacuum Release Valve	3	EA	\$18,000.00	\$54,000.00	\$16,758.00	\$50,274.00	\$13,380.00	\$40,140.00
21	Connection to Existing 6" Fire Service Lateral	2	EA	\$18,000.00	\$36,000.00	\$12,607.00	\$25,214.00	\$7,340.00	\$14,680.00
22	Relocate and Restore Customer Water Service	800	LF	\$80.00	\$64,000.00	\$100.00	\$80,000.00	\$98.00	\$78,400.00
23	Connection per Detail 1, Sheet 6	1	LS	\$10,000.00	\$10,000.00	\$18,219.00	\$18,219.00	\$7,470.00	\$7,470.00
24	Connection per Detail 2, Sheet 6	1	LS	\$7,000.00	\$7,000.00	\$16,342.00	\$16,342.00	\$7,290.00	\$7,290.00
25	Connection per Detail 3, Sheet 6	1	LS	\$7,000.00	\$7,000.00	\$15,331.00	\$15,331.00	\$6,980.00	\$6,980.00
26	Connection per Detail 4, Sheet 6	1	LS	\$14,000.00	\$14,000.00	\$22,799.00	\$22,799.00	\$10,420.00	\$10,420.00
27	Connection per Detail 1, Sheet 7	1	LS	\$16,000.00	\$16,000.00	\$55,119.00	\$55,119.00	\$9,840.00	\$9,840.00
28	Connection per Detail 2, Sheet 7	1	LS	\$10,000.00	\$10,000.00	\$16,677.00	\$16,677.00	\$6,930.00	\$6,930.00
29	Connection per Detail 1, Sheet 8	1	LS	\$7,000.00	\$7,000.00	\$14,768.00	\$14,768.00	\$6,870.00	\$6,870.00
30	Connection per Detail 2, Sheet 8	1	LS	\$10,000.00	\$10,000.00	\$16,765.00	\$16,765.00	\$7,610.00	\$7,610.00
31	Connection per Detail 3, Sheet 8	1	LS	\$10,000.00	\$10,000.00	\$16,765.00	\$16,765.00	\$7,610.00	\$7,610.00
32	Connection per Detail 1, Sheet 9	1	LS	\$10,000.00	\$10,000.00	\$19,509.00	\$19,509.00	\$8,080.00	\$8,080.00
33	Connection per Detail 2, Sheet 9	1	LS	\$10,000.00	\$10,000.00	\$17,913.00	\$17,913.00	\$7,390.00	\$7,390.00
34	Connection per Detail 3, Sheet 9	1	LS	\$7,000.00	\$7,000.00	\$15,777.00	\$15,777.00	\$7,060.00	\$7,060.00
35	Connection per Detail 4, Sheet 9	1	LS	\$7,000.00	\$7,000.00	\$15,312.00	\$15,312.00	\$7,220.00	\$7,220.00
36	Connection per Detail 1, Sheet 10	1	LS	\$9,000.00	\$9,000.00	\$17,679.00	\$17,679.00	\$7,080.00	\$7,080.00
37	Connection per Detail 2, Sheet 10	1	LS	\$7,000.00	\$7,000.00	\$15,350.00	\$15,350.00	\$6,990.00	\$6,990.00
38	Connection per Detail 1, Sheet 11	1	LS	\$7,000.00	\$7,000.00	\$15,331.00	\$15,331.00	\$6,870.00	\$6,870.00
39	Connection per Detail 2, Sheet 11	1	LS	\$7,000.00	\$7,000.00	\$15,331.00	\$15,331.00	\$6,930.00	\$6,930.00
40	Connection per Detail 1, Sheet 12	1	LS	\$9,500.00	\$9,500.00	\$17,533.00	\$17,533.00	\$6,240.00	\$6,240.00
41	Connection per Detail 2, Sheet 12	1	LS	\$10,000.00	\$10,000.00	\$20,341.00	\$20,341.00	\$7,310.00	\$7,310.00
42	Connection per Detail 1, Sheet 13	1	LS	\$11,000.00	\$11,000.00	\$20,435.00	\$20,435.00	\$7,850.00	\$7,850.00
43	Connection per Detail 1, Sheet 14	1	LS	\$10,000.00	\$10,000.00	\$18,848.00	\$18,848.00	\$7,690.00	\$7,690.00
44	Connection per Detail 2, Sheet 14	1	LS	\$10,000.00	\$10,000.00	\$19,099.00	\$19,099.00	\$7,690.00	\$7,690.00
45	Connection per Detail 3, Sheet 14	1	LS	\$10,000.00	\$10,000.00	\$19,099.00	\$19,099.00	\$7,690.00	\$7,690.00
46	Connection per Detail 4, Sheet 14	1	LS	\$10,000.00	\$10,000.00	\$19,099.00	\$19,099.00	\$7,930.00	\$7,930.00
47	Connection per Detail 1, Sheet 15	1	LS	\$10,000.00	\$10,000.00	\$18,089.00	\$18,089.00	\$10,560.00	\$10,560.00

**CITY OF REDLANDS
MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT
Bid Analysis**

ATTACHMENT "C"

PROJECT No.: 501068
2025 CIP Water Pipeline Replacement Project

Bid Date: 12/4/2025
Estimated Start Date: 3/9/2026

Item No.	Bid Item	Qty	Unit	JA Salazar Construction		Big Ben Inc.		MNR Construction Inc.	
				Unit Price	Item Price	Unit Price	Item Price	Unit Price	Item Price
48	Connection per Detail 2, Sheet 15	1	LS	\$7,000.00	\$7,000.00	\$16,586.00	\$16,586.00	\$7,850.00	\$7,850.00
49	Connection per Detail 1, Sheet 16	1	LS	\$7,000.00	\$7,000.00	\$15,777.00	\$15,777.00	\$6,270.00	\$6,270.00
50	Connection per Detail 1, Sheet 17	1	LS	\$7,000.00	\$7,000.00	\$15,777.00	\$15,777.00	\$6,890.00	\$6,890.00
51	Connection per Detail 2, Sheet 17	1	LS	\$10,000.00	\$10,000.00	\$17,267.00	\$17,267.00	\$8,450.00	\$8,450.00
52	Connection per Detail 3, Sheet 17	1	LS	\$10,000.00	\$10,000.00	\$17,267.00	\$17,267.00	\$8,530.00	\$8,530.00
53	Unforeseen work not covered within all other bid items	1	LS	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00
54	Demobilization	1	LS	\$100,000.00	\$100,000.00	\$44,303.00	\$44,303.00	\$50,000.00	\$50,000.00
	Additions/Deductions								
Total Bid Price				\$7,374,850.00		\$7,412,651.00		\$7,781,210.00	

*Arithmetic Error

**CITY OF REDLANDS
MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT
Bid Analysis**

ATTACHMENT "C"

PROJECT No.: 501068
2025 CIP Water Pipeline Replacement Project

Bid Date: 12/4/2025
Estimated Start Date: 3/9/2026

Item No.	Bid Item	Qty	Unit	Toro Enterprises Inc.		Dominguez General Engineering		TE Roberts Inc.	
				Unit Price	Item Price	Unit Price	Item Price	Unit Price	Item Price
1	Mobilization (Max. 5% of Total Bid)	1	LS	\$147,000.00	\$147,000.00	\$100,000.00	\$100,000.00	\$350,000.00	\$350,000.00
2	SWPPP	1	LS	\$40,000.00	\$40,000.00	\$30,000.00	\$30,000.00	\$91,955.00	\$91,955.00
3	Traffic Control Plan	1	LS	\$345,000.00	\$345,000.00	\$80,000.00	\$80,000.00	\$18,530.00	\$18,530.00
4	Construction Survey	1	LS	\$65,000.00	\$65,000.00	\$30,000.00	\$30,000.00	\$61,767.00	\$61,767.00
5	8" DIP Water Pipeline	7,840	LF	\$260.00	\$2,038,400.00	\$350.00	\$2,744,000.00	\$259.00	\$2,030,560.00
6	16" DIP Water Pipeline	5,800	LF	\$320.00	\$1,856,000.00	\$450.00	\$2,610,000.00	\$376.00	\$2,180,800.00
7	24" DIP Water Pipeline	55	LF	\$1,469.00	\$80,795.00	\$1,000.00	\$55,000.00	\$1,058.00	\$58,190.00
8	12" DIP Water Pipeline w/ Purple Polyethylene Wrap	735	LF	\$511.00	\$375,585.00	\$425.00	\$312,375.00	\$186.00	\$136,710.00
9	8" Gate Valve	31	EA	\$2,908.00	\$90,148.00	\$3,000.00	\$93,000.00	\$3,872.00	\$120,032.00
10	12" Gate Valve	4	EA	\$5,227.00	\$20,908.00	\$5,000.00	\$20,000.00	\$8,171.00	\$32,684.00
11	16" Butterfly Valve	10	EA	\$9,010.00	\$90,100.00	\$7,000.00	\$70,000.00	\$10,214.00	\$102,140.00
12	24" Butterfly Valve	1	EA	\$21,640.00	\$21,640.00	\$20,000.00	\$20,000.00	\$31,266.00	\$31,266.00
13	Fire Hydrant w/ Check Valve (Residential)	10	EA	\$24,155.00	\$241,550.00	\$20,000.00	\$200,000.00	\$21,826.00	\$218,260.00
14	Fire Hydrant w/ Check Valve (Commercial)	6	EA	\$25,370.00	\$152,220.00	\$21,000.00	\$126,000.00	\$22,310.00	\$133,860.00
15	Blow-Off Fire Hydrant w/Check Valve	2	EA	\$25,850.00	\$51,700.00	\$21,000.00	\$42,000.00	\$22,436.00	\$44,872.00
16	1" Service to Existing Meter	58	EA	\$12,190.00	\$707,020.00	\$3,500.00	\$203,000.00	\$4,324.00	\$250,792.00
17	2" Service to Existing Meter	8	EA	\$18,875.00	\$151,000.00	\$10,000.00	\$80,000.00	\$7,337.00	\$58,696.00
18	4" Service to Existing Meter	4	EA	\$19,550.00	\$78,200.00	\$40,000.00	\$160,000.00	\$14,822.00	\$59,288.00
19	Drop Section	35	EA	\$3,860.00	\$135,100.00	\$3,000.00	\$105,000.00	\$10,664.00	\$373,240.00
20	Air and Vacuum Release Valve	3	EA	\$23,450.00	\$70,350.00	\$10,000.00	\$30,000.00	\$15,729.00	\$47,187.00
21	Connection to Existing 6" Fire Service Lateral	2	EA	\$13,840.00	\$27,680.00	\$30,000.00	\$60,000.00	\$21,528.00	\$43,056.00
22	Relocate and Restore Customer Water Service	800	LF	\$323.00	\$258,400.00	\$20.00	\$16,000.00	\$1,809.00	\$1,447,200.00
23	Connection per Detail 1, Sheet 6	1	LS	\$9,995.00	\$9,995.00	\$8,000.00	\$8,000.00	\$15,532.00	\$15,532.00
24	Connection per Detail 2, Sheet 6	1	LS	\$8,345.00	\$8,345.00	\$8,000.00	\$8,000.00	\$13,680.00	\$13,680.00
25	Connection per Detail 3, Sheet 6	1	LS	\$7,455.00	\$7,455.00	\$8,000.00	\$8,000.00	\$12,683.00	\$12,683.00
26	Connection per Detail 4, Sheet 6	1	LS	\$14,020.00	\$14,020.00	\$10,000.00	\$10,000.00	\$20,049.00	\$20,049.00
27	Connection per Detail 1, Sheet 7	1	LS	\$40,730.00	\$40,730.00	\$50,000.00	\$50,000.00	\$51,932.00	\$51,932.00
28	Connection per Detail 2, Sheet 7	1	LS	\$8,640.00	\$8,640.00	\$10,000.00	\$10,000.00	\$14,011.00	\$14,011.00
29	Connection per Detail 1, Sheet 8	1	LS	\$9,600.00	\$9,600.00	\$8,000.00	\$8,000.00	\$14,097.00	\$14,097.00
30	Connection per Detail 2, Sheet 8	1	LS	\$8,715.00	\$8,715.00	\$10,000.00	\$10,000.00	\$14,097.00	\$14,097.00
31	Connection per Detail 3, Sheet 8	1	LS	\$8,715.00	\$8,715.00	\$10,000.00	\$10,000.00	\$14,097.00	\$14,097.00
32	Connection per Detail 1, Sheet 9	1	LS	\$11,130.00	\$11,130.00	\$10,000.00	\$10,000.00	\$28,931.00	\$28,931.00
33	Connection per Detail 2, Sheet 9	1	LS	\$9,725.00	\$9,725.00	\$10,000.00	\$10,000.00	\$27,357.00	\$27,357.00
34	Connection per Detail 3, Sheet 9	1	LS	\$7,850.00	\$7,850.00	\$8,000.00	\$8,000.00	\$13,123.00	\$13,123.00
35	Connection per Detail 4, Sheet 9	1	LS	\$7,435.00	\$7,435.00	\$8,000.00	\$8,000.00	\$12,664.00	\$12,664.00
36	Connection per Detail 1, Sheet 10	1	LS	\$9,505.00	\$9,505.00	\$10,000.00	\$10,000.00	\$14,999.00	\$14,999.00
37	Connection per Detail 2, Sheet 10	1	LS	\$7,475.00	\$7,475.00	\$8,000.00	\$8,000.00	\$12,701.00	\$12,701.00
38	Connection per Detail 1, Sheet 11	1	LS	\$7,475.00	\$7,475.00	\$8,000.00	\$8,000.00	\$12,683.00	\$12,683.00
39	Connection per Detail 2, Sheet 11	1	LS	\$7,345.00	\$7,345.00	\$8,000.00	\$8,000.00	\$12,683.00	\$12,683.00
40	Connection per Detail 1, Sheet 12	1	LS	\$9,390.00	\$9,390.00	\$10,000.00	\$10,000.00	\$14,854.00	\$14,854.00
41	Connection per Detail 2, Sheet 12	1	LS	\$11,860.00	\$11,860.00	\$12,000.00	\$12,000.00	\$17,625.00	\$17,625.00
42	Connection per Detail 1, Sheet 13	1	LS	\$13,600.00	\$13,600.00	\$12,000.00	\$12,000.00	\$17,718.00	\$17,718.00
43	Connection per Detail 1, Sheet 14	1	LS	\$10,550.00	\$10,550.00	\$12,000.00	\$12,000.00	\$16,152.00	\$16,152.00
44	Connection per Detail 2, Sheet 14	1	LS	\$10,770.00	\$10,770.00	\$12,000.00	\$12,000.00	\$16,399.00	\$16,399.00
45	Connection per Detail 3, Sheet 14	1	LS	\$10,770.00	\$10,770.00	\$12,000.00	\$12,000.00	\$16,399.00	\$16,399.00
46	Connection per Detail 4, Sheet 14	1	LS	\$10,770.00	\$10,770.00	\$12,000.00	\$12,000.00	\$16,399.00	\$16,399.00
47	Connection per Detail 1, Sheet 15	1	LS	\$9,880.00	\$9,880.00	\$12,000.00	\$12,000.00	\$15,404.00	\$15,404.00

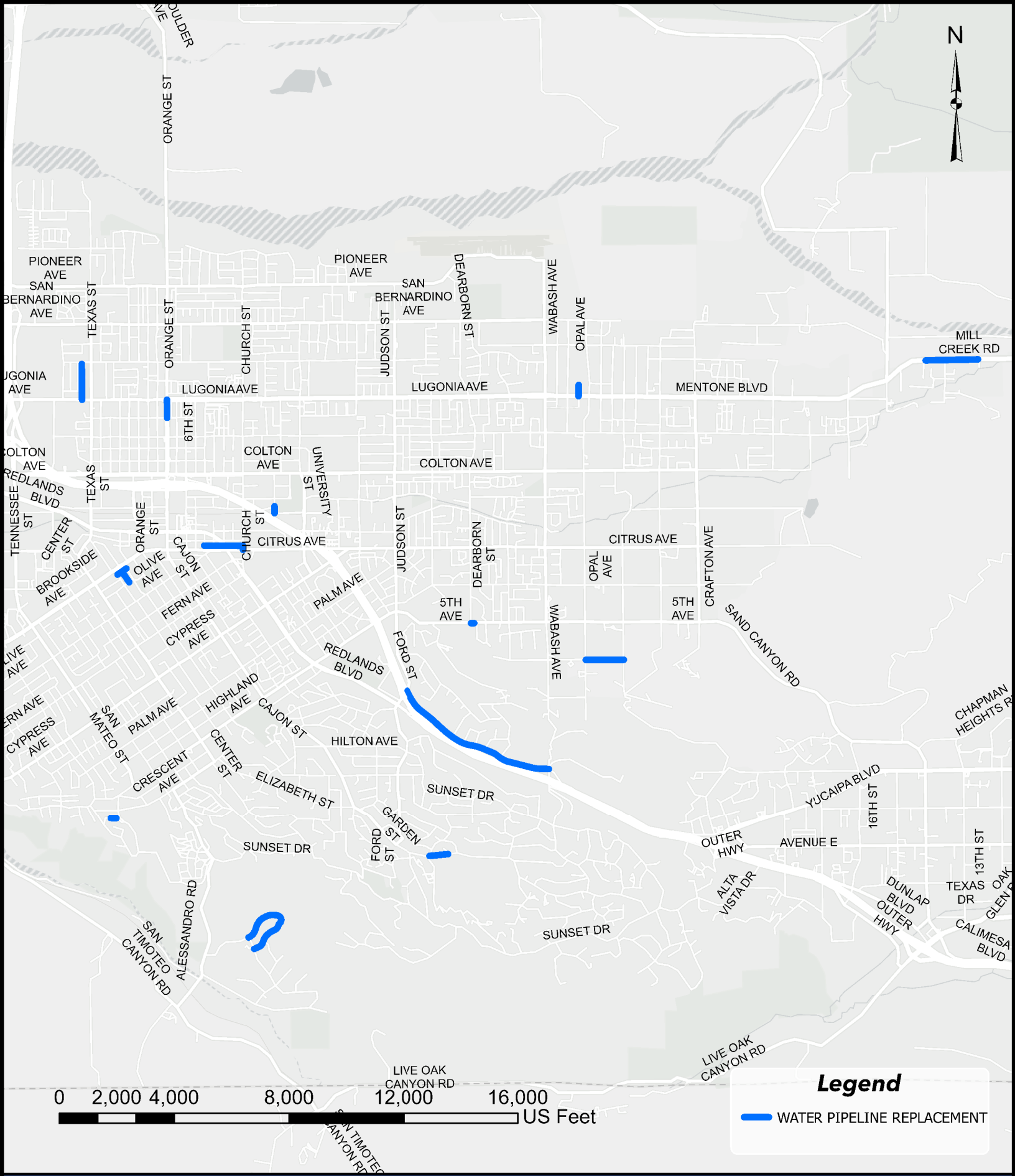
**CITY OF REDLANDS
MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT
Bid Analysis**

ATTACHMENT "C"

PROJECT No.: 501068
2025 CIP Water Pipeline Replacement Project

Bid Date: 12/4/2025
Estimated Start Date: 3/9/2026

Item No.	Bid Item	Qty	Unit	Toro Enterprises Inc.		Dominguez General Engineering		TE Roberts Inc.	
				Unit Price	Item Price	Unit Price	Item Price	Unit Price	Item Price
48	Connection per Detail 2, Sheet 15	1	LS	\$8,560.00	\$8,560.00	\$12,000.00	\$12,000.00	\$13,921.00	\$13,921.00
49	Connection per Detail 1, Sheet 16	1	LS	\$7,850.00	\$7,850.00	\$10,000.00	\$10,000.00	\$13,123.00	\$13,123.00
50	Connection per Detail 1, Sheet 17	1	LS	\$7,850.00	\$7,850.00	\$10,000.00	\$10,000.00	\$13,123.00	\$13,123.00
51	Connection per Detail 2, Sheet 17	1	LS	\$9,160.00	\$9,160.00	\$10,000.00	\$10,000.00	\$14,593.00	\$14,593.00
52	Connection per Detail 3, Sheet 17	1	LS	\$9,160.00	\$9,160.00	\$10,000.00	\$10,000.00	\$14,593.00	\$14,593.00
53	Unforeseen work not covered within all other bid items	1	LS	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00
54	Demobilization	1	LS	\$27,000.00	\$27,000.00	\$50,000.00	\$50,000.00	\$40,000.00	\$40,000.00
	Additions/Deductions								
Total Bid Price				\$7,785,121.00		\$7,974,375.00		\$8,836,707.00	



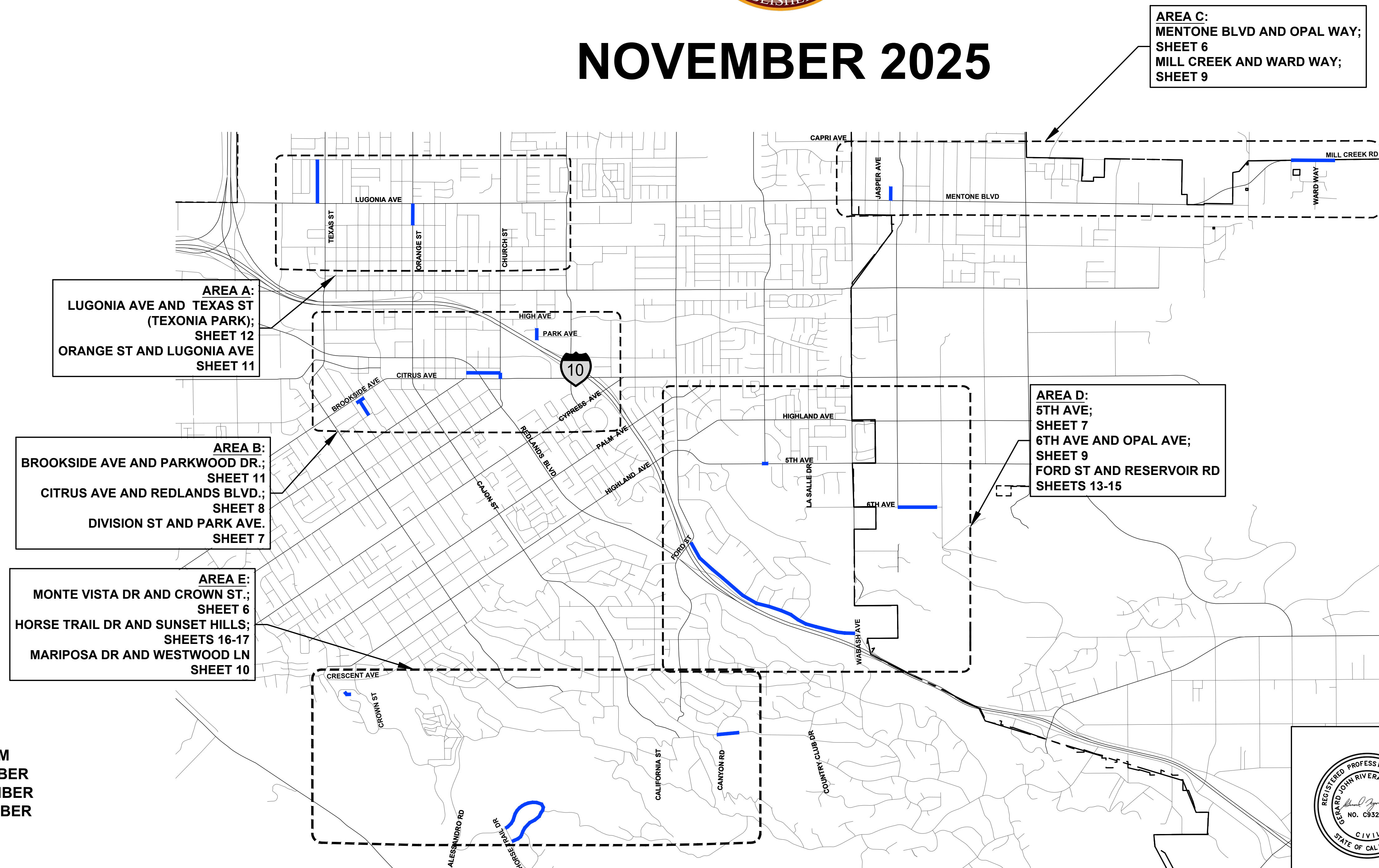
CONSTRUCTION PLANS FOR THE CITY OF REDLANDS

2025 CIP WATER PIPELINE REPLACEMENT PROJECT

PROJECT No. 501068



NOVEMBER 2025



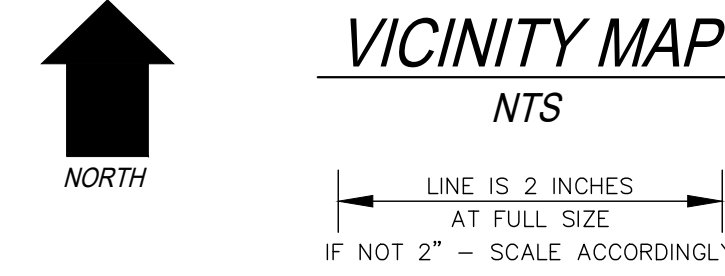
SHEET INDEX :

SHEET NO.	DESCRIPTION
1.	TITLE SHEET & VICINITY MAP
2.	GENERAL NOTES, CONSTRUCTION NOTES, QUANTITIES AND SYMBOL LEGEND
3.	MISCELLANEOUS DETAILS (1)
4.	MISCELLANEOUS DETAILS (2)
5.	MISCELLANEOUS DETAILS (3)
6.	MONTE VISTA DR., JASPER AVE., OPAL WAY, AND MENTONE BLVD.
7.	5TH AVE., DIVISION ST., SYLVAN BLVD., AND PARK AVE.
8.	REDLANDS BLVD. AND CITRUS AVE.,
9.	6TH AVE., OPAL AVE., WARD WAY, AND MILL CREEK RD.
10.	WESTWOOD LN AND MARIPOSA DR
11.	BROOKSIDE AVE., PARKWOOD DR., ORANGE ST., AND LUGONIA AVE.
12.	TEXONIA PARK
13.	RESERVOIR RD. AND FORD ST.
14.	RESERVOIR RD. AND FORD ST.
15.	RESERVOIR RD. AND FORD ST.
16.	SUNSET HILLS
17.	SUNSET HILLS

CITY COUNCIL:
 MARIO SAUCEDO, MAYOR
 MARC SHAW, MAYOR PRO TEM
 PAUL BARICH, COUNCIL MEMBER
 EDDIE TEJEDA, COUNCIL MEMBER
 DENISE DAVIS, COUNCIL MEMBER

CITY CLERK:
 JEANNE DONALDSON, CITY CLERK

CITY STAFF:
 CHARLES M. DUGGAN JR., CITY MANAGER



BENCHMARK				
NONE REFERENCED				

Letter	Description	Date	Initial	Initial	Initial

Revisions



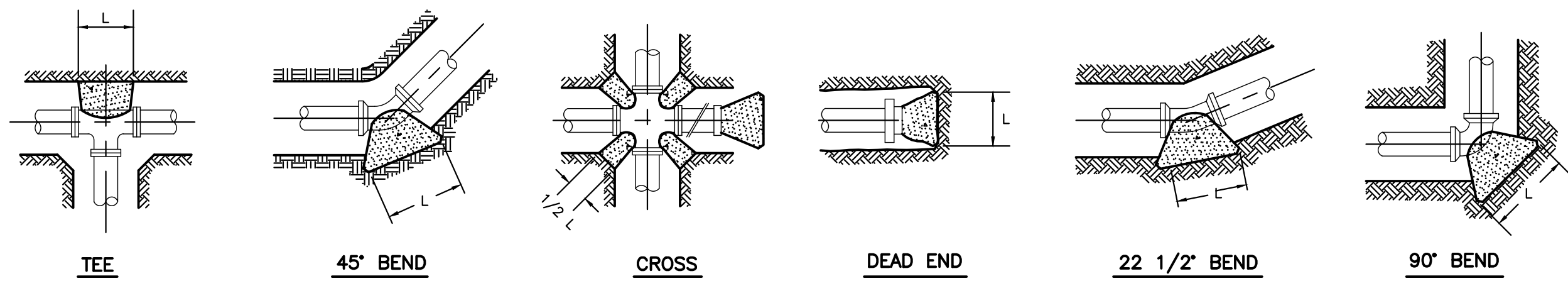
CITY OF REDLANDS
 Municipal Utilities and Engineering Department

2025 CIP WATER PIPELINE REPLACEMENT PROJECT
 PROJECT No. 501068

TITLE SHEET & VICINITY MAP

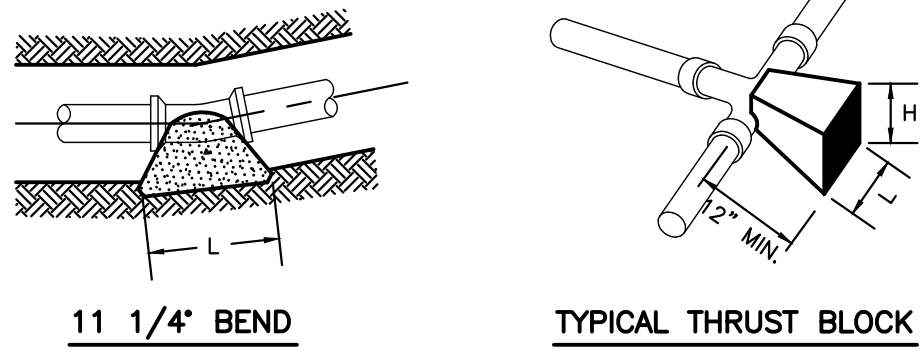
Designed by: EA	Reviewed By: Gerard J. Nepomuceno	11/04/2025
Date: 11/2025	Gerard J. Nepomuceno, Civil Engineer, R.C.E. 93200	Date
Checked by: GKD	Approved By: Goulam K. Doherty	11/04/2025
Date: 11/2025	Goulam K. Doherty, City Engineer, R.C.E. 75646	Date
Drawn by: EA	Sheet 1 of 17 Sheets	
Date: 11/2025	Scale: Horiz. AS SHOWN	
Checked by: GKD	Vert. NONE	
Date: 11/2025		

D-20562



GENERAL NOTES

1. CONCRETE SHALL BE 560-C-3250 PER GREENBOOK, LATEST EDITION.
2. THRUST BLOCKS SHALL BEAR AGAINST UNDISTURBED SOIL, BACKFILL COMPACTED TO 95% RELATIVE COMPACTION, OR CLASS 100-E-100 SLURRY PER GREENBOOK, LATEST EDITION.
3. BEARING AREAS L X H ARE COMPUTED FOR TEST PRESSURES OF 225 PSI IN MAINS LAID IN A COHESIONLESS SOIL (C=0) WITH INTERNAL ANGLE OF FRICTION OF 37°, A UNIT WEIGHT OF 110 PCF, AND AT LEAST 32" OF COVER.
4. BEARING AREAS L X H SHALL BE APPROVED BY THE CITY WHERE MAINS: (A) BEAR AGAINST WEAKER SOIL THAN DESCRIBED ABOVE, (B) HAVE LESS THAN 32" OF COVER, OR (C) ARE NOT REPRESENTED BY A FITTING OR SIZE SHOWN HEREON.
5. L IS APPROXIMATELY EQUAL TO H FOR SMALLER THRUST BLOCKS. L IS GREATER THAN H FOR LARGER THRUST BLOCKS. H SHALL NOT EXCEED TRENCH HEIGHT.



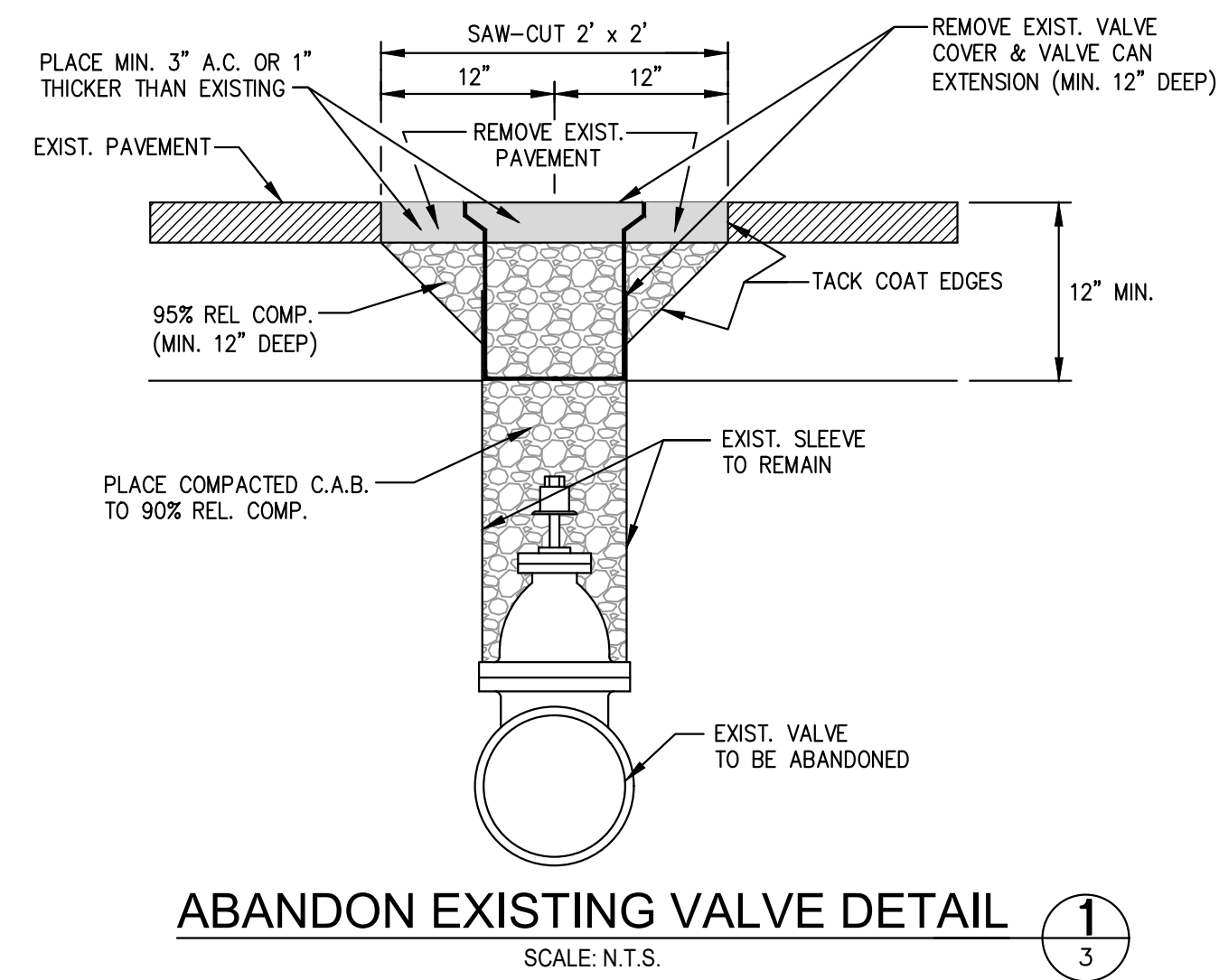
TYPICAL THRUST BLOCK

THRUST BLOCK SIZES

PIPE SIZE (inches)	DEAD END			TEE OR CROSS			90° BEND			45° BEND			22.5° BEND			11.25° BEND		
	Area (sq-ft)	L (in)	H (in)	Area (sq-ft)	L (in)	H (in)	Area (sq-ft)	L (in)	H (in)	Area (sq-ft)	L (in)	H (in)	Area (sq-ft)	L (in)	H (in)	Area (sq-ft)	L (in)	H (in)
4	2.0	17	17	2.0	17	17	2.9	21	21	1.9	17	17	1.0	12	12	0.4	8	8
6	4.3	25	25	4.3	25	25	6.0	30	30	4.3	25	25	2.2	18	18	1.0	12	12
8	7.4	36	30	7.4	36	30	10.5	42	36	7.6	37	30	3.9	24	24	1.9	17	17
10	12.1	42	42	12.1	42	42	17.1	59	42	10.3	42	36	5.5	30	27	3.1	22	22
12	17.2	52	48	17.2	52	48	24.3	73	48	17.2	52	48	8.7	42	30	4.3	26	24
16	26.7	72	54	26.7	72	54	37.8	101	54	30.6	82	54	15.6	54	42	7.8	38	30

TYPICAL THRUST BLOCK DETAIL

SCALE: N.T.S.

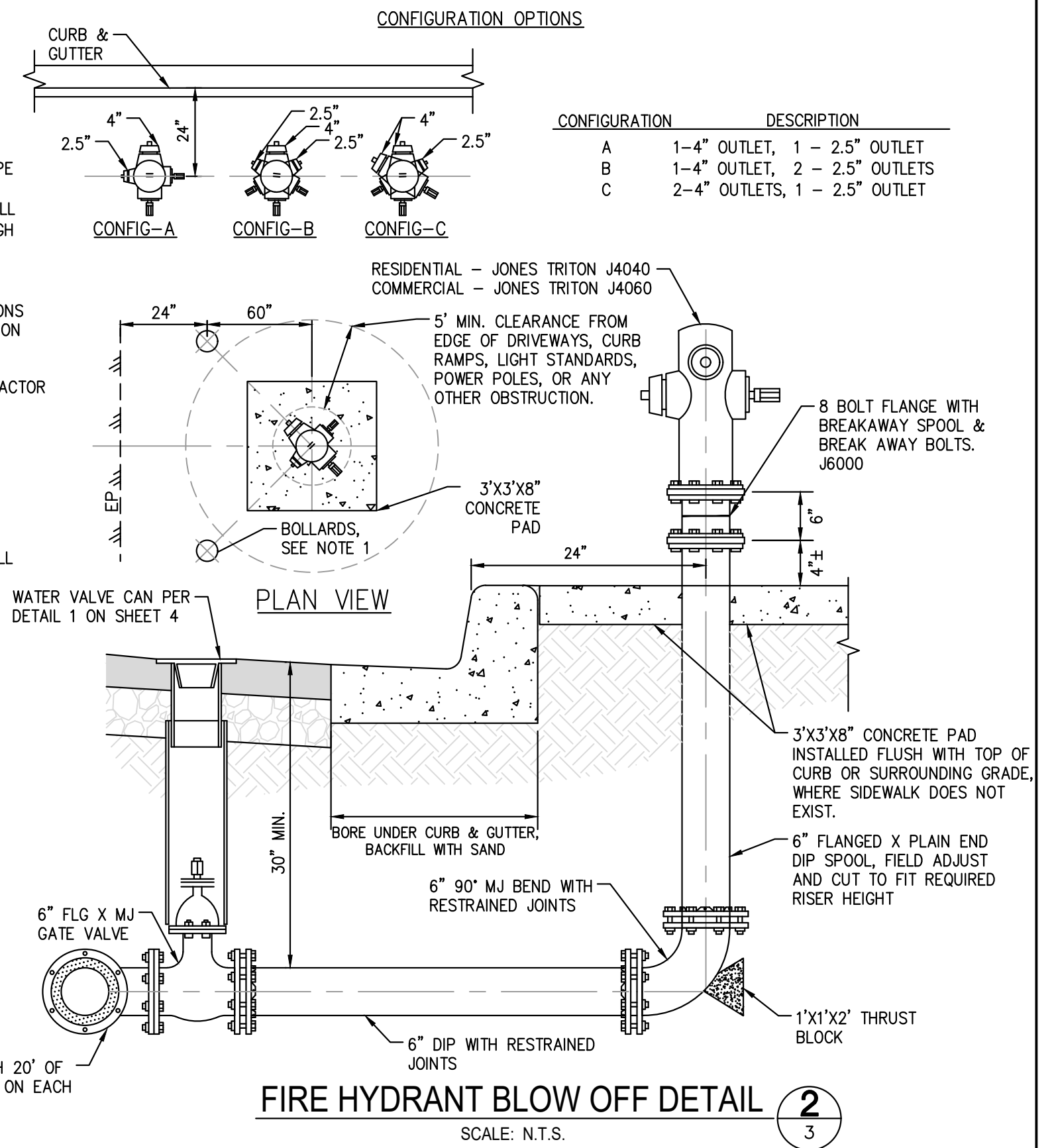


ABANDON EXISTING VALVE DETAIL

SCALE: N.T.S.

NOTES

1. WHERE NO CURB EXISTS OR WHEN DIRECTED BY CITY INSPECTOR, CONTRACTOR SHALL INSTALL TWO 4" STEEL PIPE (SCH. 40) BARRICADES FILLED WITH CONCRETE. PIPE SHALL BE 30"+/-2" ABOVE FINISHED GRADE UNLESS SHOWN OTHERWISE ON CONSTRUCTION PLANS. PIPE SHALL BE PAINTED YELLOW (FED NO. 13655 OSHA/YELLOW, HIGH VISIBILITY) AND FINISHED WITH A CONCRETE CAP.
2. ALL HYDRANTS SHALL BE INSTALLED 10 FT. MIN. FROM THE END OF CURB RETURN (E.C.R.). ALL FINAL LOCATIONS SHALL BE APPROVED IN THE FIELD PRIOR TO INSTALLATION BY CITY STAFF.
3. VALVE CAN LIDS SHALL BE PAINTED RED BY THE CONTRACTOR
4. BOLTS ON THE BREAKAWAY SPOOL SHALL BE INSTALLED WITH BOLT HEAD ON TOP AND NUT ON BOTTOM. HYDRANT SHALL BE PAINTED WITH 1 COAT RUST-OLEUM #1069 PRIMER AND 2 COATS OF EITHER FIRE HYDRANT PERVO #2420, RUST-OLEUM #7644 FEDERAL SAFETY YELLOW.
5. ANY WATER FACILITIES IN CONTACT WITH CONCRETE SHALL REQUIRE A BOND BREAKER.



FIRE HYDRANT BLOW OFF DETAIL

SCALE: N.T.S.

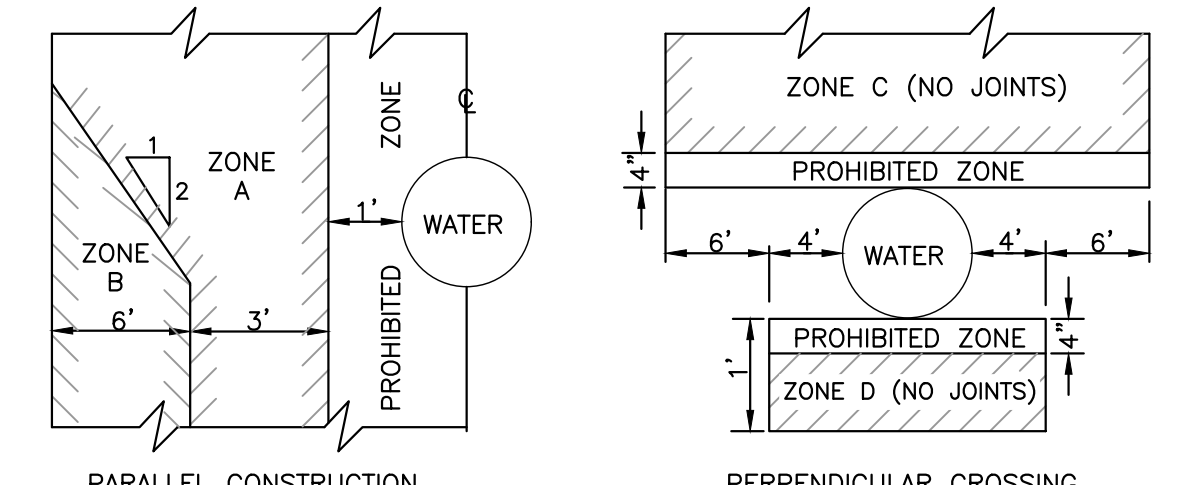
BASIC SEPARATION STANDARDS

1. PARALLEL CONSTRUCTION: THE HORIZONTAL DISTANCE BETWEEN DOMESTIC WATER AND RECLAIMED WATER LINES AND SEWER LINES SHALL BE AT LEAST 10 FEET, OUTSIDE OF PIPE TO OUTSIDE OF PIPE.
2. PERPENDICULAR CONSTRUCTION (CROSSING): WATER LINES SHALL BE AT LEAST ONE FOOT ABOVE SEWER AND RECLAIMED WATER LINES WHERE THESE LINES MUST CROSS.
3. SPECIAL PROVISIONS: WHERE THE BASIC SEPARATION STANDARDS CANNOT BE ATTAINED ALTERNATIVE CONSTRUCTION CRITERIA ARE SHOWN BELOW.

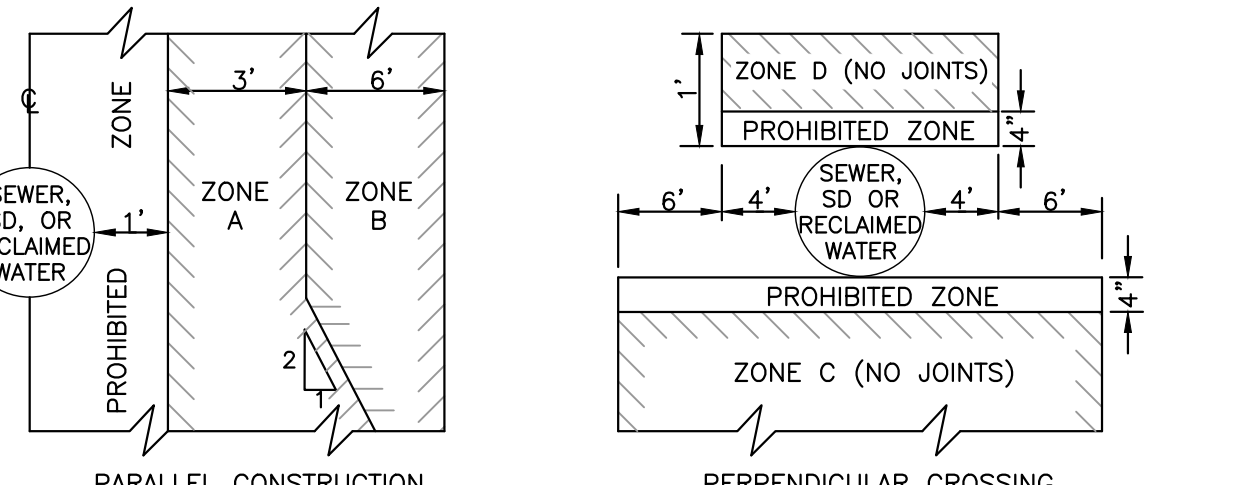
GENERAL NOTES:

1. NO PIPE JOINTS SHALL BE PERMITTED WITHIN ZONE D AND ZONE C. IF THAT CANNOT BE ACCOMPLISHED, THE NEW LINE SHALL BE ENCASED FOR THE FULL LENGTH OF THE RESPECTIVE ZONE.
2. NEW SEWER FORCE MAINS SHALL NOT BE PERMITTED IN ZONES A THROUGH D.
3. THE MATERIALS OF NEW LINES AT CROSSINGS SHALL BE CONSISTENT WITH OTHER NEW MATERIALS I.E., STEEL ON A STEEL LINE.
4. THESE CONSTRUCTION CRITERIA APPLY TO HOUSE SEWER LATERALS THAT CROSS ABOVE A WATER MAIN, BUT NOT TO THOSE THAT CROSS BELOW A WATER LINE.
5. WHEN INSTALLING NEW DOMESTIC WATER D.I.P. BELOW AN EXISTING HOUSE SEWER LATERAL, THE REQUIRED C/L LENGTH CAN BE THAT OF A TYPICAL 18-FOOT STICK.

SITUATION: LOCATION OF NEW SEWER & RECLAIMED WATER LINES TO EXISTING DOMESTIC WATER LINE.



SITUATION: LOCATION OF NEW DOMESTIC TO EXISTING SEWER & RECLAIMED WATER LINES.

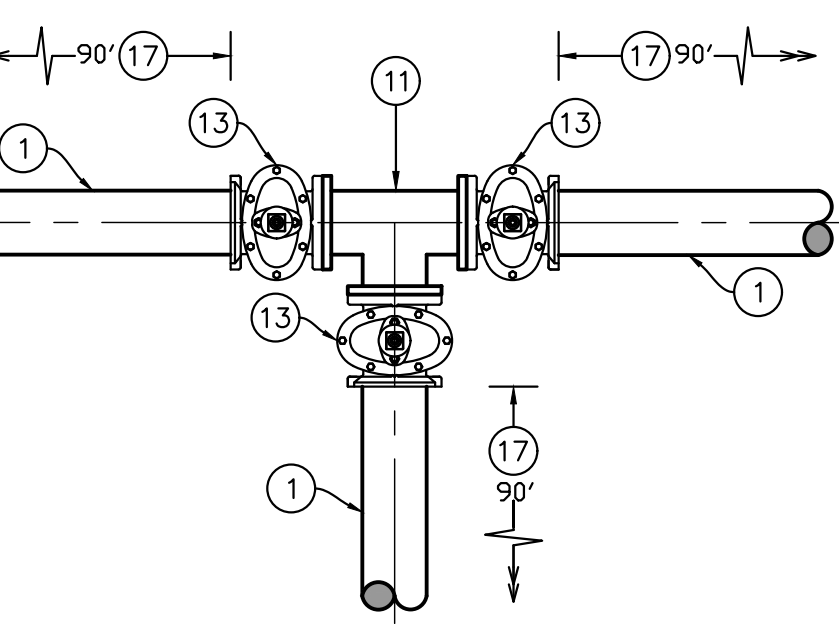


- IF ANY SEWER OR RECLAIMED WATER PIPELINES ARE TO BE CONSTRUCTED WITHIN ANY OF THE ABOVE INDICATED ZONES, SPECIAL CONSTRUCTION SHALL BE REQUIRED AS DESCRIBED BELOW.
- SEWER**
- DO NOT LOCATE ANY PARALLEL SEWER OR RECLAIMED WATER LINES IN THIS AREA WITHOUT A STATE AND LOCAL HEALTH DEPARTMENT APPROVAL.
 - USE V.C.P., CLASS 200 PVC, OR D.I.P. WITH COMPRESSION JOINTS.
 - USE D.I.P. WITH MECHANICAL JOINTS OR CLASS 200 P.V.C. - AWWA C900
 - USE D.I.P. OR CLASS 200 P.V.C. - AWWA C900
- RECLAIMED WATER**
- USE D.I.P., WELDED CML & C STEEL, OR CLASS 200 P.V.C. - AWWA C900
 - USE D.I.P., WELDED CML & C STEEL, OR CLASS 200 P.V.C. - AWWA C900
 - USE D.I.P., WELDED CML & C STEEL, OR CLASS 200 P.V.C. - AWWA C900
 - USE D.I.P., WELDED CML & C STEEL, OR CLASS 200 P.V.C. - AWWA C900

- IF ANY WATER LINE IS TO BE CONSTRUCTED WITHIN ANY OF THE ABOVE INDICATED ZONES, SPECIAL CONSTRUCTION SHALL BE REQUIRED AS DESCRIBED BELOW.
- ZONE DOMESTIC WATER (SEE GENERAL NOTE 3)**
- DO NOT LOCATE ANY PARALLEL DOMESTIC WATER LINE IN THIS AREA A WITHOUT STATE AND LOCAL HEALTH DEPARTMENT APPROVAL.
 - USE D.I.P. OR WELDED CML & C STEEL
 - USE D.I.P. OR WELDED CML & C STEEL
 - USE D.I.P. OR WELDED CML & C STEEL

WATER AND SEWER SEPARATION STANDARDS

(MINIMUM REQUIREMENTS AS ESTABLISHED BY THE STATE OF CALIFORNIA DEPARTMENT OF HEALTH SERVICES)

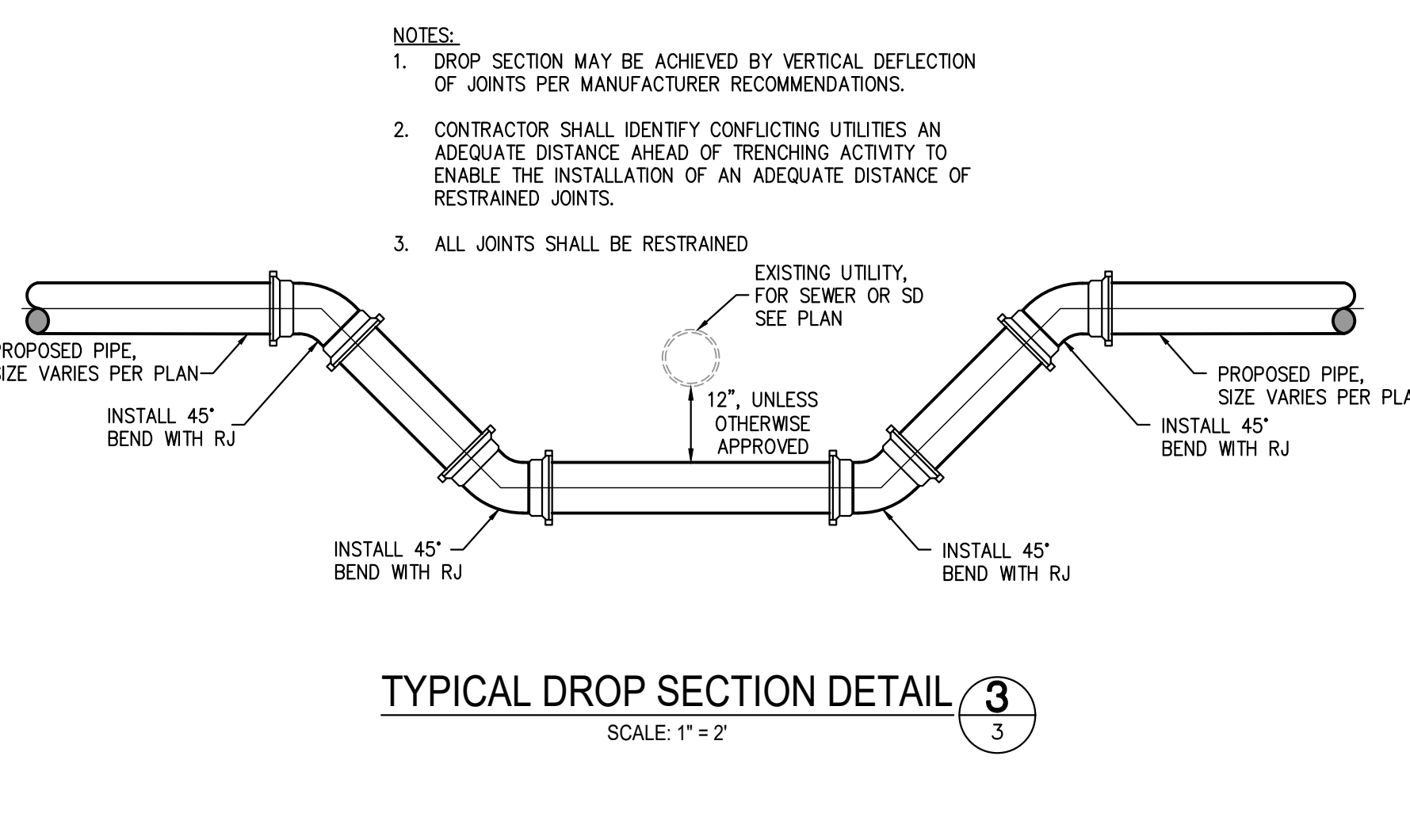


TYPICAL TEE DETAIL

SCALE: 1" = 2'

CONSTRUCTION NOTES

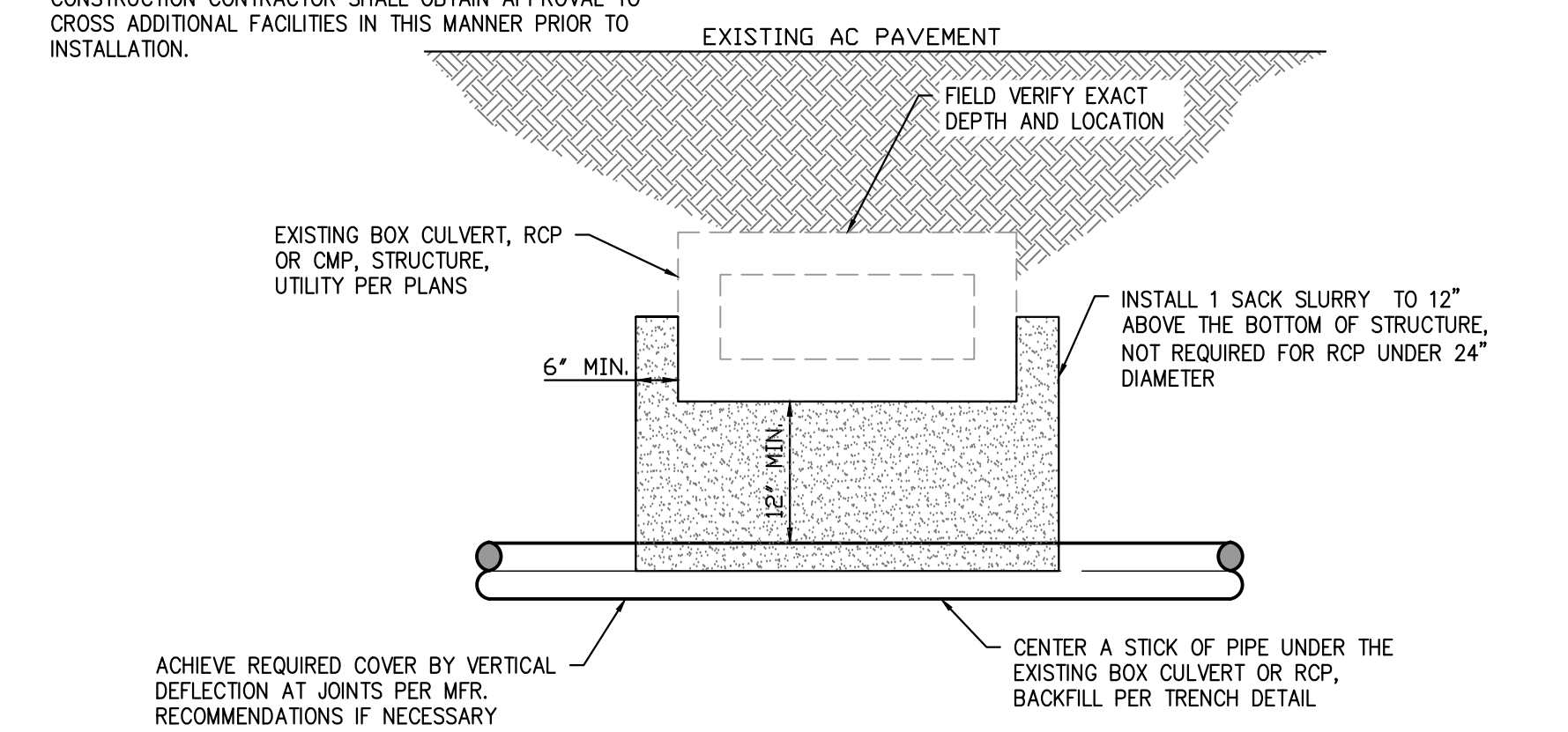
1. INSTALL 8-INCH DIP (CLASS 350) WITH WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
11. INSTALL FLANGED TEE - SIZE AS NOTED
13. INSTALL 8" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
17. RESTRAIN ALL JOINTS (OR LENGTH AS NOTED)



TYPICAL DROP SECTION DETAIL

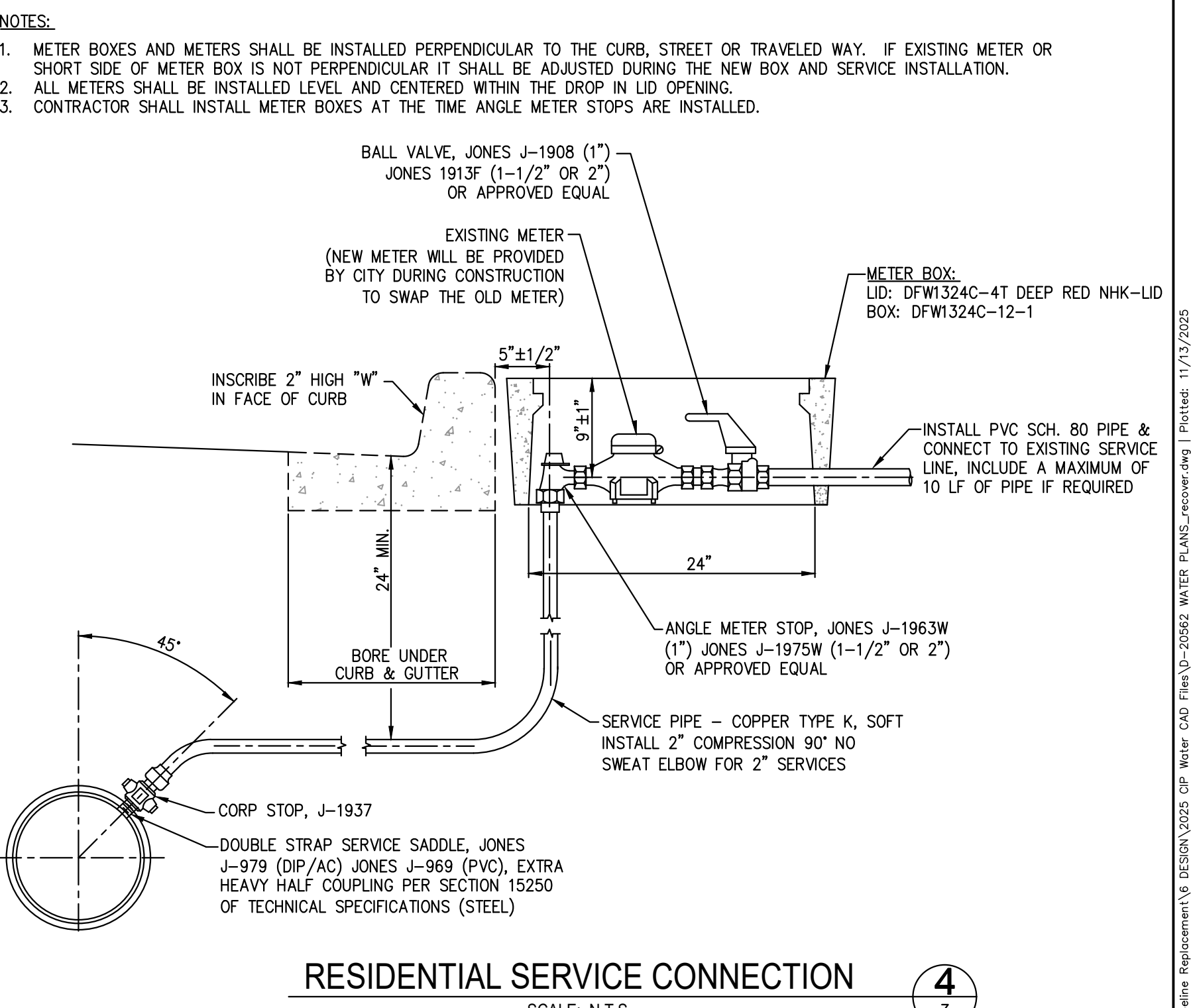
SCALE: 1" = 2'

- NOTES:**
1. THIS DETAIL APPLIES TO STORM DRAIN CROSSINGS DENOTED ON THE PLANS.
 2. IF ADDITIONAL CROSSINGS ARE ENCOUNTERED DURING CONSTRUCTION CONTRACTOR SHALL OBTAIN APPROVAL TO CROSS ADDITIONAL FACILITIES IN THIS MANNER PRIOR TO INSTALLATION.



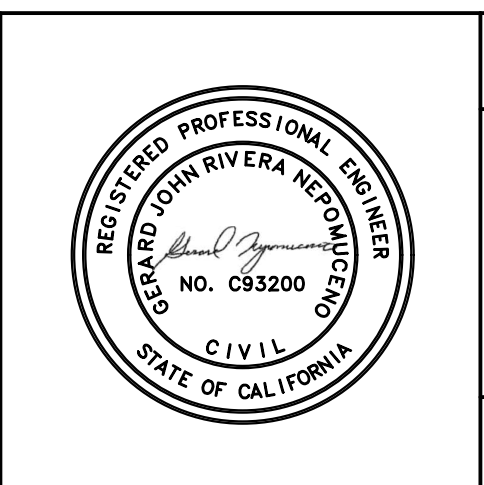
BOX CULVERT CROSSING DETAIL

SCALE: 1" = 2'



RESIDENTIAL SERVICE CONNECTION

SCALE: N.T.S.



CITY OF REDLANDS
Municipal Utilities and Engineering Department

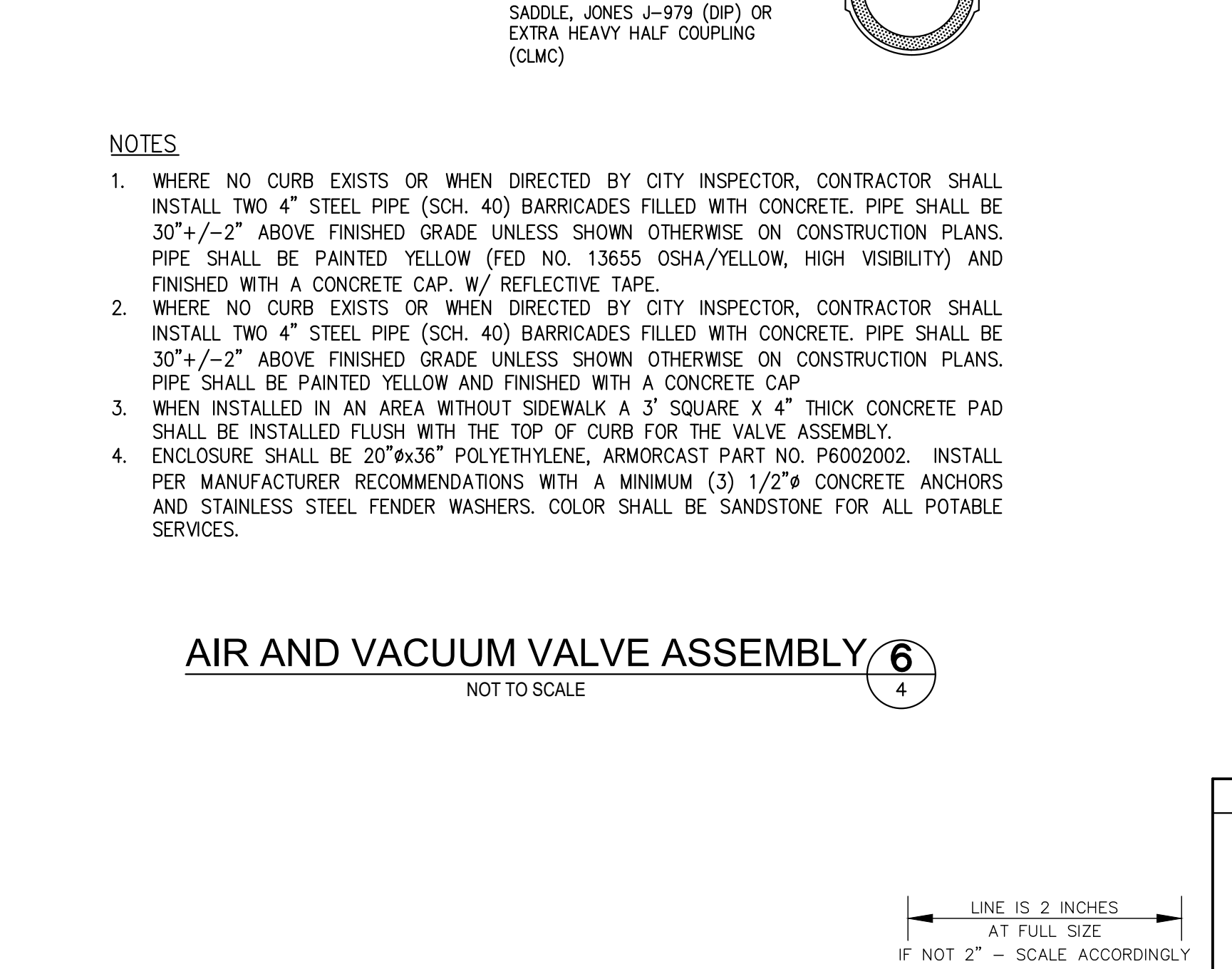
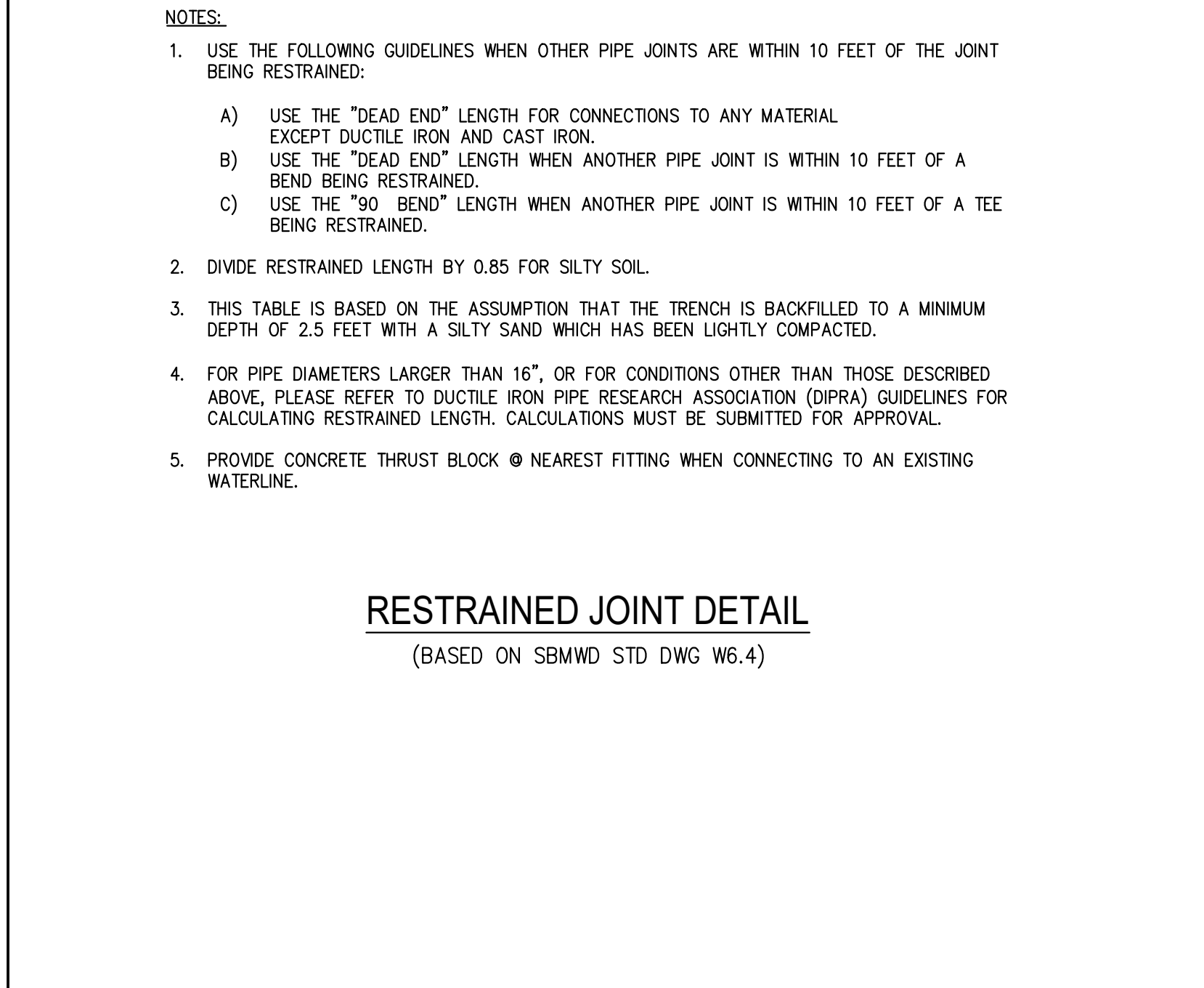
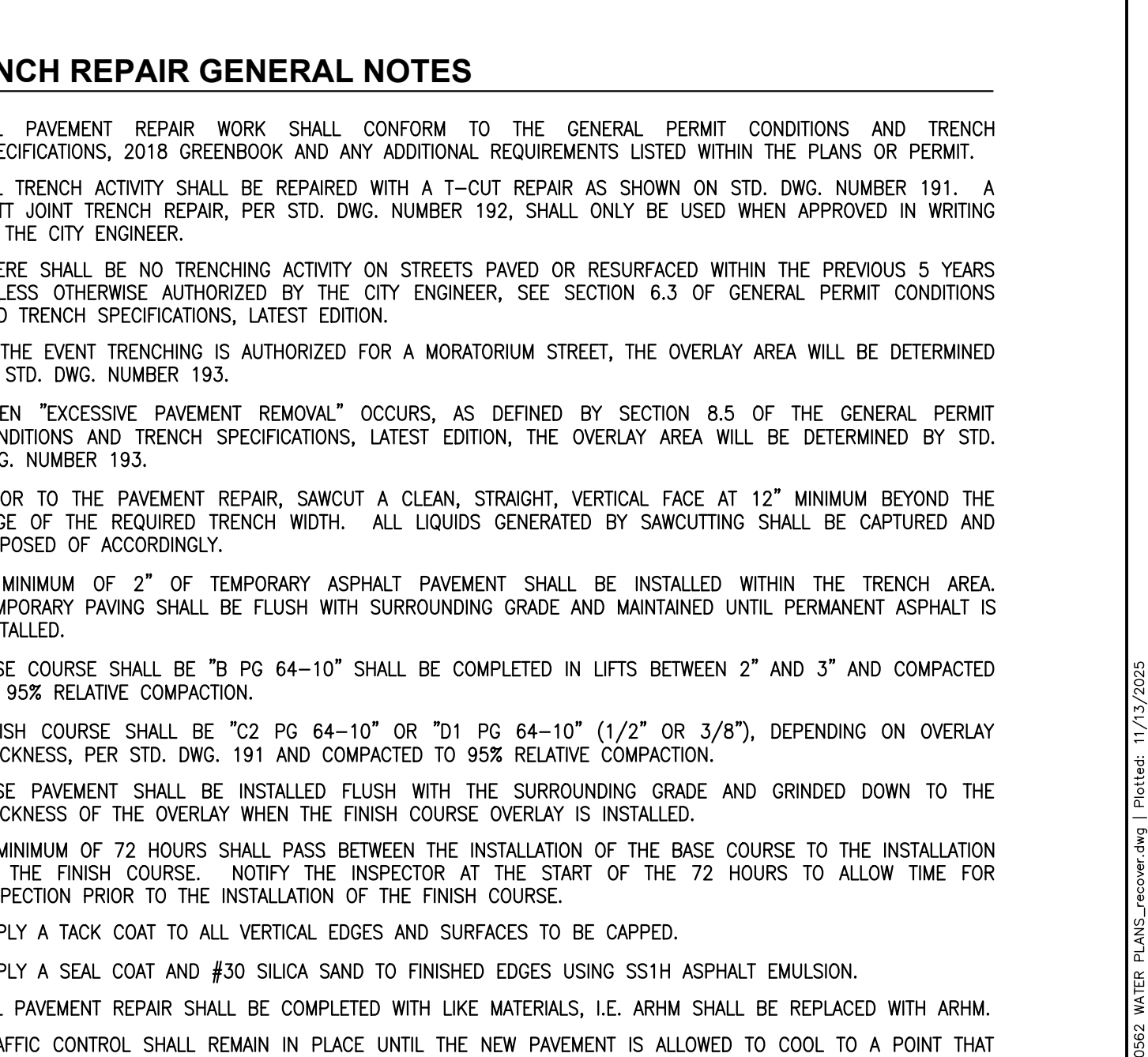
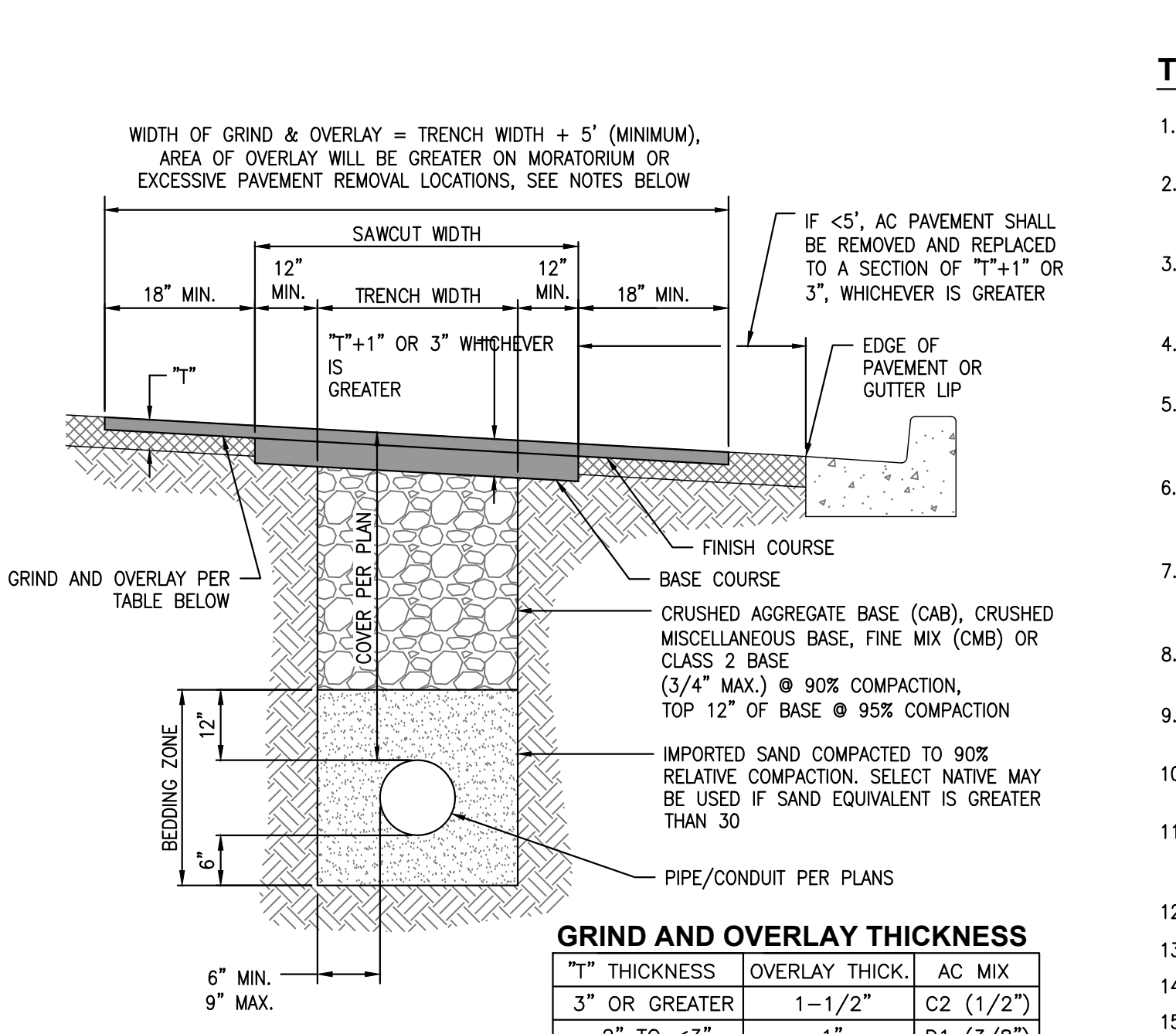
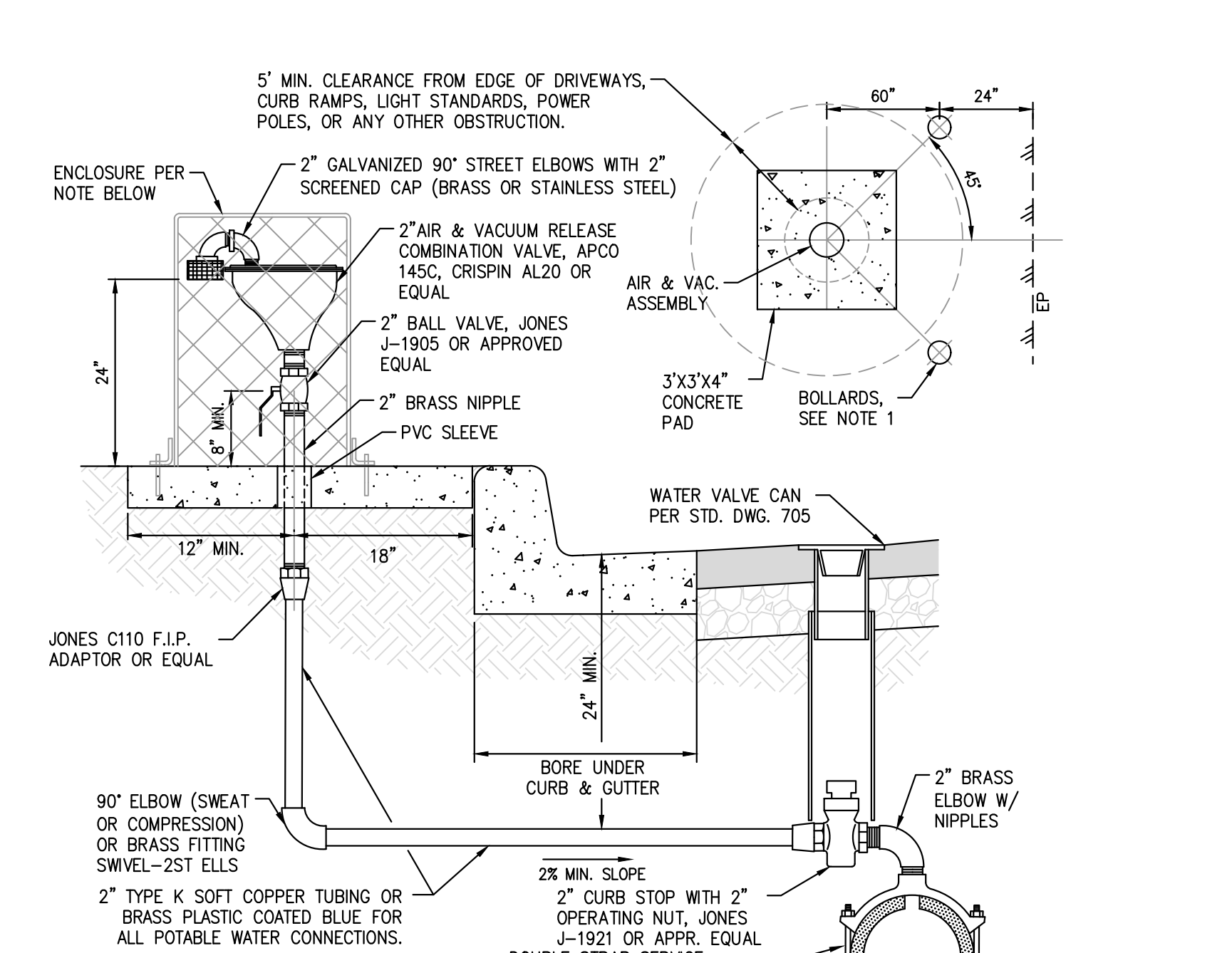
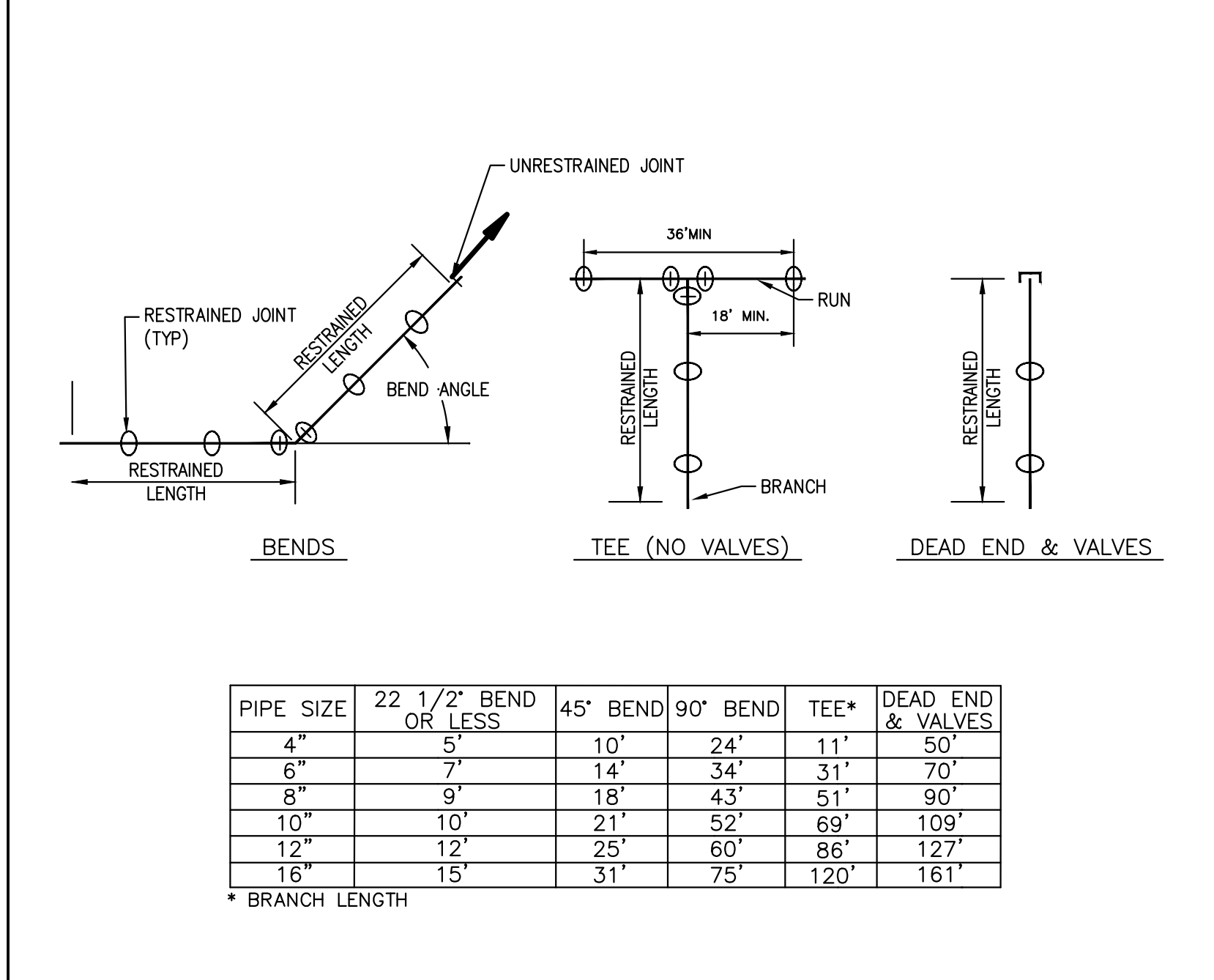
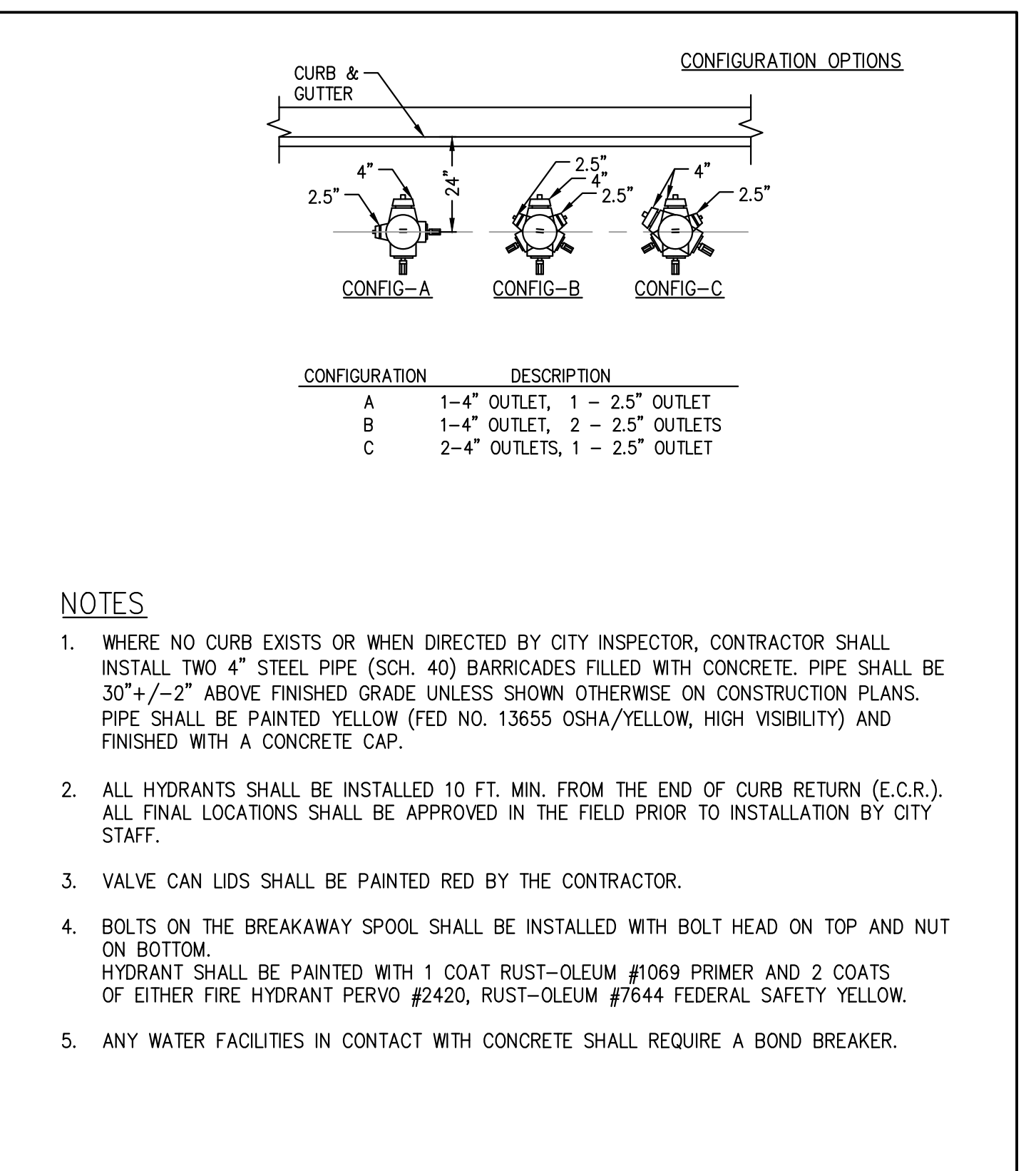
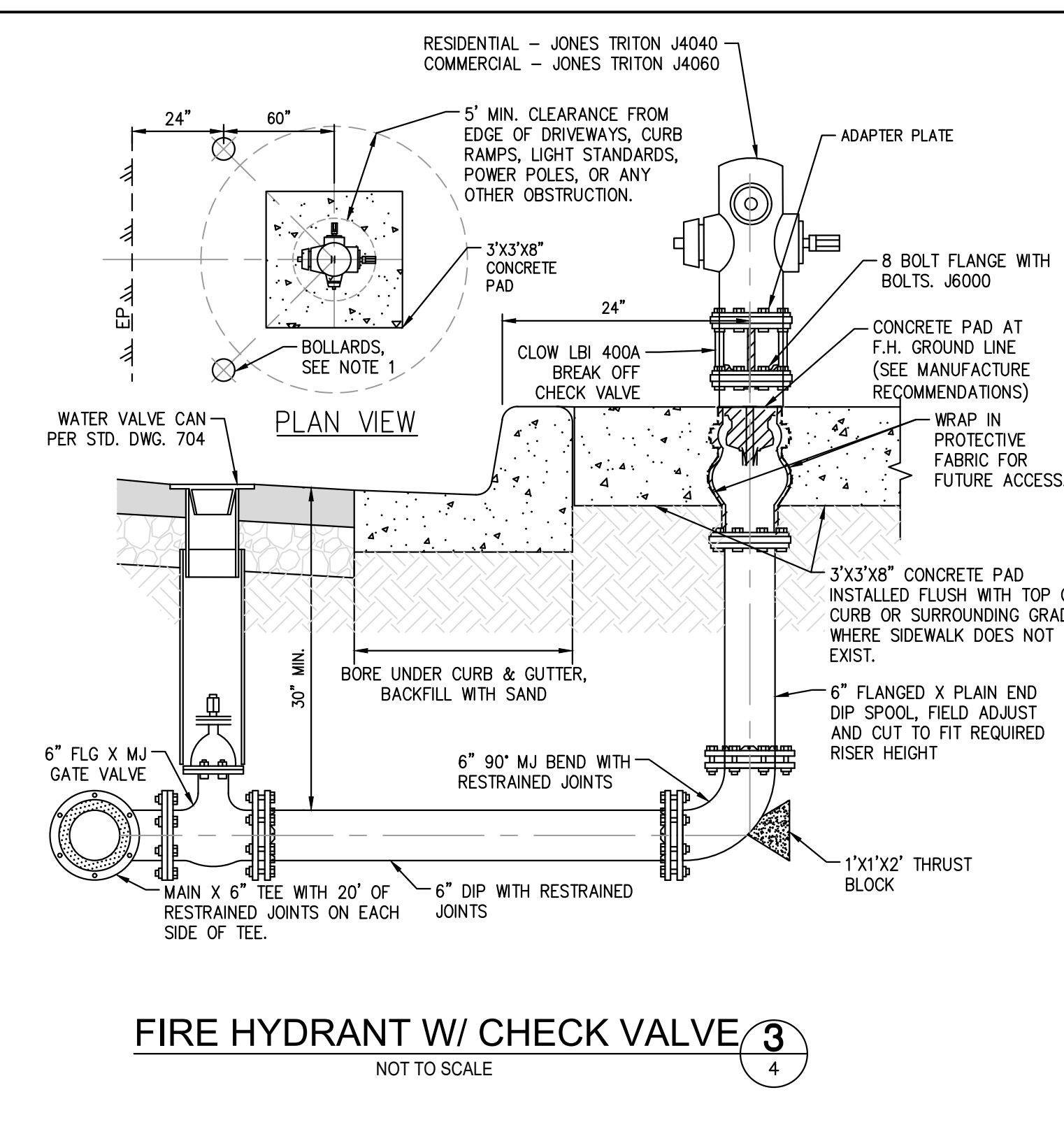
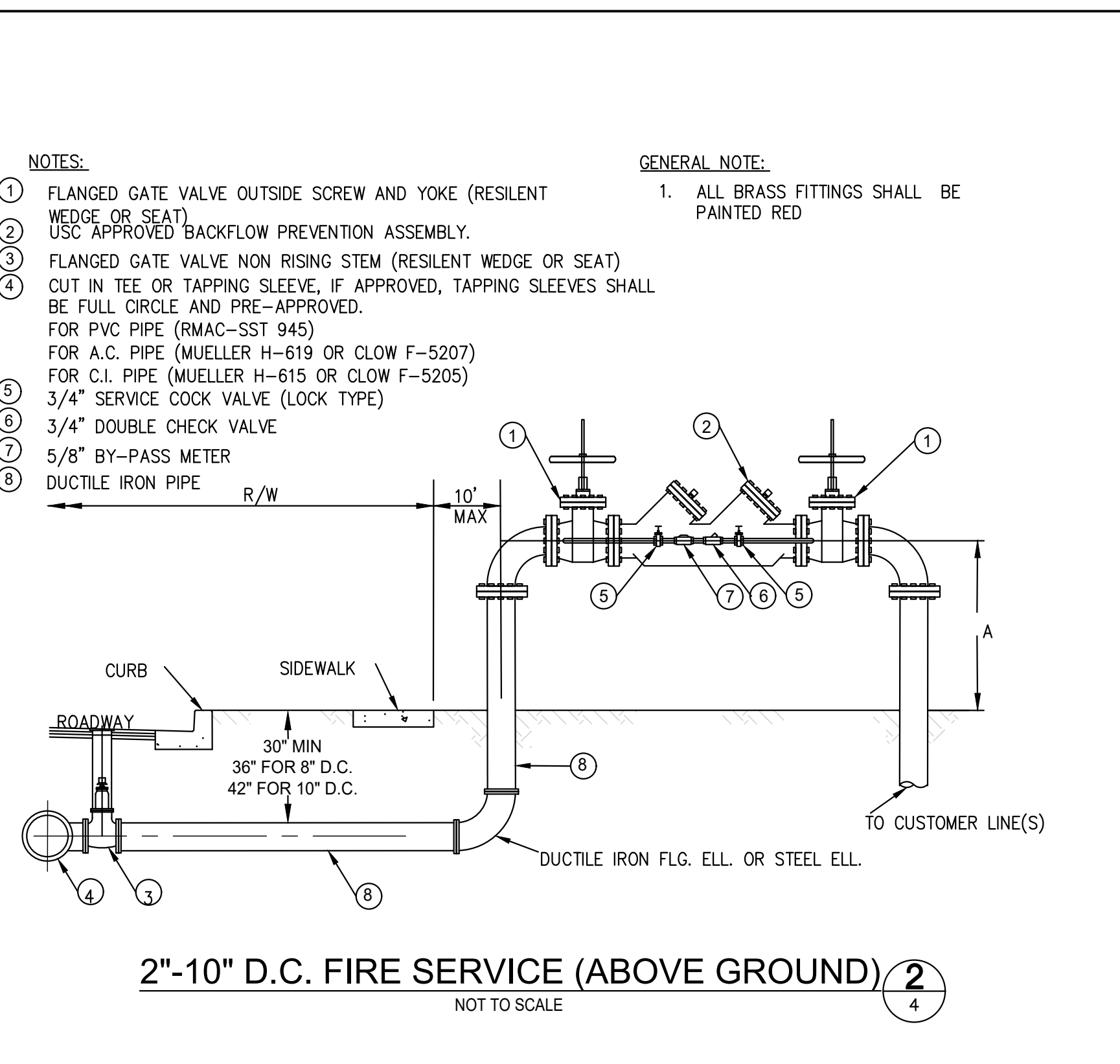
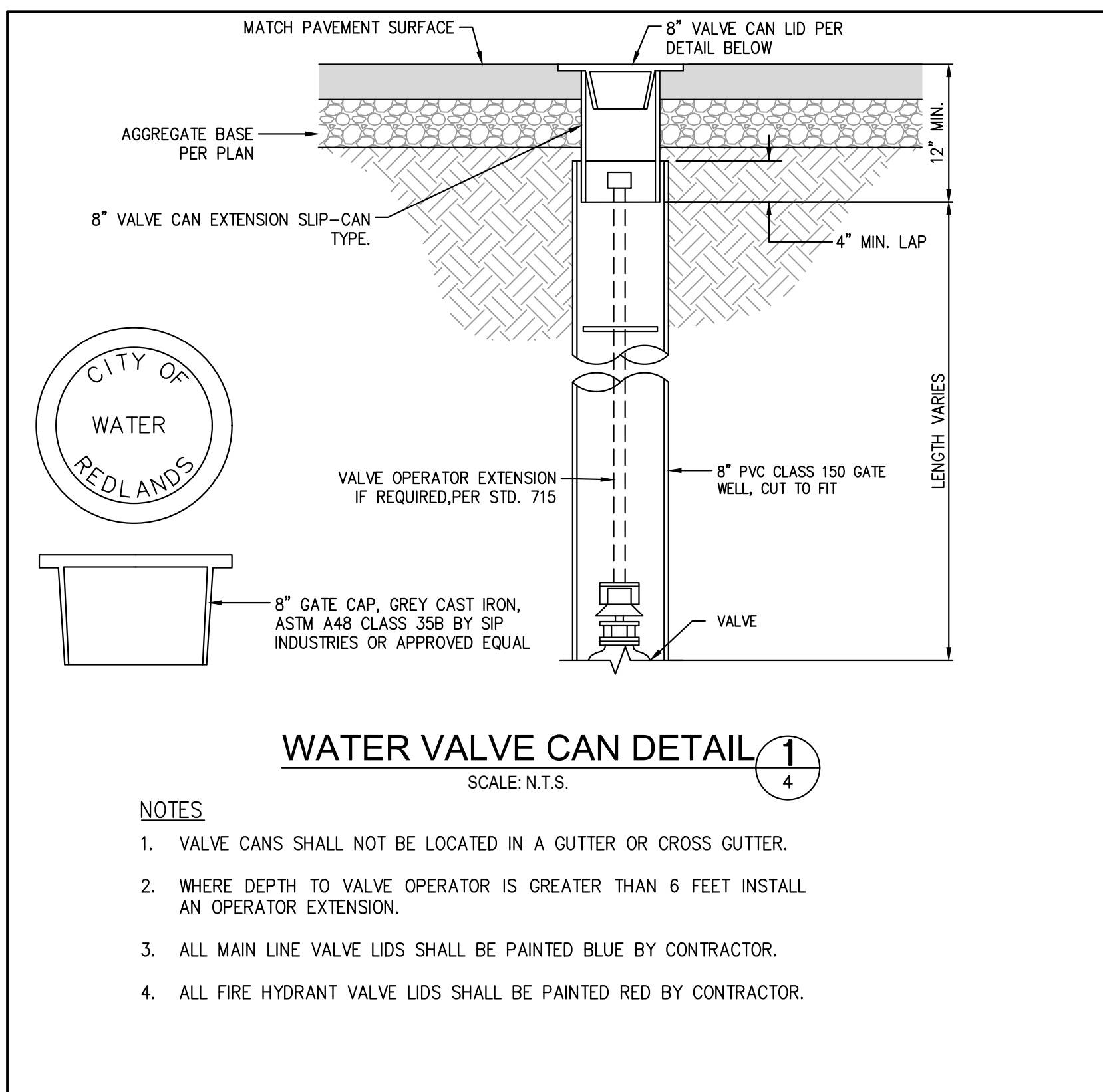
2025 CIP WATER PIPELINE REPLACEMENT PROJECT
PROJECT No. 501068
MISCELLANEOUS DETAILS (1)

Designed by: EA	Reviewed By: Gerard J. Negomuceno	Date: 11/04/2025
Checked by: GKD	Approved By: Goutam K. Dobey	Date: 11/04/2025
Drawn by: EA	Goutam K. Dobey, City Engineer, R.C.E. 75646	Date: 11/04/2025
Checked by: GKD	Scale: Horiz. AS SHOWN	Vert. NONE
Date: 11/2025	Sheet 3 of 17	Sheets

BENCHMARK				
Letter	Description	Date	Initial	Initial
NONE REFERENCED				

LINE IS 2 INCHES AT FULL SIZE IF NOT 2" - SCALE ACCORDINGLY

D-20562



CITY OF REDLANDS
Municipal Utilities and Engineering Department

2025 CIP WATER PIPELINE REPLACEMENT PROJECT
PROJECT No. 501068
MISCELLANEOUS DETAILS (2)

Designed by: EA
Date: 11/2025

Checked by: GKD
Date: 11/2025

Drawn by: EA
Date: 11/2025

Checked by: GKD
Date: 11/2025

Reviewed By: Gerard J. Nepomuceno, Civil Engineer, R.C.E. 93200
Date: 11/04/2025

Approved By: Goutam K. Dobey, City Engineer, R.C.E. 75646
Date: 11/04/2025

Sheet 4 of 17
Scale: Horiz. AS SHOWN
Vert. NONE

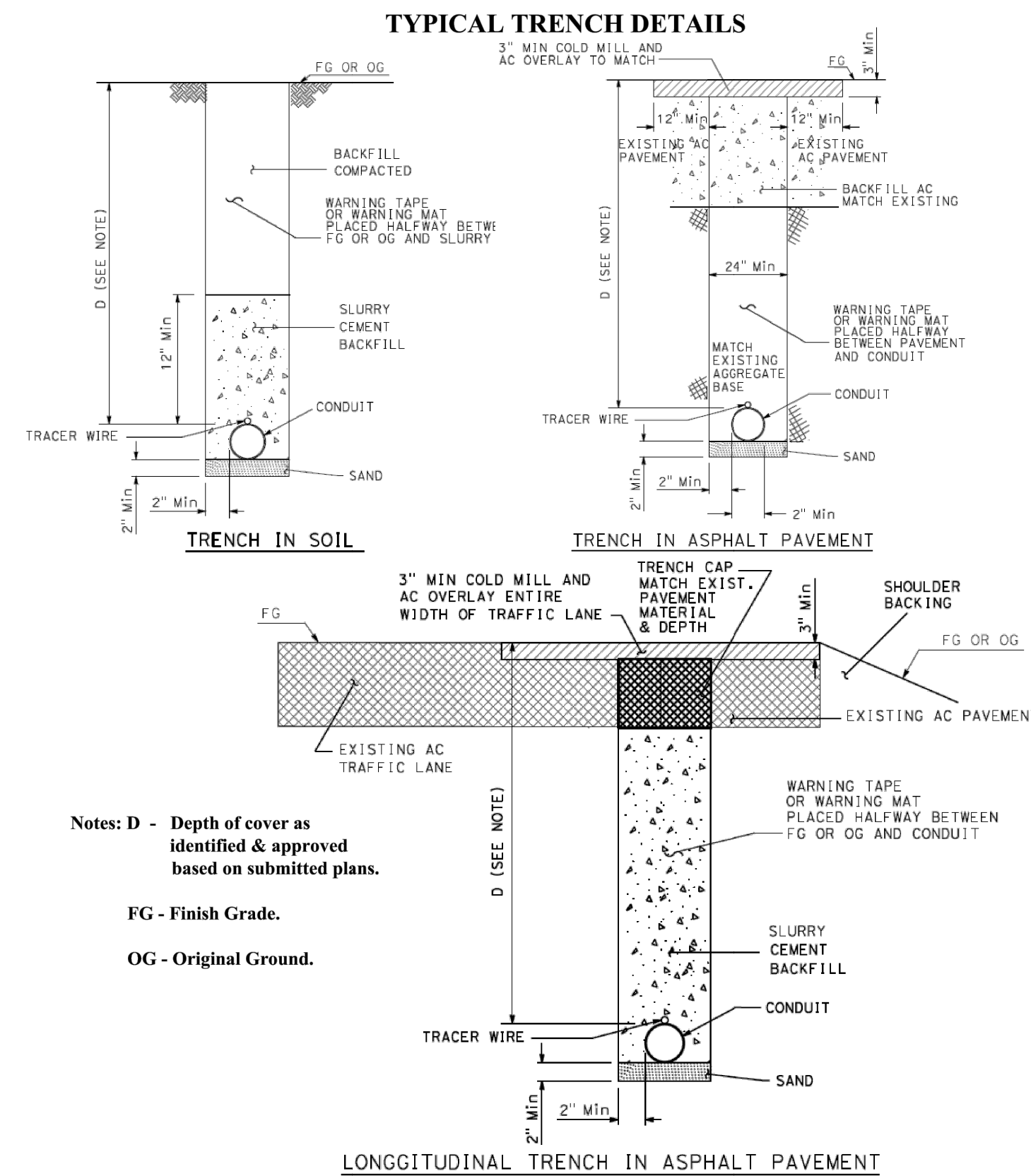
BENCHMARK

Letter	Description	Date	Initial	Initial	Initial
NONE REFERENCED					

Revisions

LINE IS 2 INCHES AT FULL SIZE IF NOT 2" - SCALE ACCORDINGLY

D-20562



Notes: D - Depth of cover as identified & approved based on submitted plans.
 FG - Finish Grade.
 OG - Original Ground.

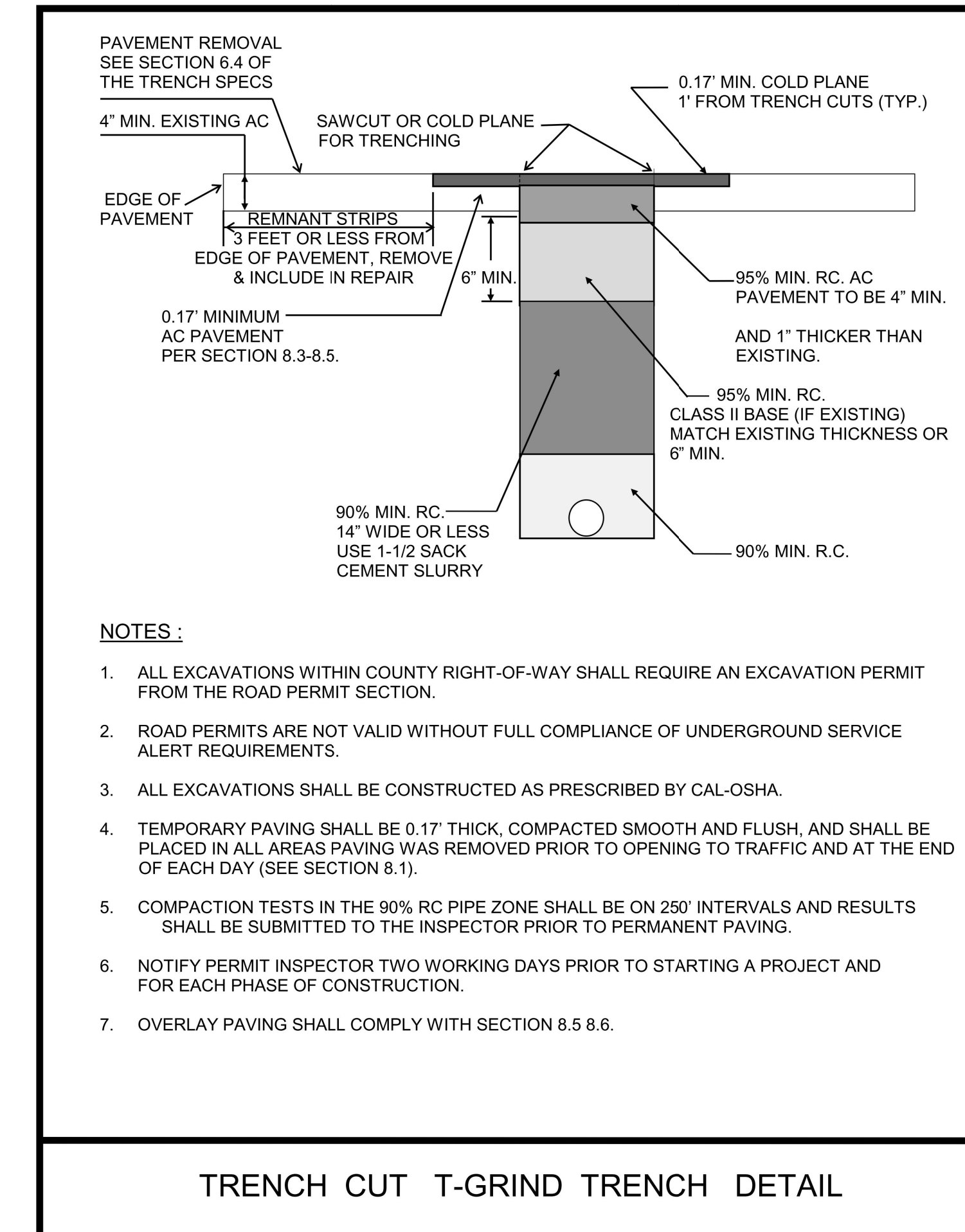
- All work must be authorized by the encroachment permit, and/or as directed by the State's representative. (Notes continue on page 2)

- Must include tracer wire or other continuous measure to provide positive subsurface detection for the life of the facility (Project Development Procedures Manual (PDPM) Chapter 17).
- Open trench installation of underground utility facilities must include warning tape or warning mats complying with the American Public Works Association (APWA) Uniform Color Code for identifying the type of underground utility. Where mechanical protection is installed, warning tape must be placed above the mechanical protection and below the roadbed subgrade as shown on the details. (PDPM Chapter 17).
- Clearance between the trench wall and conduit of less than 6 inches in width shall be a minimum of 2 inches. Clearance between the trench wall and conduit of greater than 6 inches in width shall be a minimum of 6 inches.
- When the trench width is less than 24 inches the backfill for subgrade must consist of slurry cement. Controlled Low-Strength Material (CLSM) can be substituted at the discretion of the State's representative.
- When trench width is greater than 24 inches compacted aggregate base may be used for backfilling.
- Structure backfill and compaction must conform to Section 19-3.02C and 3.03 of the Standard Specifications.
- For trench located under unimproved surface, structure backfill can use the original soil. Soil must be compacted by mechanical means. Ponding, jetting or flooding are not allowed. Slurry cement backfill is not optional unless approved by the Caltrans District.
- Slurry cement backfill must conform to Section 19-3.02E of the Standard Specifications.
- Aggregate base and its compaction shall conform to Section 26 of the Standard Specifications.
- CLSM if used must conform to Section 19-3.02G of the Standard Specifications. When CLSM is utilized the mix design and test results must be submitted to the State's representative. See Appendix H of the Encroachment Permits Manual for additional information.
- Cold planed surface and overlay shall be to the nearest lane line for the entire length of the trench/disturbed areas, and/or as directed by the State's representative.
- When Hot mix asphalt (HMA) is used to backfill Asphalt Concrete (AC) Section of the road, HMA must conform to Section 39 of the Standard Specifications.
- A paving notch ("T" Cut) shall be cold planed in exist asphalt concrete to a minimum width of 12 inches beyond each side of the trench and to a depth of 3 inches for the final layer of HMA.
- AC used to replace pavement section shall match existing pavement depth, unless directed otherwise by the State's representative.
- A tack coat of asphaltic emulsion conforming to Section 39-2.01C (3) (f) shall be applied.
- When the trench is within 4 feet of curb and gutter, additional cold planning may be required at the discretion of the State's representative. Potholes or trenches separated / adjoined by 10 feet or less to be overlaid together at the discretion of the State's representative.
- Pavement markings and/or striping removed or damaged during construction must be replaced in kind as directed by the State's representative.
- Other trench related details are shown in Chapter 6 of the Encroachment Permits Manual as well as the Trenching and Shoring Manual. Both publications can be found on the State of California, Department of Transportation's website.
- If trench is located in the roadway where Portland Cement Concrete (PCC) exist, remove the concrete to a depth of at least 3 feet below finished grade as per standard Specification 15-1.03B. Replace entire concrete slab from joint to joint as directed by State's representative.
- Electrical systems installations that are part of State Highway System must be installed in compliance with Caltrans Standard Specifications, Section 87.

CALTRANS TRENCH DETAIL

NOTES:

- PERMITTEE MUST REUSE THE SOIL WITHIN THE WORK LIMITS IN THE IMMEDIATE AREA FROM WHICH IT WAS EXCAVATED. IF ANY EXCESS SOIL IS GENERATED, IT BECOMES THE PROPERTY OF THE PERMITTEE.
- PERMITTEE MUST TRANSPORT ALL EXCESS SOIL OUTSIDE OF CALTRANS' RIGHT-OF-WAY, AND DISPOSE OF IT IN ACCORDANCE WITH ALL APPLICABLE ENVIRONMENTAL LAWS AND REGULATIONS.



NOTES:

- ALL EXCAVATIONS WITHIN COUNTY RIGHT-OF-WAY SHALL REQUIRE AN EXCAVATION PERMIT FROM THE ROAD PERMIT SECTION.
- ROAD PERMITS ARE NOT VALID WITHOUT FULL COMPLIANCE OF UNDERGROUND SERVICE ALERT REQUIREMENTS.
- ALL EXCAVATIONS SHALL BE CONSTRUCTED AS PRESCRIBED BY CAL-OSHA.
- TEMPORARY PAVING SHALL BE 0.17\"/>

TRENCH CUT T-GRIND TRENCH DETAIL

SAN BERNARDINO COUNTY TRENCH DETAIL

LINE IS 2 INCHES AT FULL SIZE IF NOT 2" - SCALE ACCORDINGLY

BENCHMARK					
NONE REFERENCED					
Letter	Description	Date	Initial	Initial	Initial

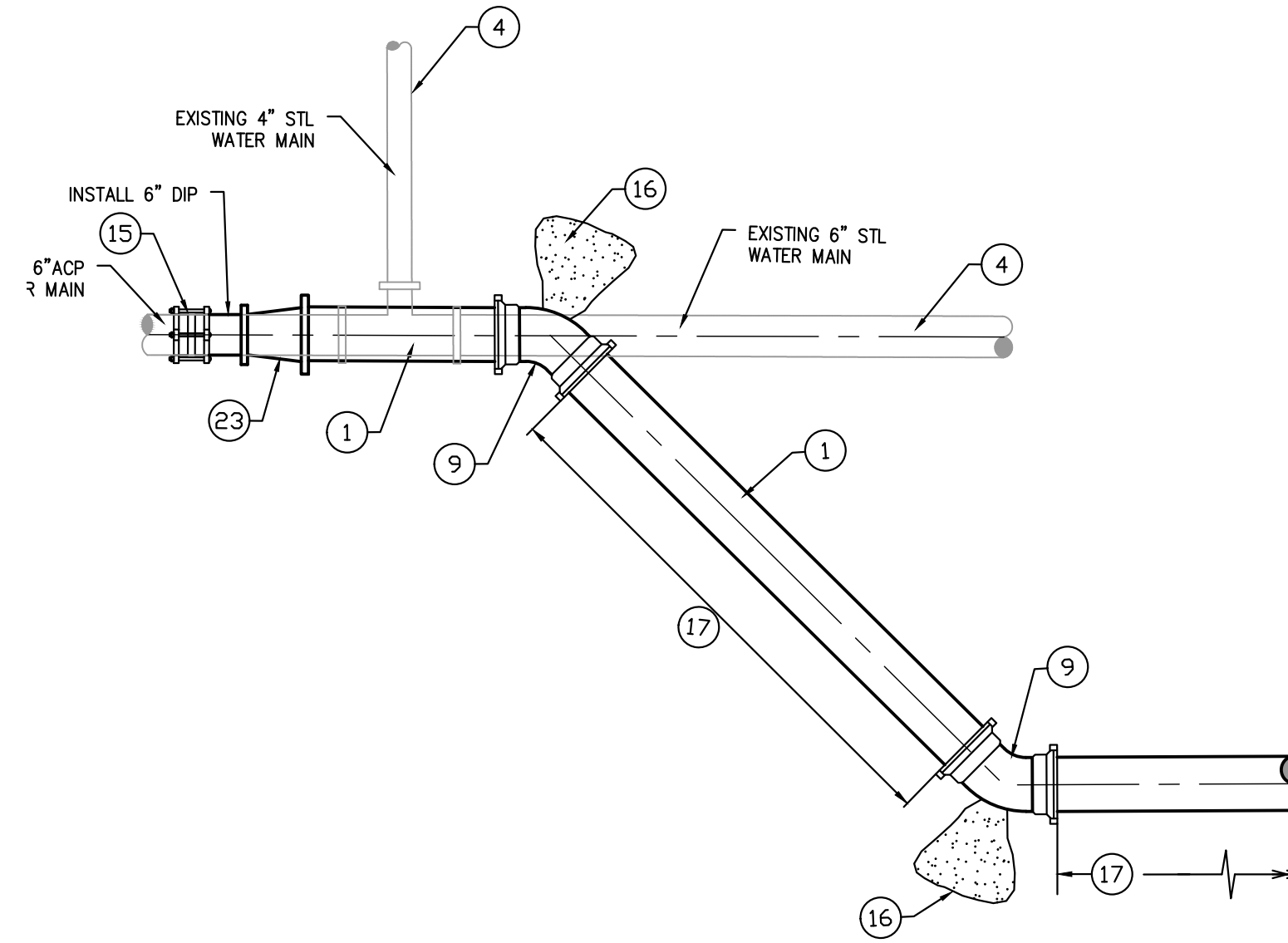
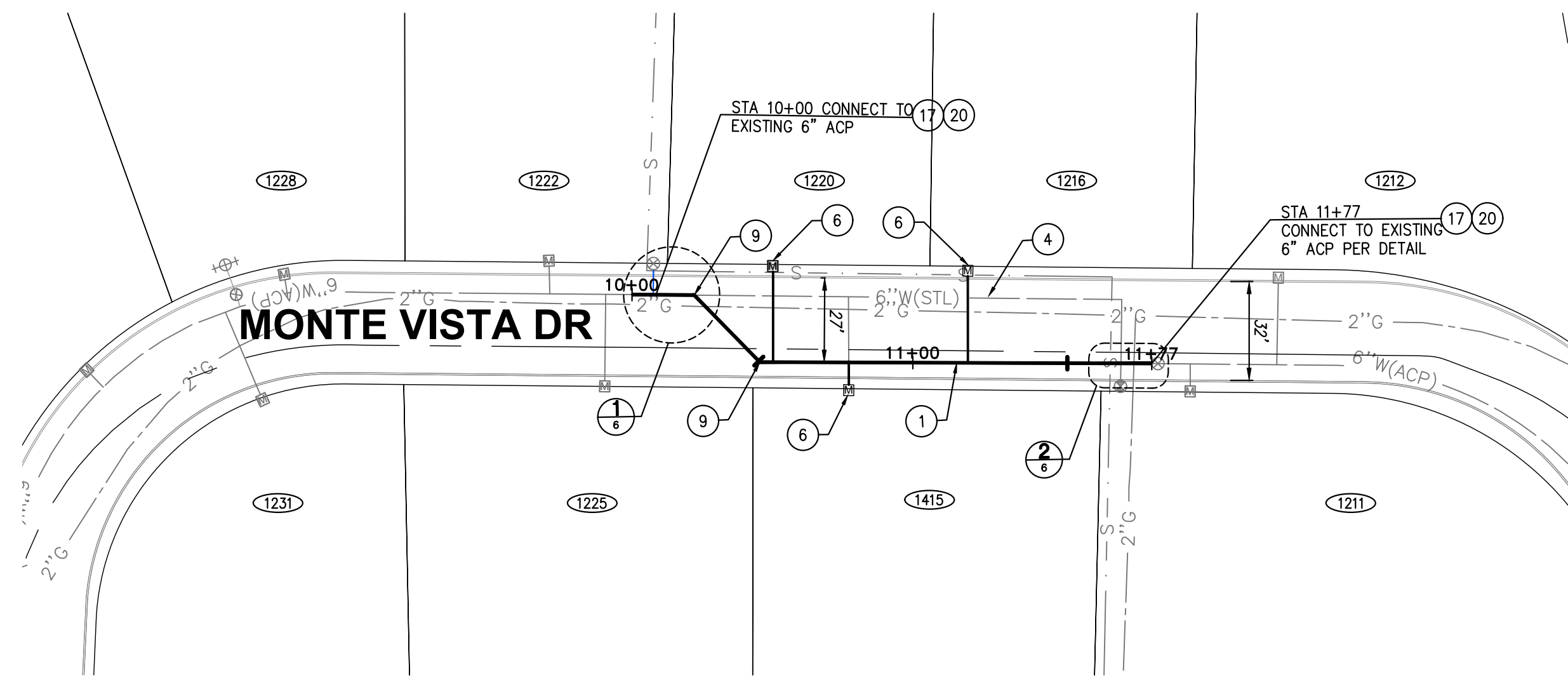
Revisions					

CITY OF REDLANDS
 Municipal Utilities and Engineering Department

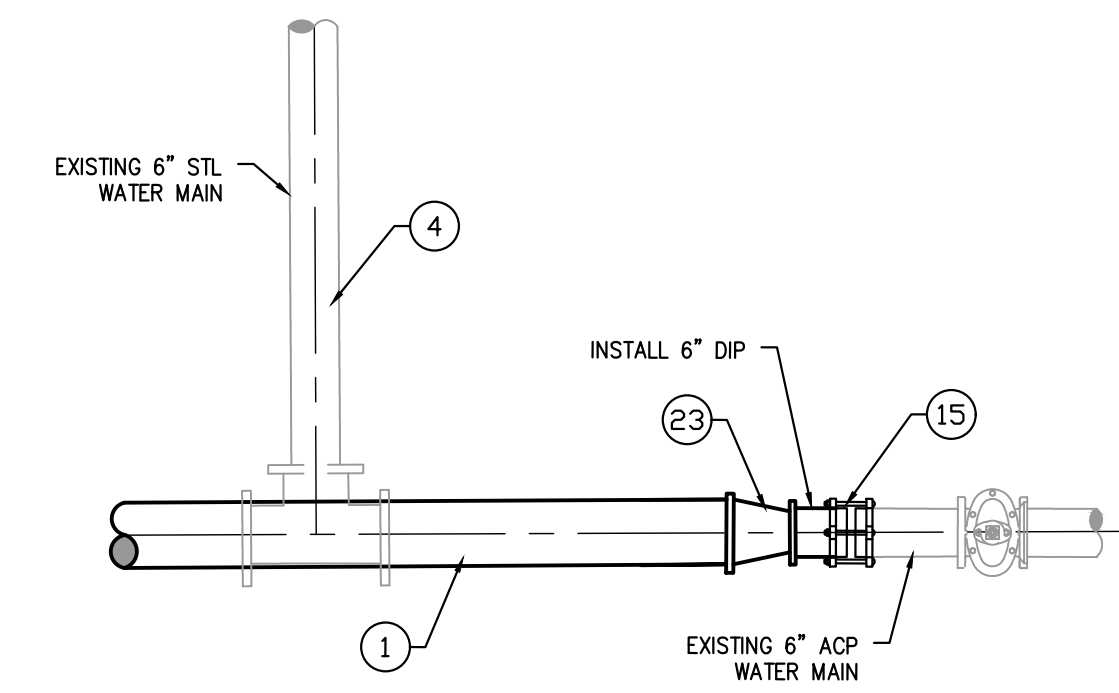
2025 CIP WATER PIPELINE REPLACEMENT PROJECT
PROJECT No. 501068
MISCELLANEOUS DETAILS (3)

D-20562

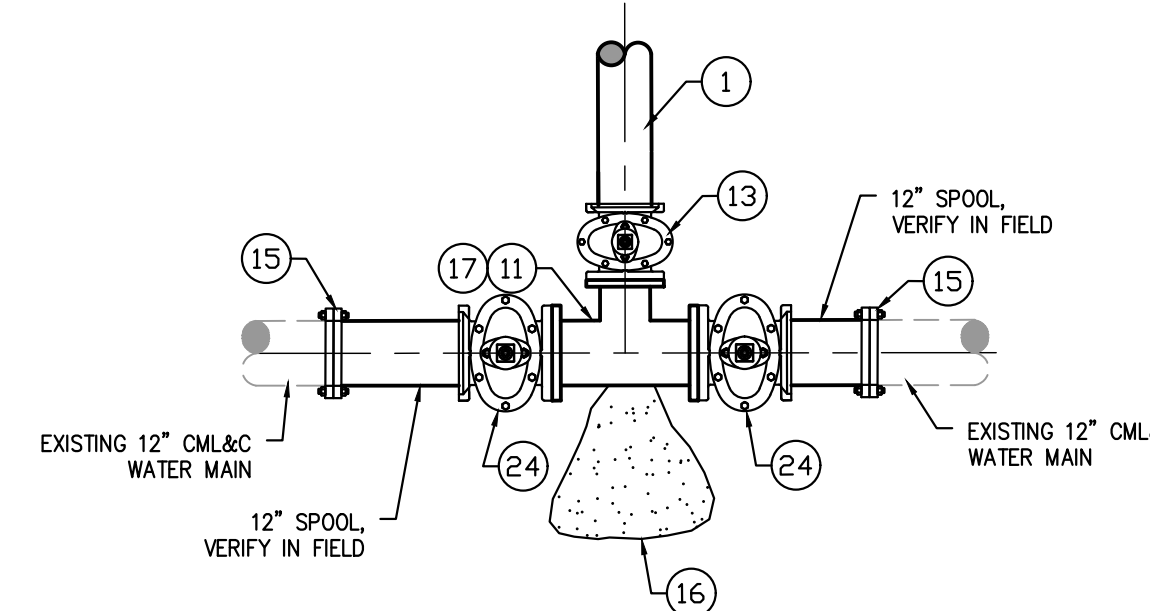
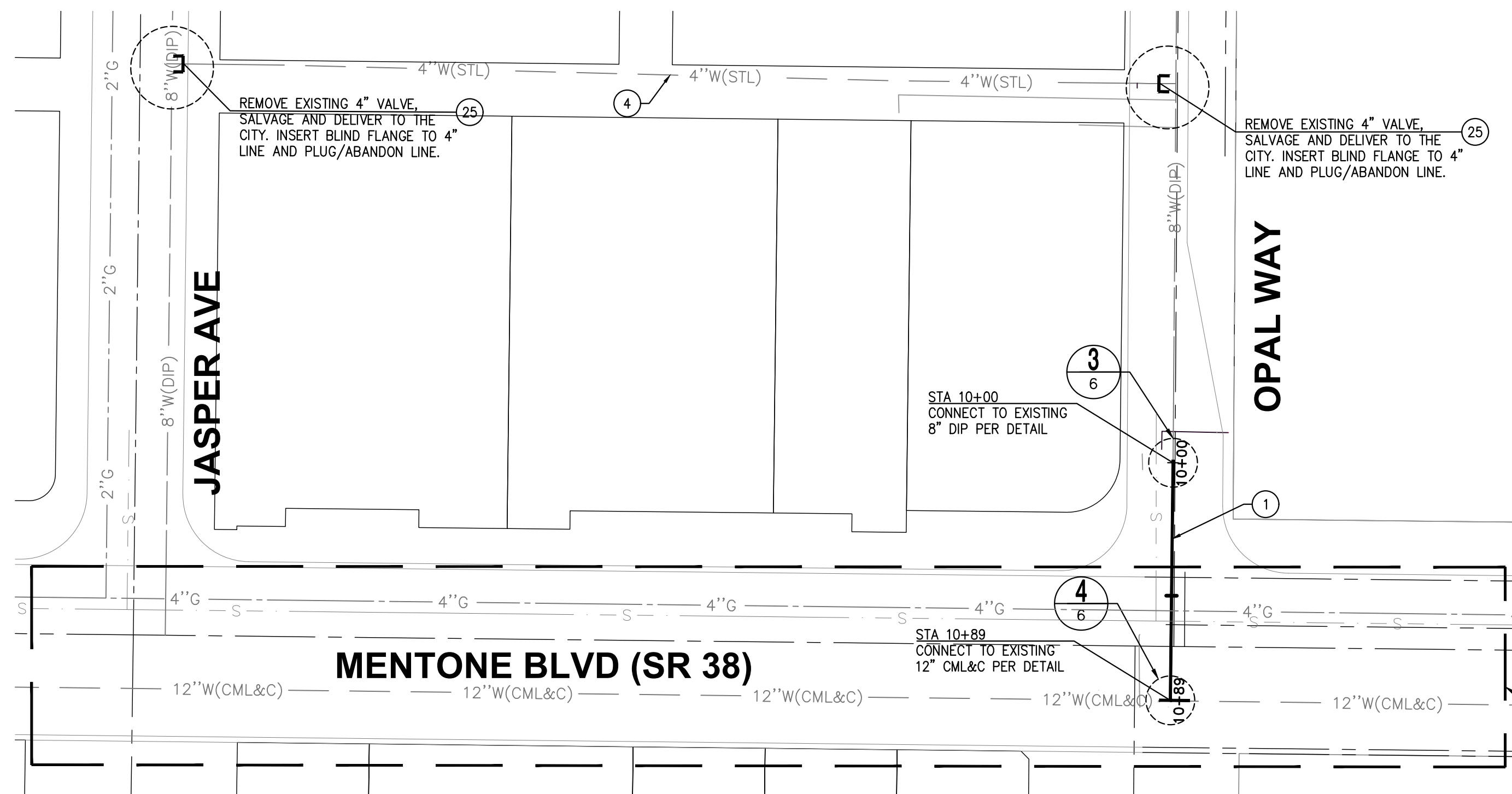
Designed by: EA	Reviewed By: <i>Gerard J. Nepomuceno</i>
Date: 11/2025	11/04/2025
Checked by: GKD	Gerard J. Nepomuceno, Civil Engineer, R.C.E. 93200 Date
Date: 11/2025	Approved By: <i>Goutam K. Dobey</i>
Drawn by: EA	Goutam K. Dobey, City Engineer, R.C.E. 75646 Date
Date: 11/2025	11/04/2025
Checked by: GKD	Sheet 5 of 17 Sheets
Date: 11/2025	Scale: Horiz. AS SHOWN Vert. NONE



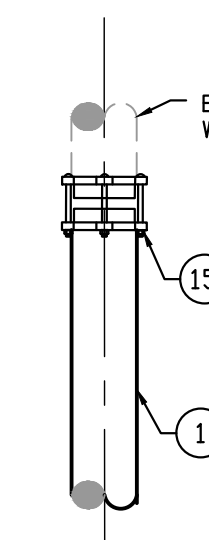
10+00 MONTE VISTA DR ①
CONNECTION DETAIL ⑥
 NOT TO SCALE



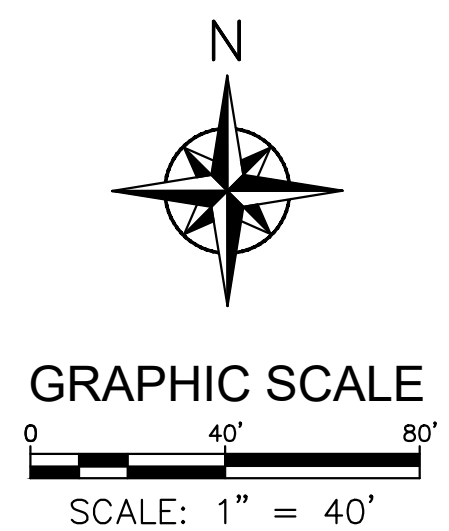
11+77 MONTE VISTA DR ②
CONNECTION DETAIL ⑥
 NOT TO SCALE



STA. 10+89 MENTONE BLVD (SR38) ④
CONNECTION DETAIL ⑥
 NOT TO SCALE



STA. 10+00 OPAL WAY ③
CONNECTION DETAIL ⑥
 NOT TO SCALE



CONSTRUCTION NOTES

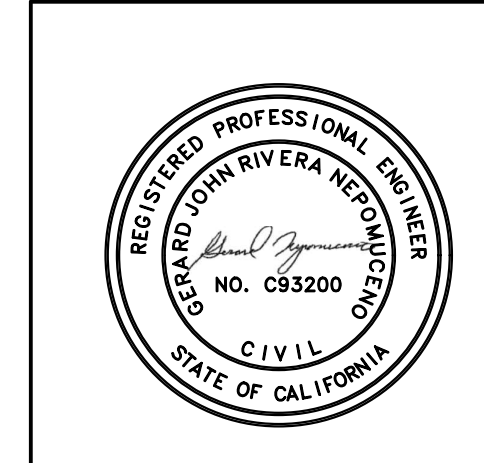
- ① INSTALL 8-INCH DIP (CLASS 350) WITH FIELD LOCKS AND WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
- ② INSTALL RESIDENTIAL FIRE HYDRANT WITH CHECK VALVE PER DETAIL 3, SHEET 4
- ③ REMOVE AND SALVAGE EXISTING FH/B.O. TO CITY YARD. ABANDON EXISTING VALVE, REMOVE RISER AND COVER, SAW-CUT PVM'T, AND FILL RISER WITH BASE PER DETAIL 1, SHEET 3
- ④ ABANDON EXISTING WATER MAIN IN PLACE
- ⑤ ABANDON EXISTING VALVE ON ABANDONED WATER MAIN PER DETAIL 1, SHEET 3
- ⑥ ABANDON EXISTING SERVICE AND REPLACE WITH NEW 1" COPPER WATER SERVICE FROM NEW MAIN TO EXISTING METER PER DETAIL 4, SHEET 3
- ⑨ INSTALL 45° BEND WITH RESTRAINED JOINTS - PIPE SIZE AS NOTED
- ⑪ INSTALL FLANGED TEE WITH RESTRAINED JOINTS - SIZE AS NOTED
- ⑫ INSTALL FLANGED CROSS - SIZE AS NOTED
- ⑬ INSTALL 8" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- ⑮ INSTALL RESTRAINED COUPLING PER LEGEND, SHEET 2 - MATCH PIPE SIZES
- ⑯ CONSTRUCT THRUST BLOCK PER "TYPICAL THRUST BLOCK DETAIL" ON SHEET 3
- ⑰ RESTRAIN ALL JOINTS (OR LENGTH AS NOTED)
- ⑱ REMOVE INTERFERING PORTION OF EXISTING PIPE AND APPURTENANCES (PLUG PER SPECIFICATIONS IF TO BE ABANDONED)
- ⑳ CONTRACTOR TO FIELD VERIFY EXACT LOCATION OF EXISTING UTILITY
- ㉑ IF EXISTING UTILITY ELEVATION CONFLICTS WITH PROPOSED PIPELINE INSTALL DROP SECTION PER DETAIL 3, SHEET 3 OR INCREASE COVER TO PROVIDE MINIMUM SEPARATION
- ㉒ INSTALL FLANGED COUPLING ADAPTER - PIPE SIZE
- ㉓ INSTALL REDUCER WITH RESTRAINED JOINTS - MATCH PIPE SIZES
- ㉔ INSTALL 12" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- ㉕ INSTALL BLIND FLANGE - FITTING SIZE

CALTRANS ROW
 CALTRANS ENCROACHMENT PERMIT
 REQUIRED BEFORE WORKING IN
 THIS AREA. SEE SHEET 5 FOR
 CALTRANS CONSTRUCTION STANDARDS

Underground Service Alert
 of Southern California
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1-800-227-2600
 TWO WORKING DAYS BEFORE YOU DIG

***** NOTE: *****
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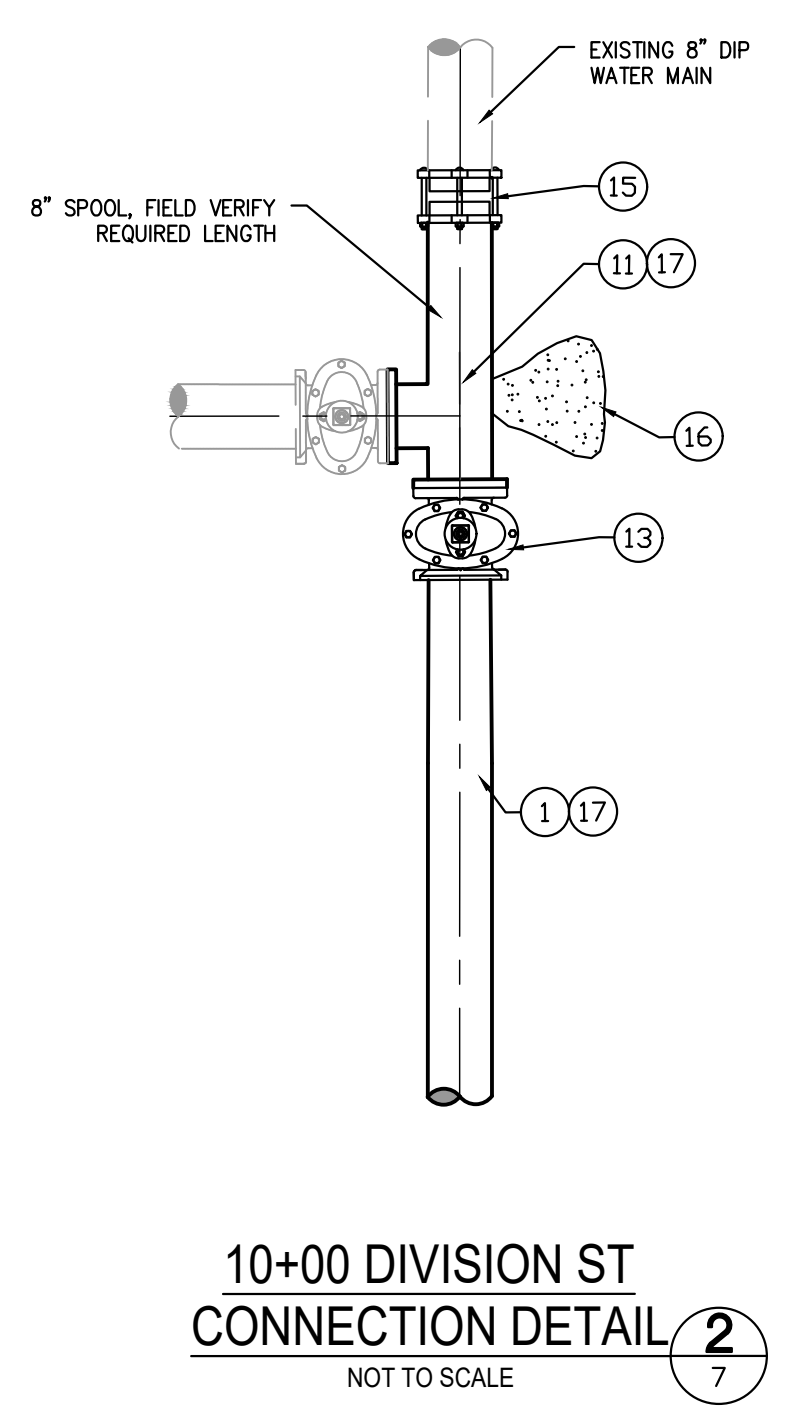
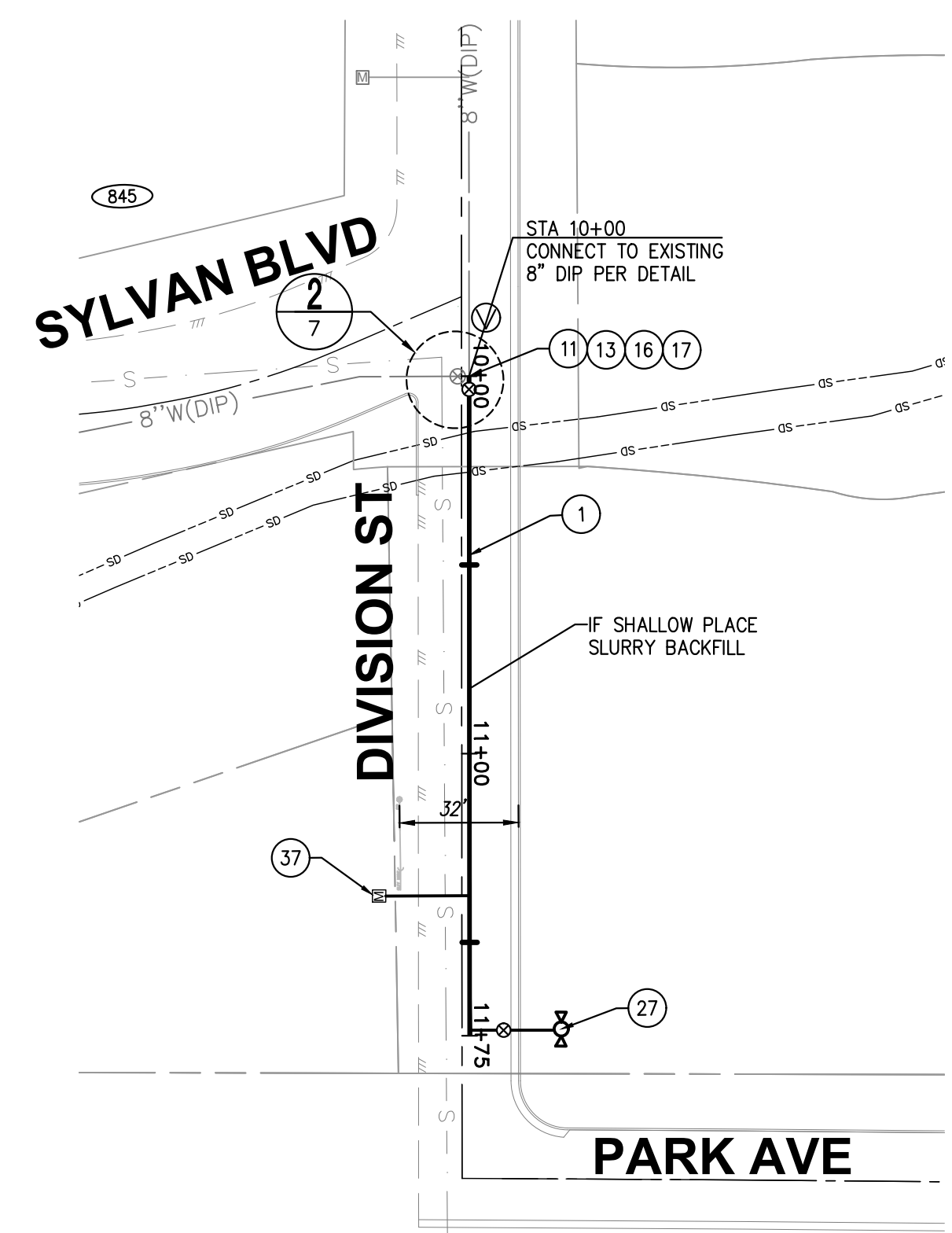
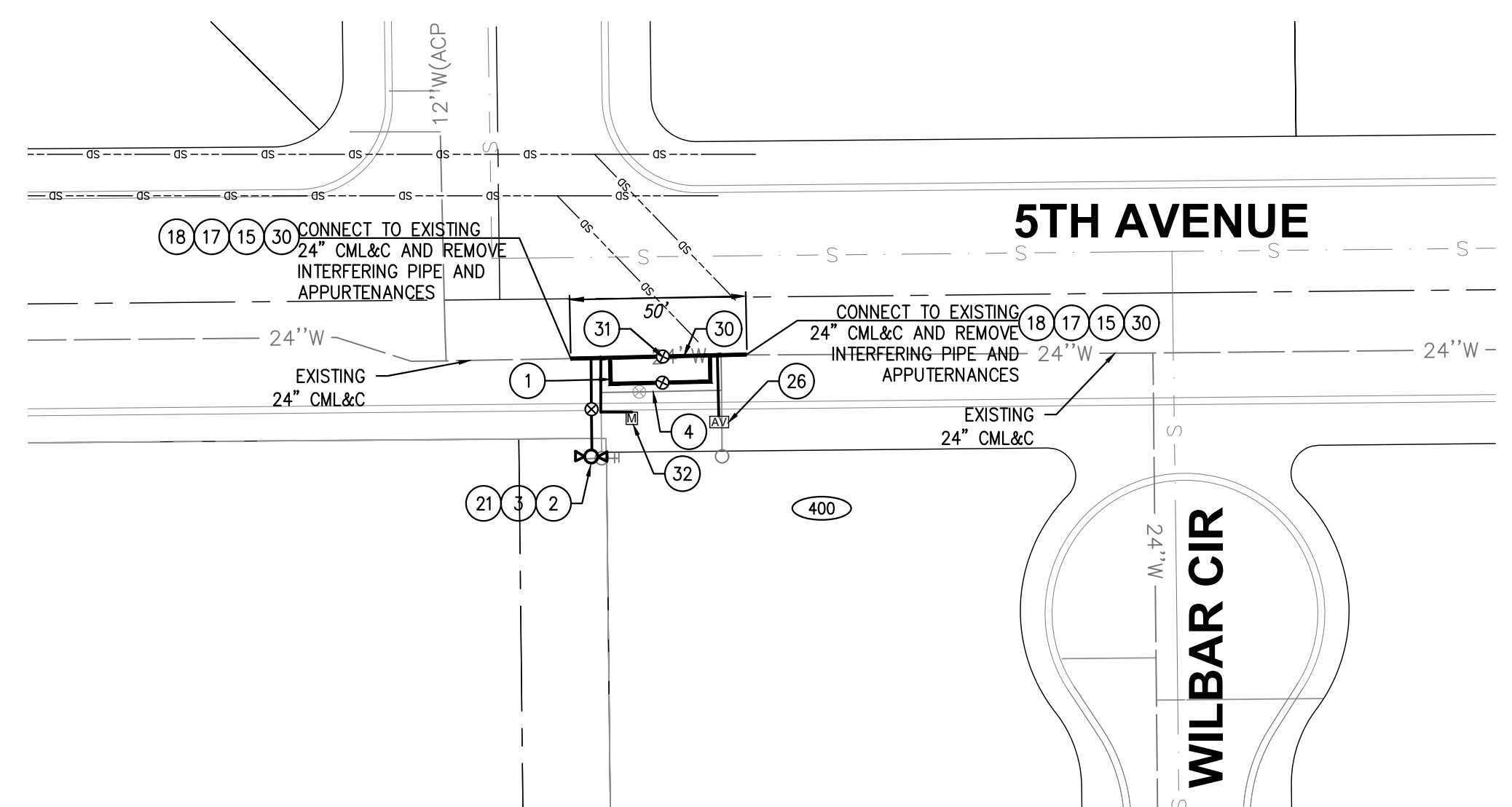
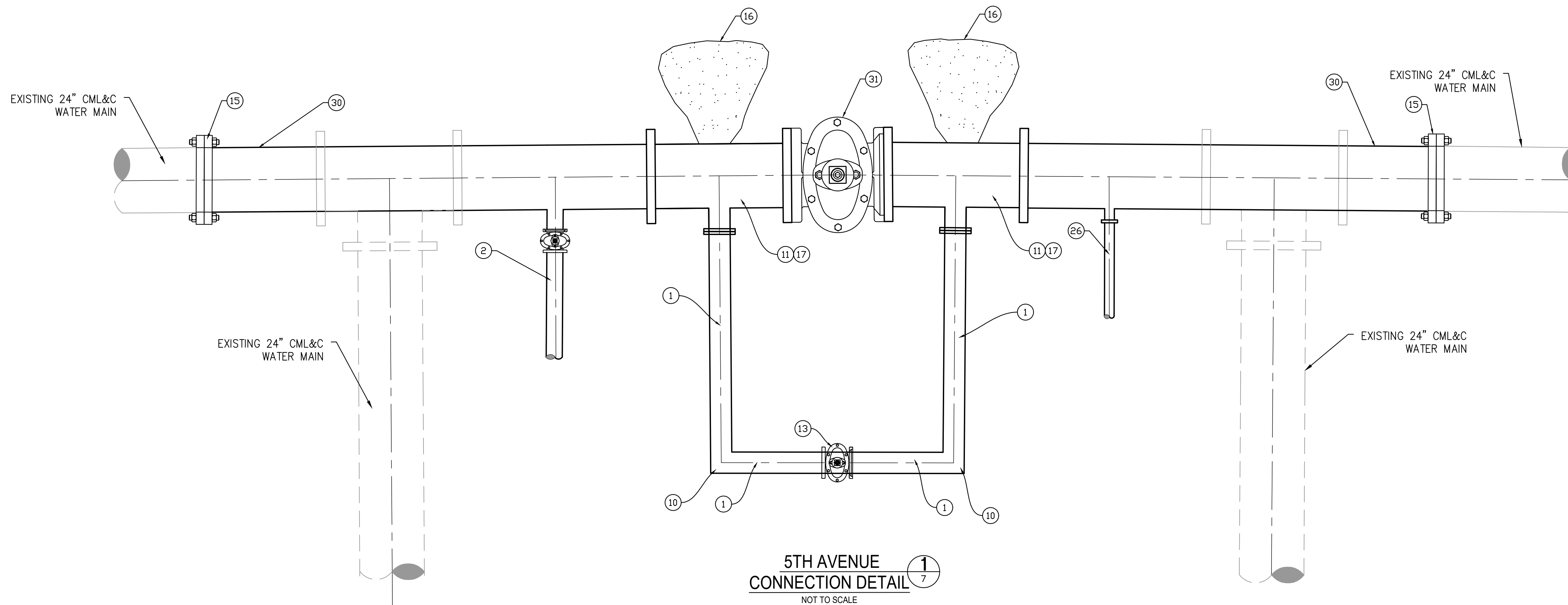
***** NOTE: *****
 NOTE: CONTRACTOR SHALL REPLACE ALL CONCRETE CROSS GUTTER REMOVED WITHIN THIS PROJECT FROM JOINT TO JOINT. CROSS GUTTER SHALL BE PER SPPWC STD. PLAN 122-2 WITH 6" OF CAB, CMB OR CLASS 2 BASE.



CITY OF REDLANDS Municipal Utilities and Engineering Department	
2025 CIP WATER PIPELINE REPLACEMENT PROJECT PROJECT No. 501068 MONTE VISTA DR., JASPER AVE, OPAL WAY, AND MENTONE BLVD	
Designed by: EA	Reviewed By: <i>Gerard J. Nepomuceno</i> 11/04/2025
Date: 11/2025	Gerard J. Nepomuceno, Civil Engineer, R.C.E. 93200 Date
Checked by: GKD	Approved By: <i>Gerard J. Nepomuceno</i> 11/04/2025
Date: 11/2025	Goutam K. Dohy, City Engineer, R.C.E. 75646 Date
Drawn by: EA	
Date: 11/2025	
Checked by: GKD	Sheet 6 of 17 Sheets
Date: 11/2025	Scale: Horiz. AS SHOWN
	Vert. NONE

BENCHMARK					
Letter	Description	Date	Initial	Initial	Initial
NONE REFERENCED					
Revisions					

D-20562



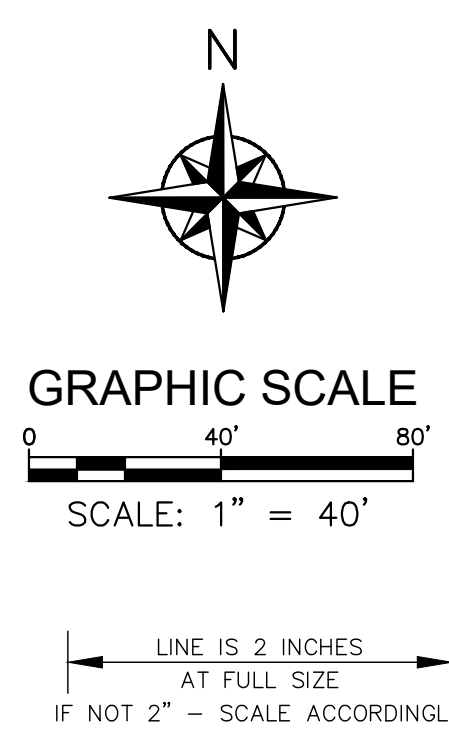
CONSTRUCTION NOTES

- 1 INSTALL 8-INCH DIP (CLASS 350) WITH FIELD LOCKS AND WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
- 2 INSTALL RESIDENTIAL FIRE HYDRANT WITH CHECK VALVE PER DETAIL 3, SHEET 4
- 3 REMOVE AND SALVAGE EXISTING FH/B.O. TO CITY YARD, ABANDON EXISTING VALVE, REMOVE RISER AND COVER, SAW-CUT PVM/T, AND FILL RISER WITH BASE PER DETAIL 1, SHEET 3
- 4 ABANDON EXISTING WATER MAIN IN PLACE
- 10 INSTALL 90° BEND WITH RESTRAINED JOINTS - PIPE SIZE AS NOTED
- 11 INSTALL FLANGED TEE WITH RESTRAINED JOINTS - SIZE AS NOTED
- 13 INSTALL 8" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- 15 INSTALL RESTRAINED COUPLING PER LEGEND, SHEET 2 - MATCH PIPE SIZES
- 16 CONSTRUCT THRUST BLOCK PER "TYPICAL THRUST BLOCK DETAIL" ON SHEET 3
- 17 RESTRAIN ALL JOINTS (OR LENGTH AS NOTED)
- 18 REMOVE INTERFERING PORTION OF EXISTING PIPE AND APPURTENANCES (PLUG PER SPECIFICATIONS IF TO BE ABANDONED)
- 20 CONTRACTOR TO FIELD VERIFY EXACT LOCATION OF EXISTING UTILITY
- 21 IF EXISTING UTILITY ELEVATION CONFLICTS WITH PROPOSED PIPELINE INSTALL DROP SECTION PER DETAIL 3, SHEET 3 OR INCREASE COVER TO PROVIDE MINIMUM SEPARATION
- 26 INSTALL 2" AIR AND VACUUM VALVE ASSEMBLY PER DETAIL 6 ON SHEET 4
- 27 INSTALL FIRE HYDRANT WITH BLOWOFF PER DETAIL 2, SHEET 3
- 30 INSTALL 24" DIP (CLASS 350) WITH WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
- 31 INSTALL 24" BUTTERFLY VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- 32 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 2" COPPER WATER SERVICE FROM NEW MAIN TO EXISTING METER PER DETAIL 4, SHEET 3
- 37 CONSTRUCT NEW 1.5" SERVICE CONNECTION PER CITY OF REDLANDS STANDARD DRAWING NO. A-20513

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of Southern California
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1-800-227-2600
TWO WORKING DAYS BEFORE YOU DIG

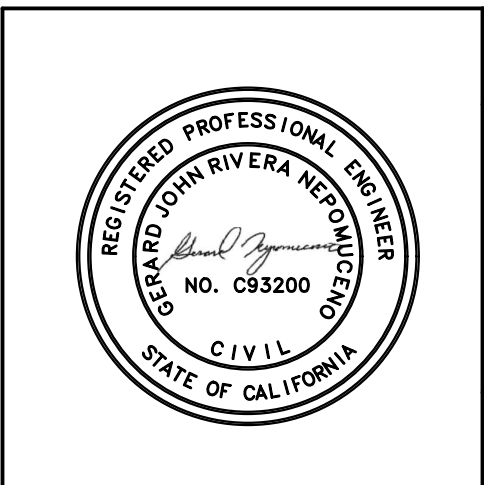
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BENCHMARK				
NONE REFERENCED				
Letter	Description	Date	Initial	Initial

Revisions				

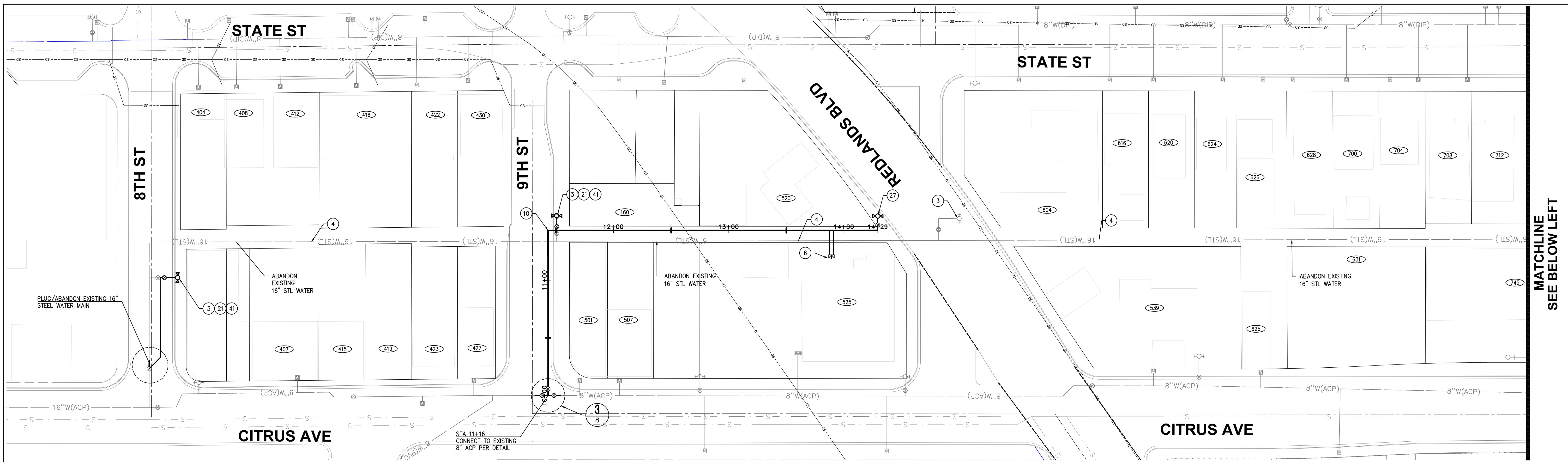


CITY OF REDLANDS
Municipal Utilities and Engineering Department

2025 CIP WATER PIPELINE REPLACEMENT PROJECT
PROJECT No. 501068
5TH AVE, WILBAR CIR, DIVISION ST, SYLVAN BLVD, AND PARK AVE

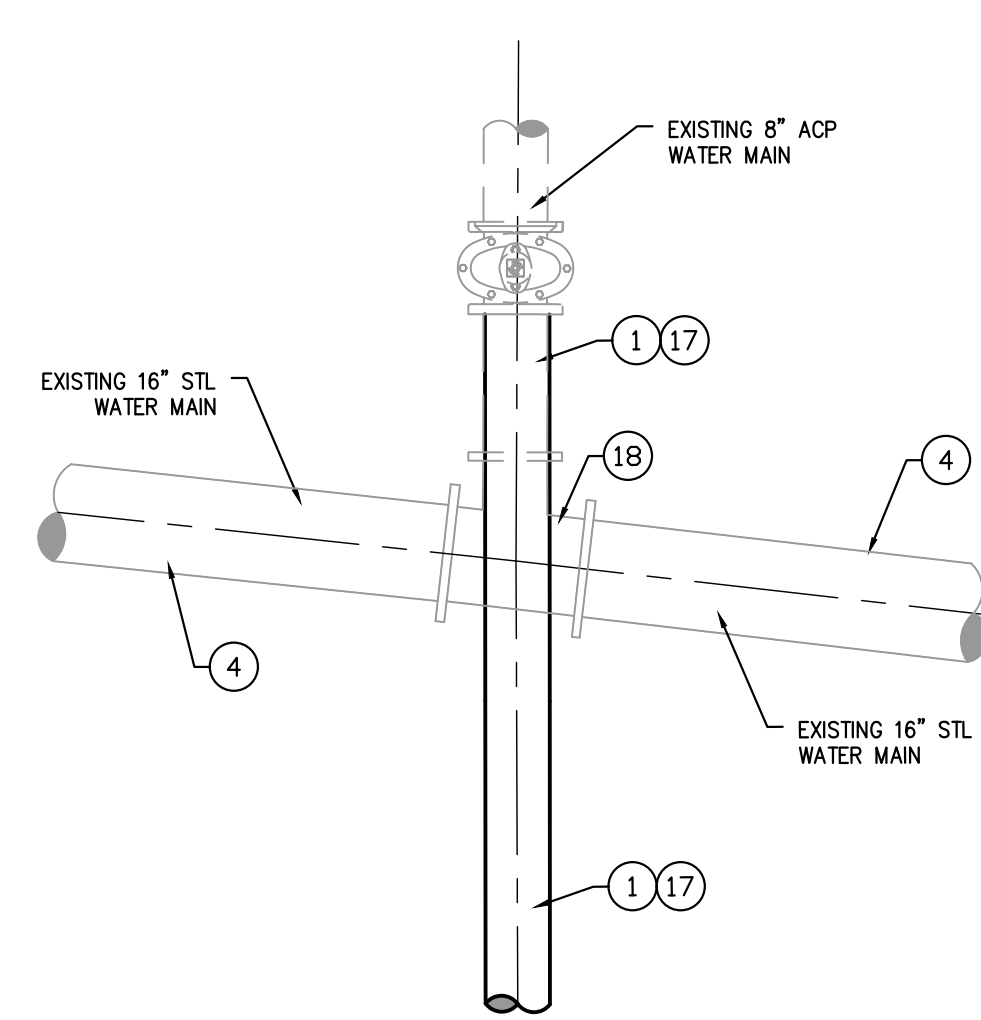
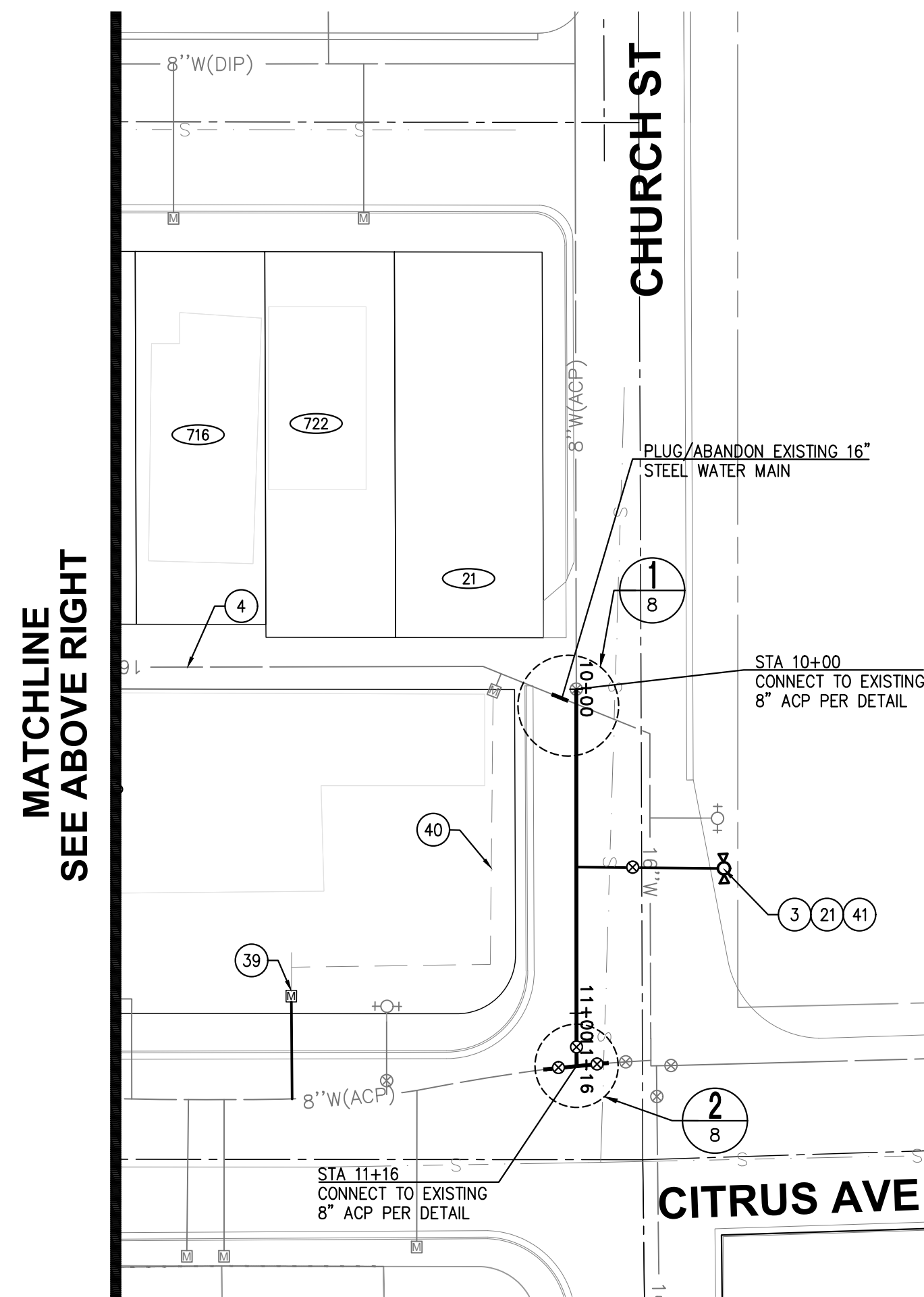
Designed by: EA	Reviewed By: <i>Gerard J. Nepomuceno</i>	Date: 11/04/2025
Checked by: GKD	Approved By: <i>Gerard J. Nepomuceno</i>	Date: 11/04/2025
Drawn by: EA	Gautam K. Dabey, City Engineer, R.C.E. 75646	Date: 11/04/2025
Checked by: GKD	Scale: Horiz. AS SHOWN	Ver.: NONE
Date: 11/2025	Sheet 7 of 17	Sheets

D-20562

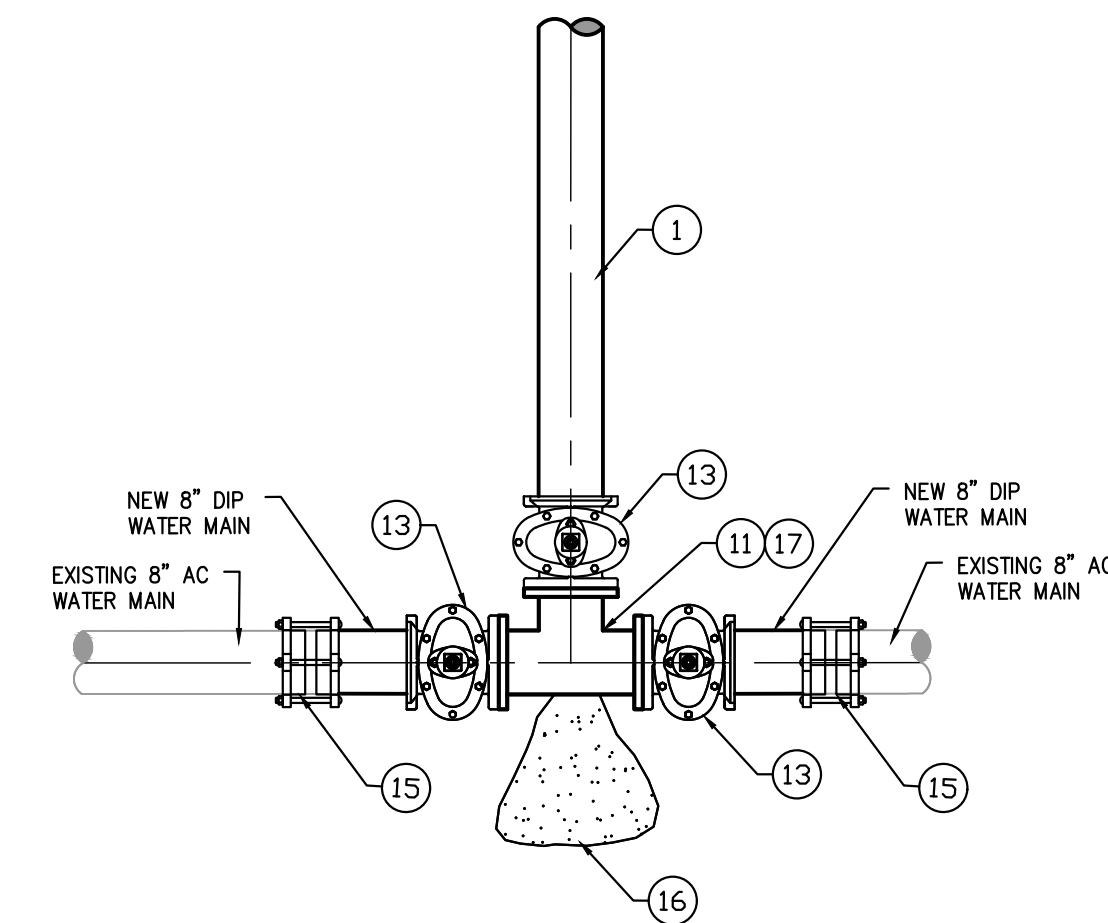


CONSTRUCTION NOTES

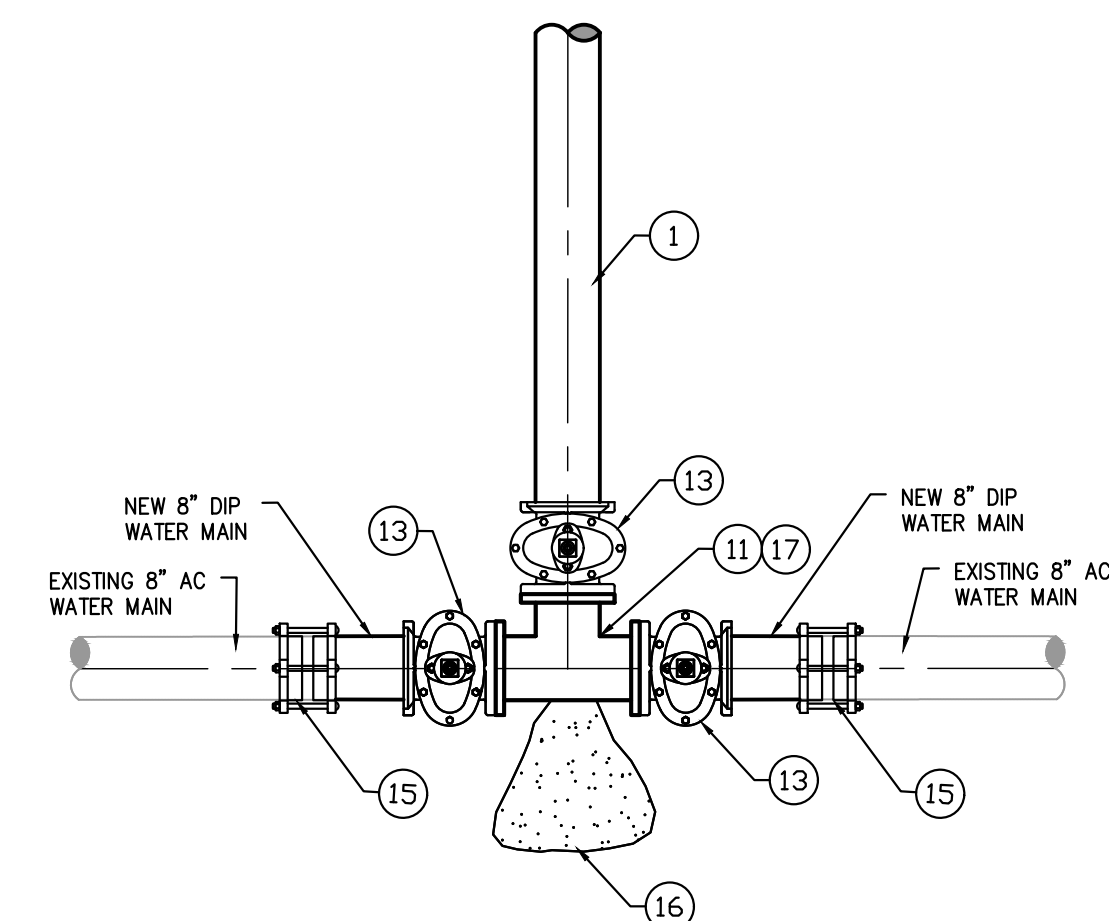
- 1 INSTALL 8-INCH DIP (CLASS 350) WITH FIELD LOCKS AND WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
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- 4 ABANDON EXISTING WATER MAIN IN PLACE
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- 9 INSTALL 45° BEND WITH RESTRAINED JOINTS - PIPE SIZE AS NOTED
- 10 INSTALL 90° BEND WITH RESTRAINED JOINTS - PIPE SIZE AS NOTED
- 11 INSTALL FLANGED TEE WITH RESTRAINED JOINTS - SIZE AS NOTED
- 13 INSTALL 8" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- 15 INSTALL RESTRAINED COUPLING PER LEGEND, SHEET 2 - MATCH PIPE SIZES
- 16 CONSTRUCT THRUST BLOCK PER "TYPICAL THRUST BLOCK DETAIL" ON SHEET 3
- 17 RESTRAIN ALL JOINTS (OR LENGTH AS NOTED)
- 18 REMOVE INTERFERING PORTION OF EXISTING PIPE AND APPURTENANCES (PLUG PER SPECIFICATIONS IF TO BE ABANDONED)
- 19 IF EXISTING WATER LINE CONFLICTS WITH FH 6" RUN, INSTALL RUN AND RISER ONCE THE EXISTING LINE HAS BEEN ABANDONED AND REMOVED
- 20 CONTRACTOR TO FIELD VERIFY EXACT LOCATION OF EXISTING UTILITY
- 21 IF EXISTING UTILITY ELEVATION CONFLICTS WITH PROPOSED PIPELINE INSTALL DROP SECTION PER DETAIL 3, SHEET 3 OR INCREASE COVER TO PROVIDE MINIMUM SEPARATION
- 25 INSTALL BLIND FLANGE - FITTING SIZE
- 26 INSTALL 2" AIR AND VACUUM VALVE ASSEMBLY PER DETAIL 6 ON SHEET 4
- 32 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 2" COPPER WATER SERVICE FROM NEW MAIN TO EXISTING METER PER DETAIL 4, SHEET 3
- 39 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 4" DIP WATER SERVICE FROM NEW MAIN TO EXISTING METER PER CITY OF REDLANDS STD. DWG. A-20521
- 40 CONSTRUCT UP TO 120 ± LF 1-INCH SCH 80 PVC PIPE TO RELOCATE AND RESTORE CUSTOMER WATER SERVICE. WORK SHALL INCLUDE A PROPERTY AND PLUMBING ASSESSMENT, ALL TRENCHING, CORING AND TUNNELING AS REQUIRED TO RECONNECT SERVICE PIPING.
- 41 INSTALL COMMERCIAL FIRE HYDRANT WITH CHECK VALVE PER DETAIL 3, SHEET 4



10+00 CHURCH ST CONNECTION DETAIL 1/8 NOT TO SCALE



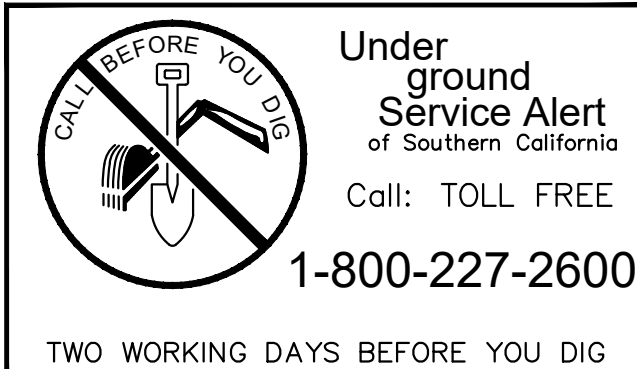
STA 11+16 CHURCH ST CONNECTION DETAIL 2/8 NOT TO SCALE



STA 10+00 CITRUS AVE CONNECTION DETAIL 3/8 NOT TO SCALE

MATCHLINE SEE ABOVE RIGHT

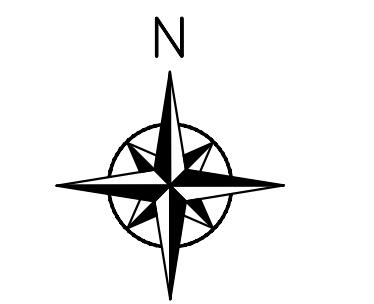
MATCHLINE SEE BELOW LEFT



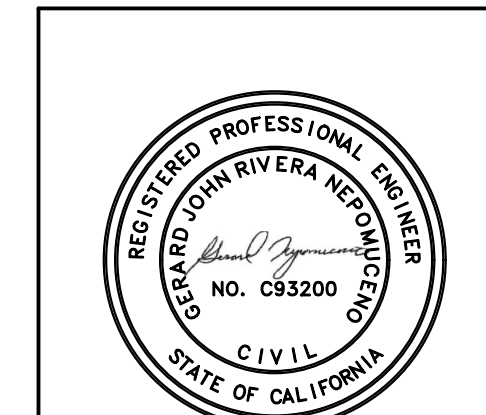
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LINE IS 2 INCHES AT FULL SIZE IF NOT 2" - SCALE ACCORDINGLY



GRAPHIC SCALE
 SCALE: 1" = 40'



CITY OF REDLANDS
 Municipal Utilities and Engineering Department

2025 CIP WATER PIPELINE REPLACEMENT PROJECT
 PROJECT No. 501068

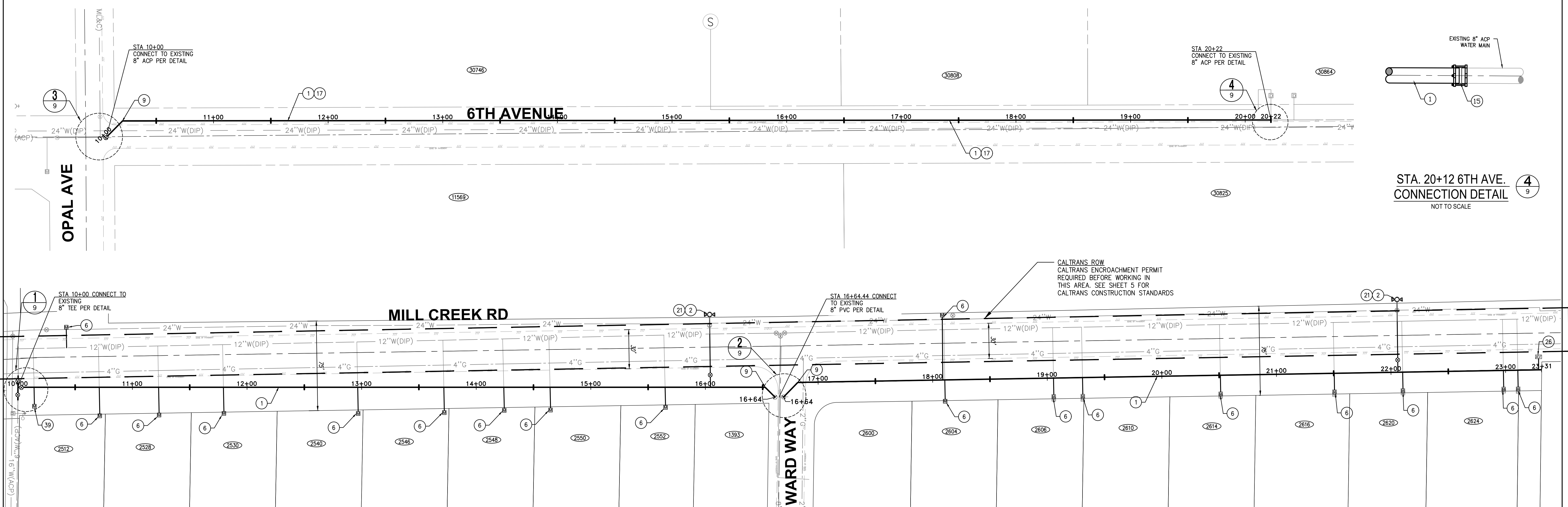
REDLANDS BLVD AND CITRUS AVE

Designed by: EA	Reviewed By: <i>Gerard J. Nepomuceno</i>	Date: 11/04/2025
Date: 11/2025	Gerard J. Nepomuceno, Civil Engineer, R.C.E. 93200	Date
Checked by: GKD	Approved By: <i>Gerard J. Nepomuceno</i>	Date: 11/04/2025
Date: 11/2025	Gautam K. Dabey, City Engineer, R.C.E. 75646	Date
Drawn by: EA	Sheet 8 of 17 Sheets	
Date: 11/2025	Scale: Horiz. AS SHOWN	
Checked by: GKD	Vert. NONE	
Date: 11/2025		

BENCHMARK			
NONE REFERENCED			
Letter	Description	Date	Initial

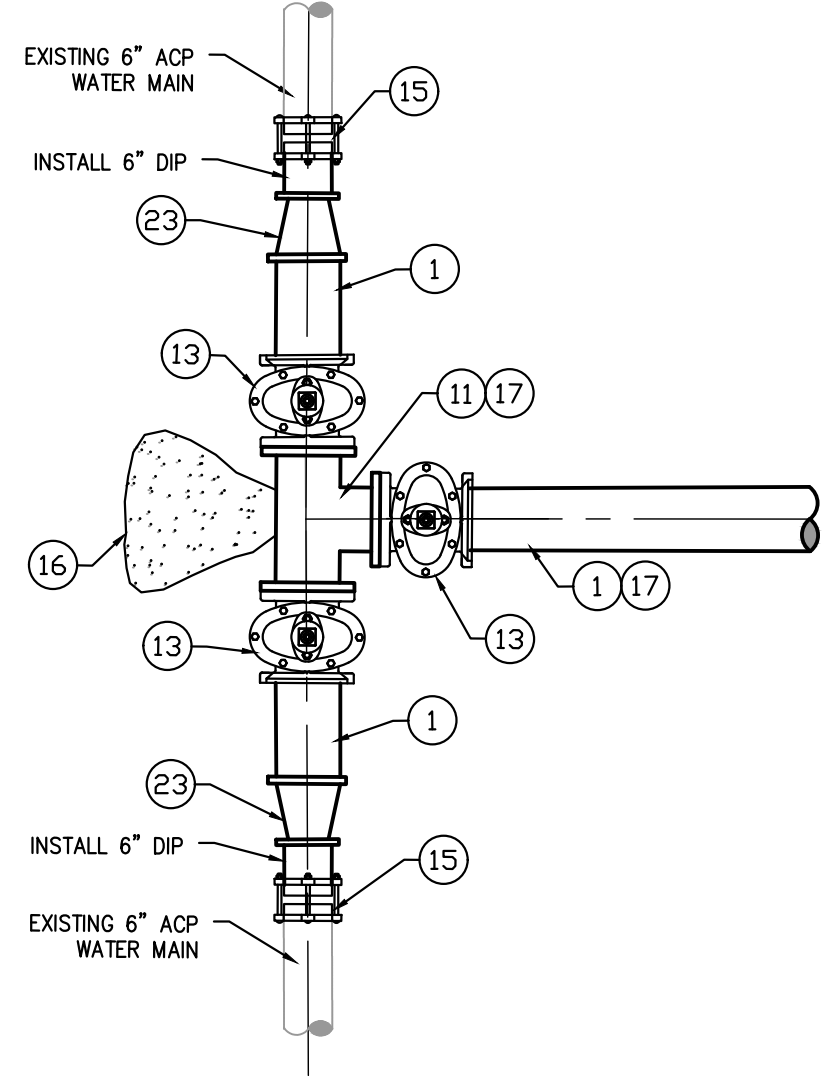
Revisions			

D-20562

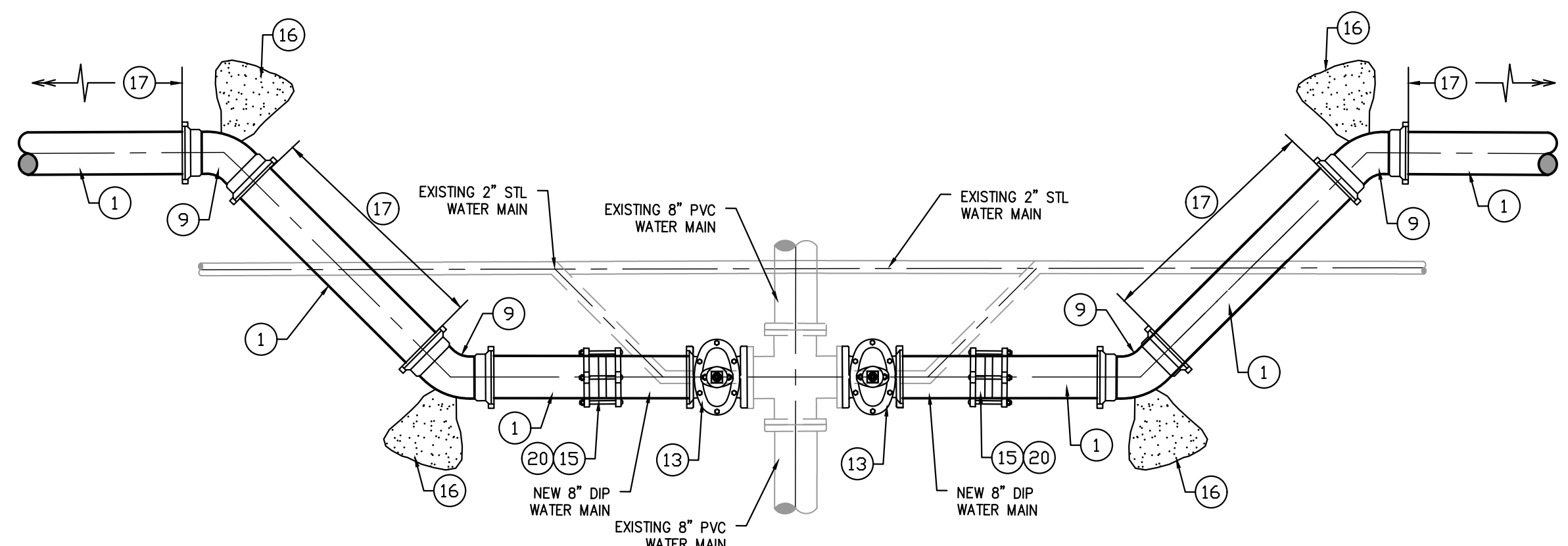


STA. 20+12 6TH AVE. CONNECTION DETAIL
NOT TO SCALE

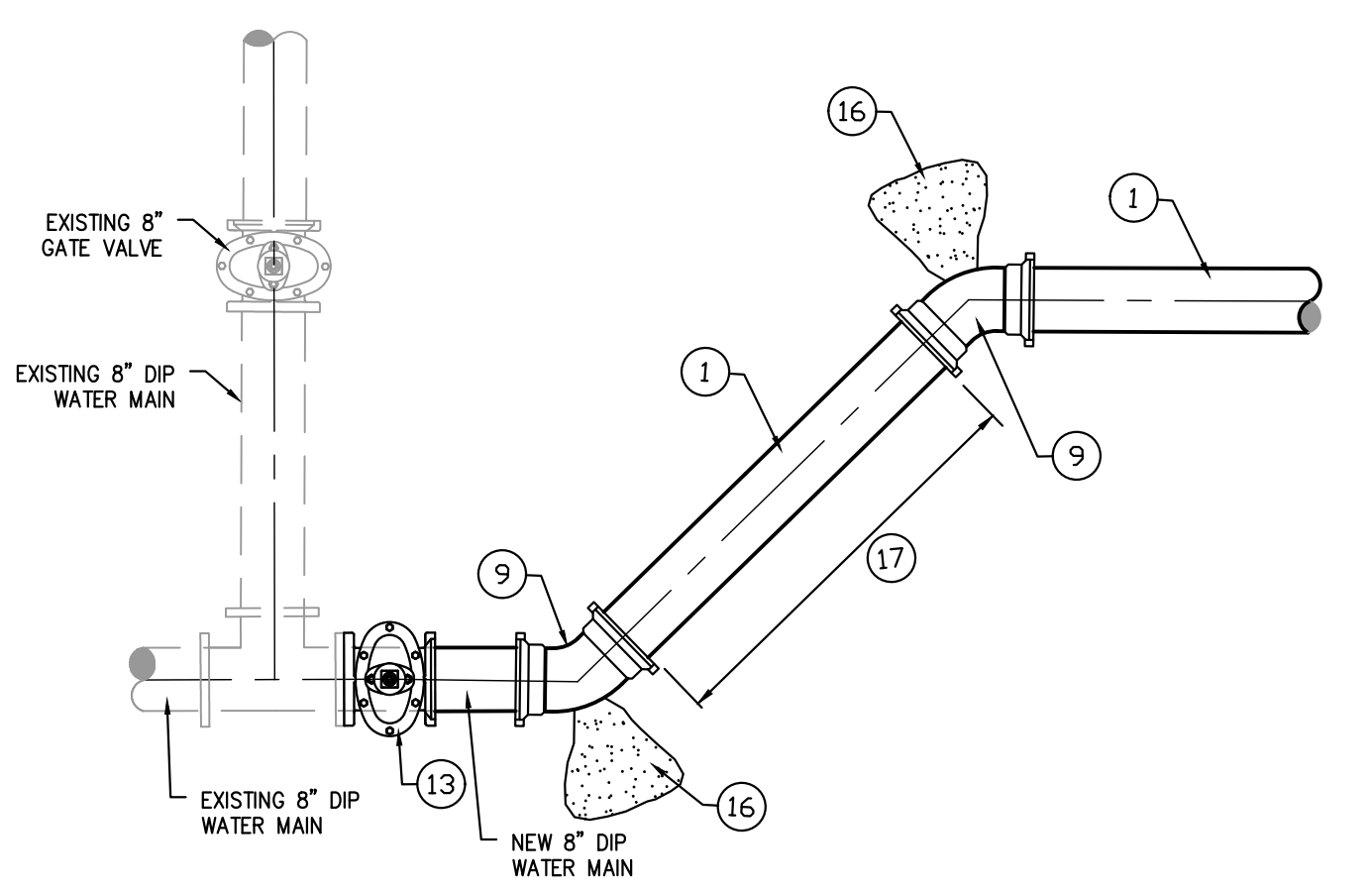
- CONSTRUCTION NOTES**
- 1 INSTALL 8-INCH DIP (CLASS 350) WITH FIELD LOCKS AND WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
 - 2 INSTALL RESIDENTIAL FIRE HYDRANT WITH CHECK VALVE PER DETAIL 3, SHEET 4
 - 3 REMOVE AND SALVAGE EXISTING FH/B.O. TO CITY YARD, ABANDON EXISTING VALVE, REMOVE RISER AND COVER, SAW-CUT PVM/T, AND FILL RISER WITH BASE PER DETAIL 1, SHEET 3
 - 4 ABANDON EXISTING WATER MAIN IN PLACE
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 - 11 INSTALL FLANGED TEE WITH RESTRAINED JOINTS - SIZE AS NOTED
 - 13 INSTALL 8" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
 - 15 INSTALL RESTRAINED COUPLING PER LEGEND, SHEET 2 - MATCH PIPE SIZES
 - 16 CONSTRUCT THRUST BLOCK PER "TYPICAL THRUST BLOCK DETAIL" ON SHEET 3
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 - 23 INSTALL REDUCER WITH RESTRAINED JOINTS - MATCH PIPE SIZES
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 - 39 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 4" DIP WATER SERVICE FROM NEW MAIN TO EXISTING METER PER CITY OF REDLANDS STD. DWG. A-20521



10+00 MILL CREEK RD CONNECTION DETAIL
NOT TO SCALE



16+64 WARD WAY CONNECTION DETAIL
NOT TO SCALE



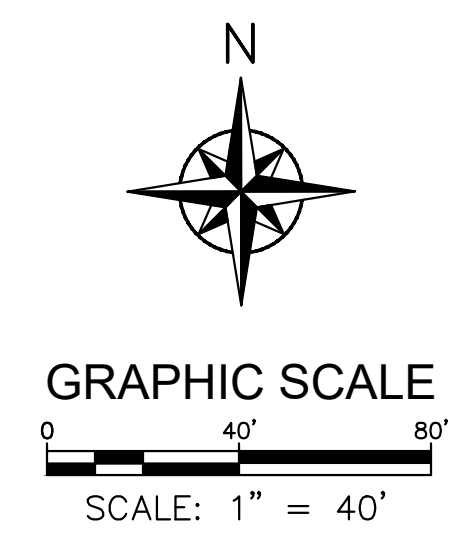
STA. 10+00 6TH AVE CONNECTION DETAIL
NOT TO SCALE

Underground Service Alert
of Southern California
Call: TOLL FREE
1-800-227-2600
TWO WORKING DAYS BEFORE YOU DIG

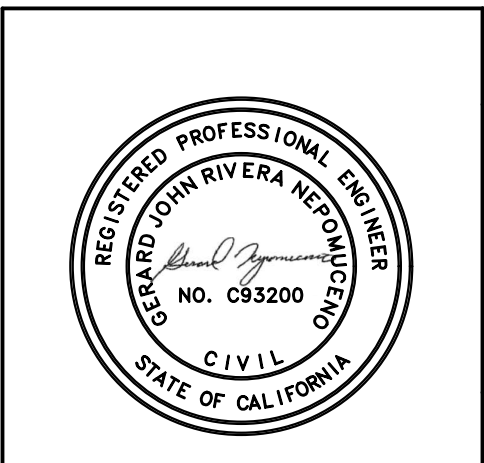
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LINE IS 2 INCHES AT FULL SIZE
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BENCHMARK				
NONE REFERENCED				
Letter	Description	Date	Initial	Initial
Revisions				

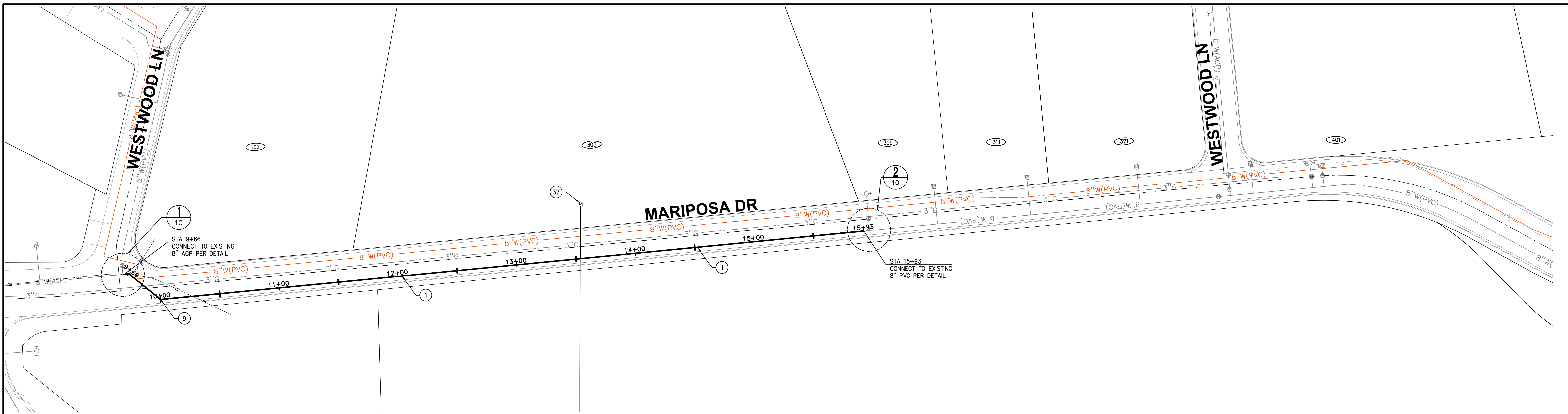


CITY OF REDLANDS
Municipal Utilities and Engineering Department

2025 CIP WATER PIPELINE REPLACEMENT PROJECT
PROJECT No. 501068
6TH AVE, OPAL AVE, MILL CREEK RD, AND WARD WAY

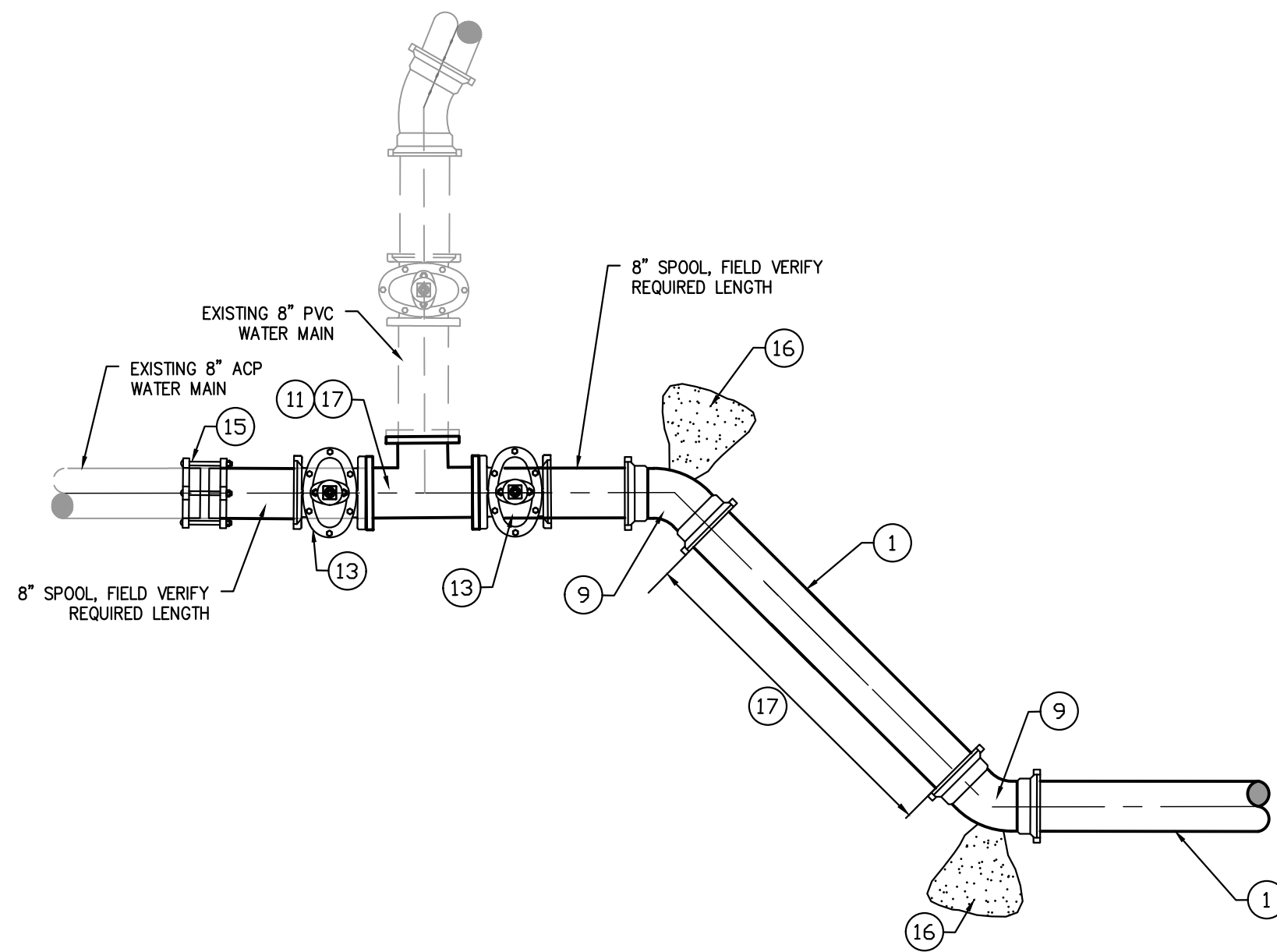
Designed by: EA Date: 11/2025	Reviewed By: <i>Gerard J. Nepomuceno</i> Date: 11/04/2025
Checked by: GKD Date: 11/2025	Approved By: <i>Gerard J. Nepomuceno</i> Date: 11/04/2025
Drawn by: EA Date: 11/2025	Gautam K. Dabey, City Engineer, R.C.E. 75646 Date: 11/04/2025
Checked by: GKD Date: 11/2025	Sheet 9 of 17 Scale: Horiz. AS SHOWN Vert. NONE

D-20562

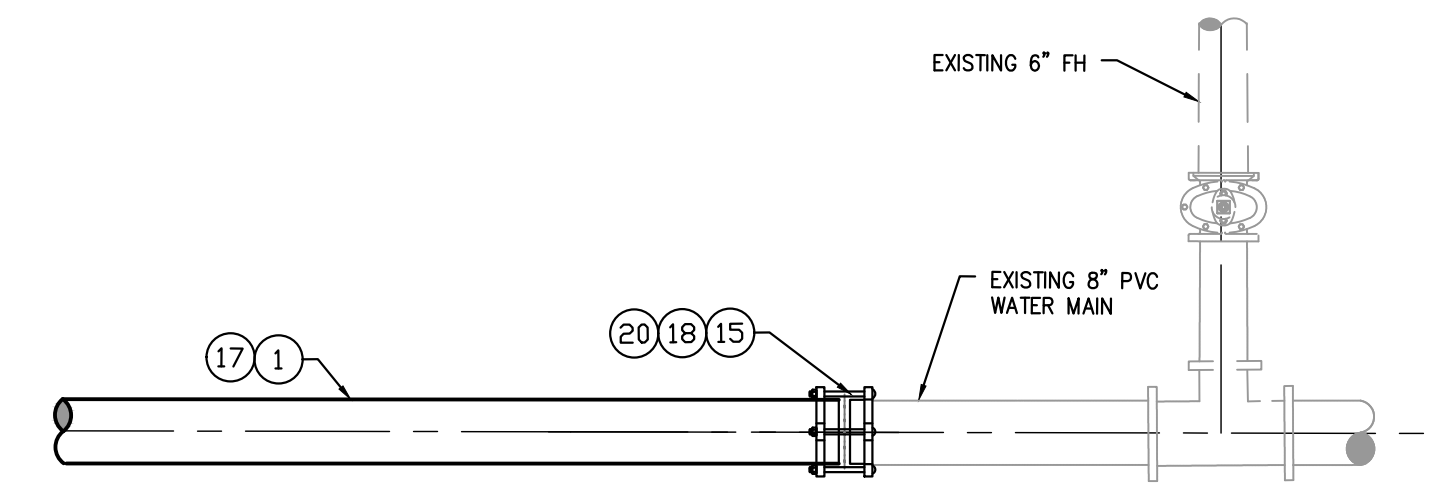


CONSTRUCTION NOTES

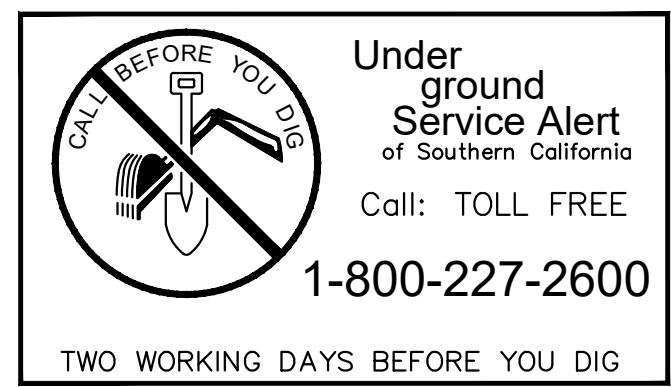
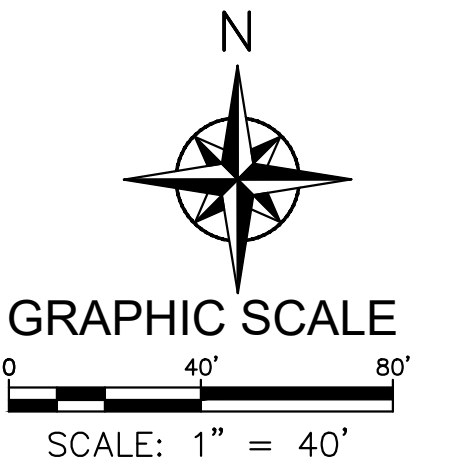
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- 19 IF EXISTING WATER LINE CONFLICTS WITH FH 6" RUN, INSTALL RUN AND RISER ONCE THE EXISTING LINE HAS BEEN ABANDONED AND REMOVED
- 20 CONTRACTOR TO FIELD VERIFY EXACT LOCATION OF EXISTING UTILITY
- 21 IF EXISTING UTILITY ELEVATION CONFLICTS WITH PROPOSED PIPELINE INSTALL DROP SECTION PER DETAIL 3, SHEET 3 OR INCREASE COVER TO PROVIDE MINIMUM SEPARATION
- 32 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 2" COPPER WATER SERVICE FROM NEW MAIN TO EXISTING METER PER DETAIL 4, SHEET 3



STA. 9+66 WESTWOOD LN
CONNECTION DETAIL
NOT TO SCALE



STA. 15+93 MARIPOSA DR
CONNECTION DETAIL
NOT TO SCALE



***** NOTE: *****
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***** NOTE: *****
NOTE: CONTRACTOR SHALL REPLACE ALL CONCRETE CROSS GUTTER REMOVED WITHIN THIS PROJECT FROM JOINT TO JOINT. CROSS GUTTER SHALL BE PER SPPWC STD. PLAN 122-2 WITH 6" OF CAB, CMB OR CLASS 2 BASE.

LINE IS 2 INCHES AT FULL SIZE IF NOT 2" - SCALE ACCORDINGLY

BENCHMARK					
NONE REFERENCED					
Letter	Description	Date	Initial	Initial	Initial
Revisions					

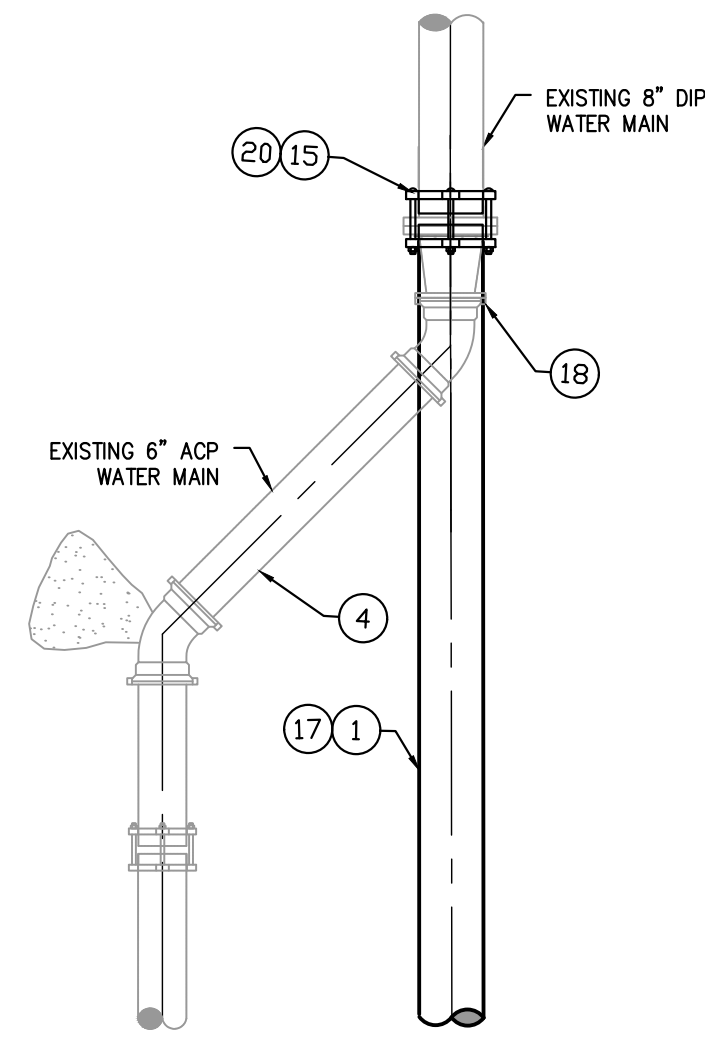
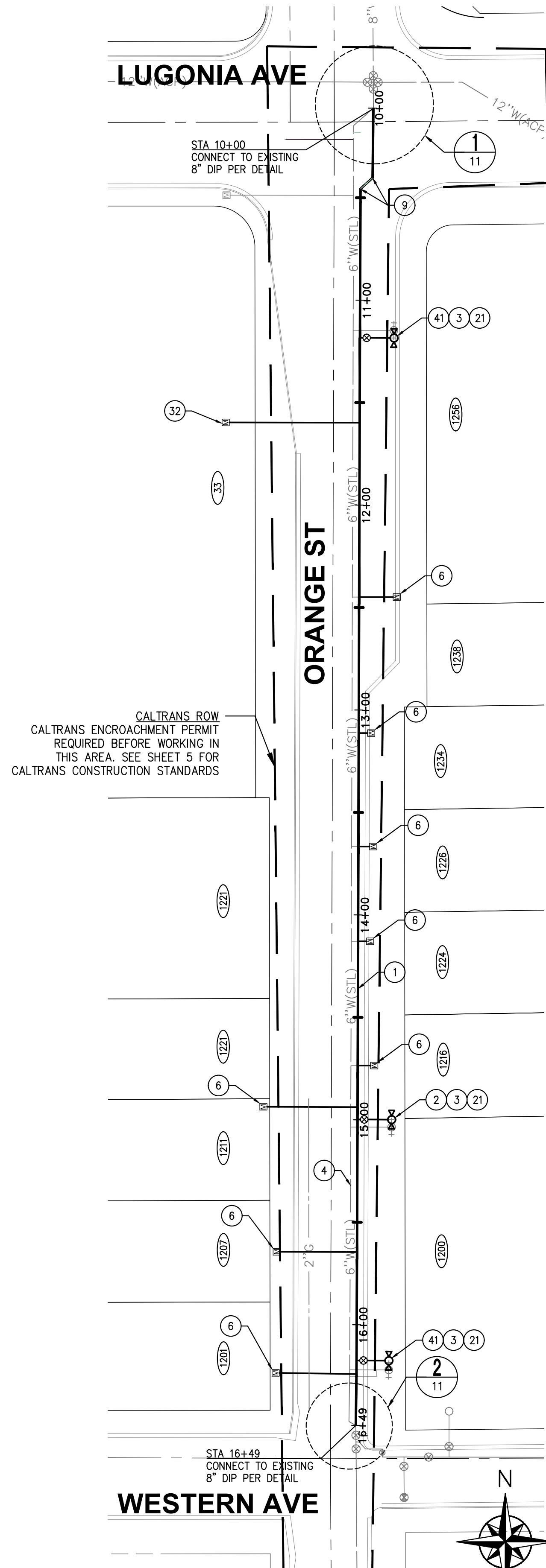
CITY OF REDLANDS
Municipal Utilities and Engineering Department

2025 CIP WATER PIPELINE REPLACEMENT PROJECT
PROJECT No. 501068

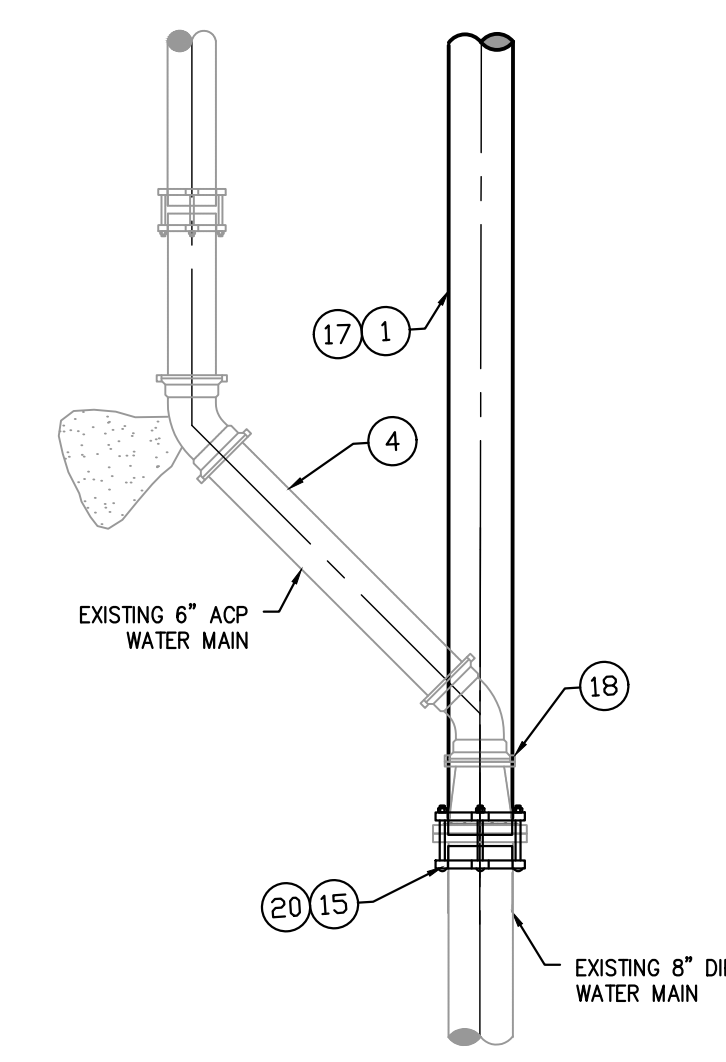
WESTWOOD LN AND MARIPOSA DR

D-20562

Designed by: EA	Reviewed By: <i>Gerard J. Nepomuceno</i>	Date: 11/2025	Date: 11/04/2025
Checked by: GKD	Approved By: <i>Gerard J. Nepomuceno</i>	Date: 11/2025	Date: 11/04/2025
Drawn by: EA	Gautam K. Dobey, City Engineer, R.C.E. 75646	Date: 11/2025	Date: 11/04/2025
Checked by: GKD	Scale: Horiz. AS SHOWN	Date: 11/2025	Vert. NONE



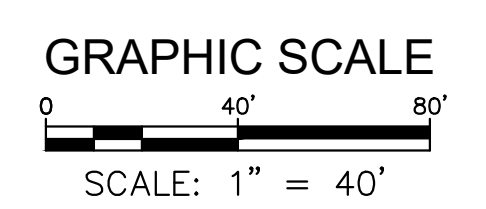
10+00 ORANGE ST CONNECTION DETAIL
NOT TO SCALE



16+49 ORANGE ST CONNECTION DETAIL
NOT TO SCALE

CONSTRUCTION NOTES

- 1 INSTALL 8-INCH DIP (CLASS 350) WITH FIELD LOCKS AND WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
- 2 INSTALL RESIDENTIAL FIRE HYDRANT WITH CHECK VALVE PER DETAIL 3, SHEET 4
- 3 REMOVE AND SALVAGE EXISTING FH/B.O. TO CITY YARD, ABANDON EXISTING VALVE, REMOVE RISER AND COVER, SAW-CUT PVM'T, AND FILL RISER WITH BASE PER DETAIL 1, SHEET 3
- 4 ABANDON EXISTING WATER MAIN IN PLACE
- 5 ABANDON EXISTING VALVE ON ABANDONED WATER MAIN PER DETAIL 1, SHEET 3
- 6 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 1" COPPER WATER SERVICE FROM NEW MAIN TO EXISTING METER PER DETAIL 4, SHEET 3
- 9 INSTALL 45° BEND WITH RESTRAINED JOINTS - PIPE SIZE AS NOTED
- 11 INSTALL FLANGED TEE WITH RESTRAINED JOINTS - SIZE AS NOTED
- 13 INSTALL 8" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- 15 INSTALL RESTRAINED COUPLING PER LEGEND, SHEET 2 - MATCH PIPE SIZES
- 16 CONSTRUCT THRUST BLOCK PER "TYPICAL THRUST BLOCK DETAIL" ON SHEET 3
- 17 RESTRAIN ALL JOINTS (OR LENGTH AS NOTED)
- 18 REMOVE INTERFERING PORTION OF EXISTING PIPE AND APPURTENANCES (PLUG PER SPECIFICATIONS IF TO BE ABANDONED)
- 19 IF EXISTING WATER LINE CONFLICTS WITH FH 6" RUN, INSTALL RUN AND RISER ONCE THE EXISTING LINE HAS BEEN ABANDONED AND REMOVED
- 20 CONTRACTOR TO FIELD VERIFY EXACT LOCATION OF EXISTING UTILITY
- 21 IF EXISTING UTILITY ELEVATION CONFLICTS WITH PROPOSED PIPELINE INSTALL DROP SECTION PER DETAIL 3, SHEET 3 OR INCREASE COVER TO PROVIDE MINIMUM SEPARATION
- 23 INSTALL REDUCER WITH RESTRAINED JOINTS - MATCH PIPE SIZES
- 24 INSTALL 12" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- 25 INSTALL BLIND FLANGE - FITTING SIZE
- 26 INSTALL 2" AIR AND VACUUM VALVE ASSEMBLY PER DETAIL 6 ON SHEET 4
- 27 INSTALL FIRE HYDRANT WITH BLOWOFF PER DETAIL 2, SHEET 3
- 32 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 2" COPPER WATER SERVICE FROM NEW MAIN TO EXISTING METER PER DETAIL 4, SHEET 3
- 33 CONNECT TO EXISTING 6" FIRE SERVICE PER DETAIL 2, SHEET 4.
- 39 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 4" DIP WATER SERVICE FROM NEW MAIN TO EXISTING METER PER PER CITY OF REDLANDS STD. DWG. A-20521
- 40 CONSTRUCT UP TO 120 ± LF 1-INCH SCH 80 PVC PIPE TO RELOCATE AND RESTORE CUSTOMER WATER SERVICE. WORK SHALL INCLUDE A PROPERTY AND PLUMBING ASSESSMENT, ALL TRENCHING, CORING AND TUNNELING AS REQUIRED TO RECONNECT SERVICE PIPING.
- 41 INSTALL COMMERCIAL FIRE HYDRANT WITH CHECK VALVE PER DETAIL 3, SHEET 4



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of Southern California
Call: TOLL FREE
1-800-227-2600
TWO WORKING DAYS BEFORE YOU DIG

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BENCHMARK				
Letter	Description	Date	Initial	Initial
NONE REFERENCED				
Revisions				



CITY OF REDLANDS
Municipal Utilities and Engineering Department

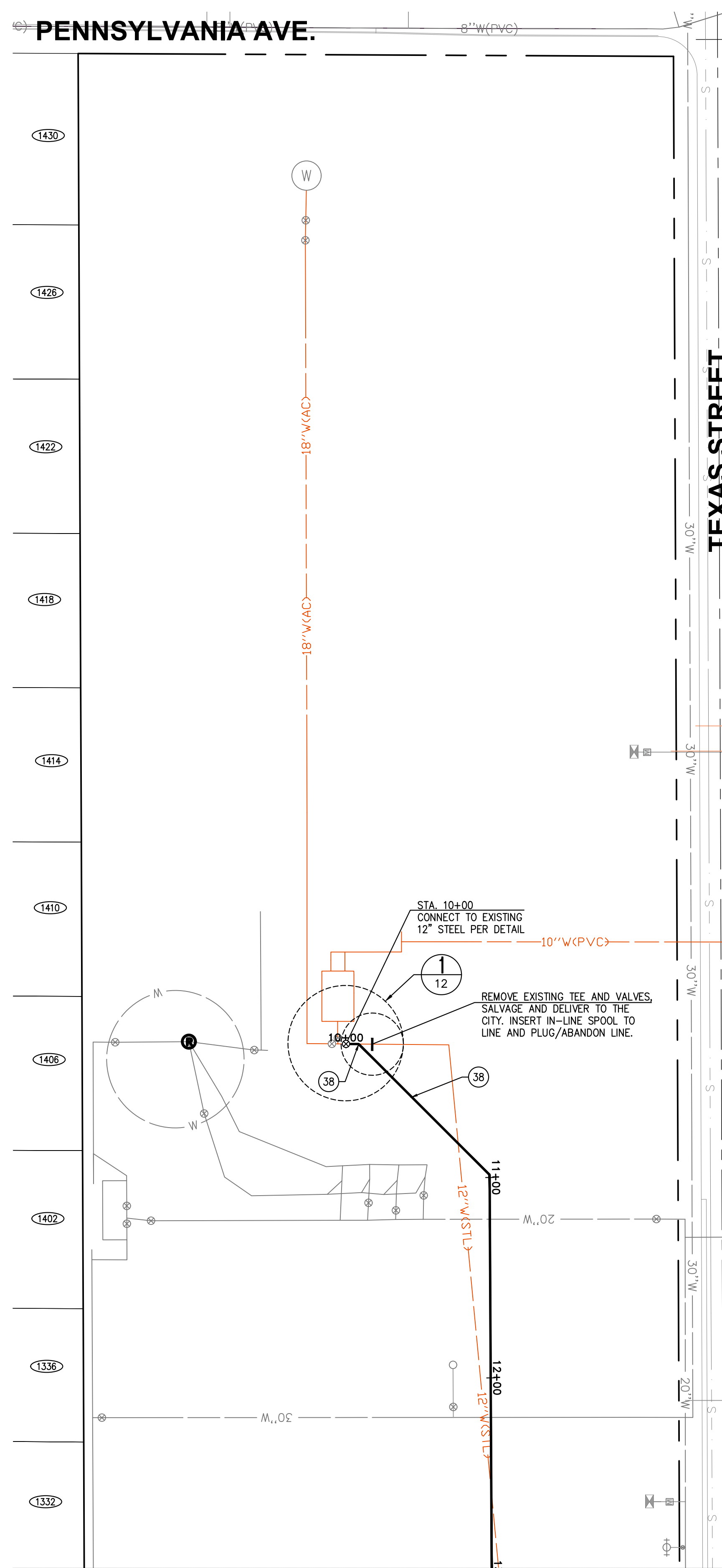
2025 CIP WATER PIPELINE REPLACEMENT PROJECT
PROJECT No. 501068
BROOKSIDE AVE, PARKWOOD DR, ORANGE ST, AND LUGONIA AVE

Designed by: EA
Date: 11/2025
Checked by: GKD
Date: 11/2025
Drawn by: EA
Date: 11/2025
Checked by: GKD
Date: 11/2025

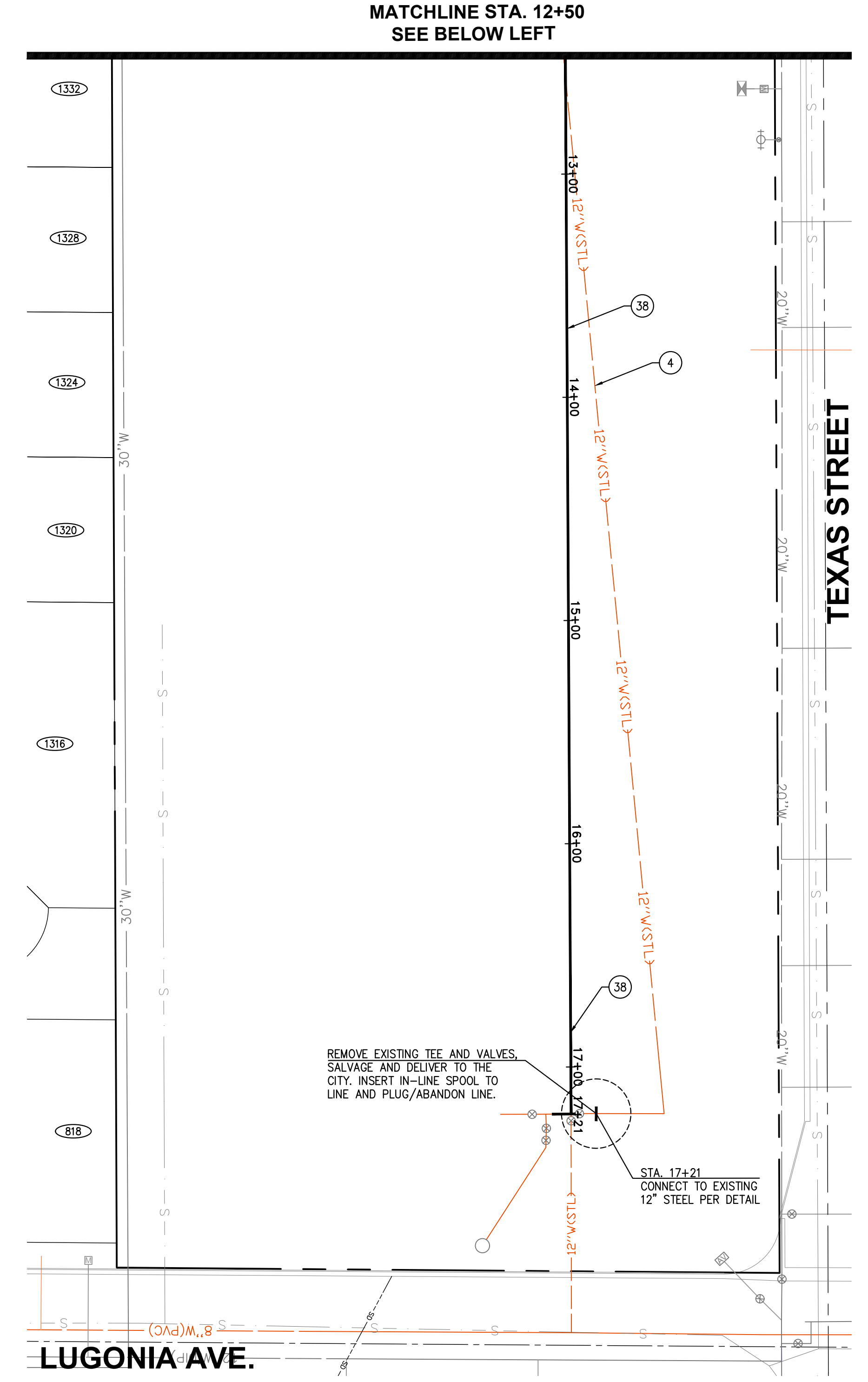
Reviewed By: Gerard J. Nepomuceno, Civil Engineer, R.C.E. 93200
Date: 11/04/2025
Approved By: Gautam K. Dabey, City Engineer, R.C.E. 75646
Date: 11/04/2025

Sheet 11 of 17
Scale: Horiz. AS SHOWN
Vert. NONE

D-20562

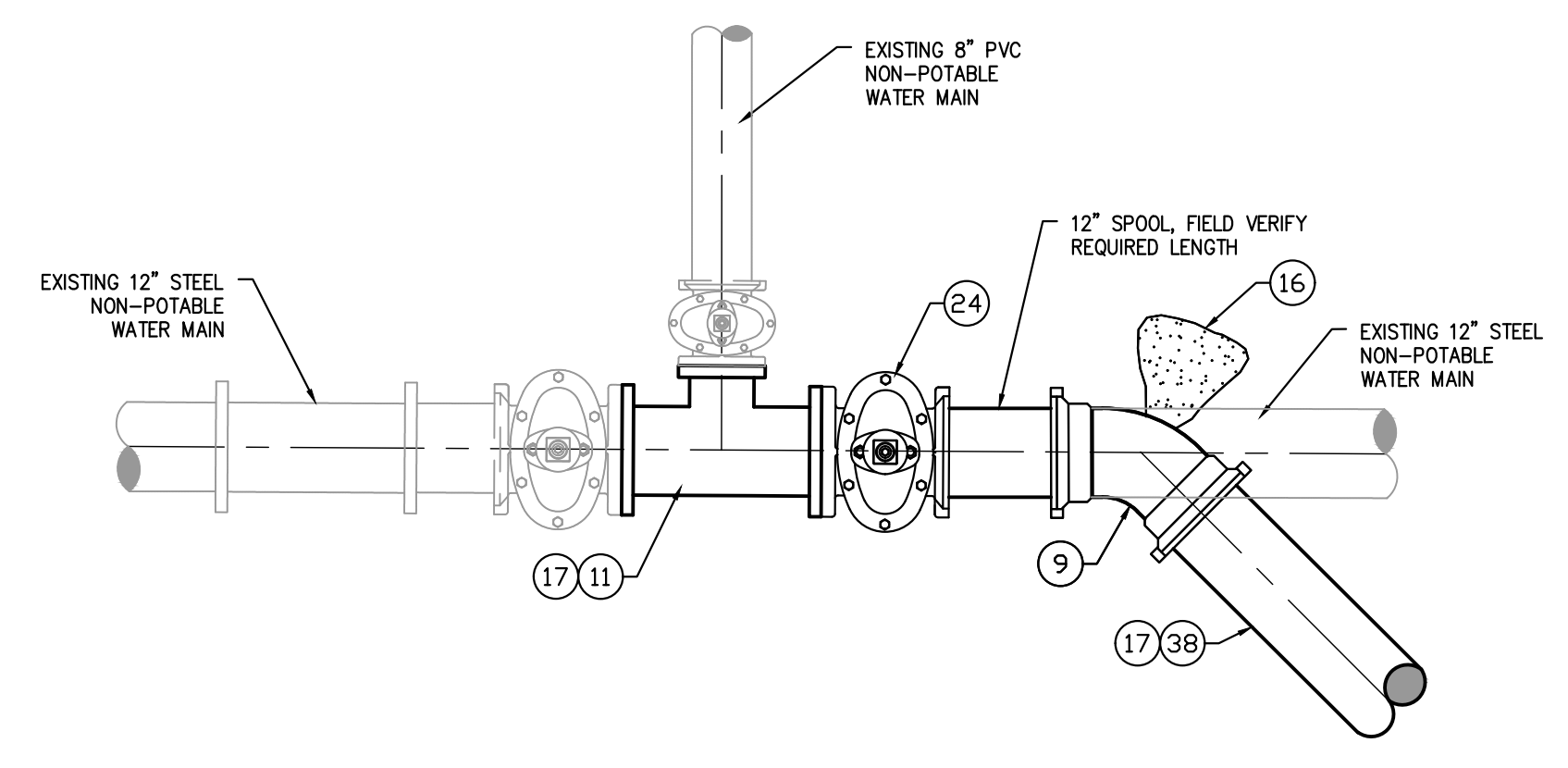


MATCHLINE STA. 12+50
SEE ABOVE RIGHT



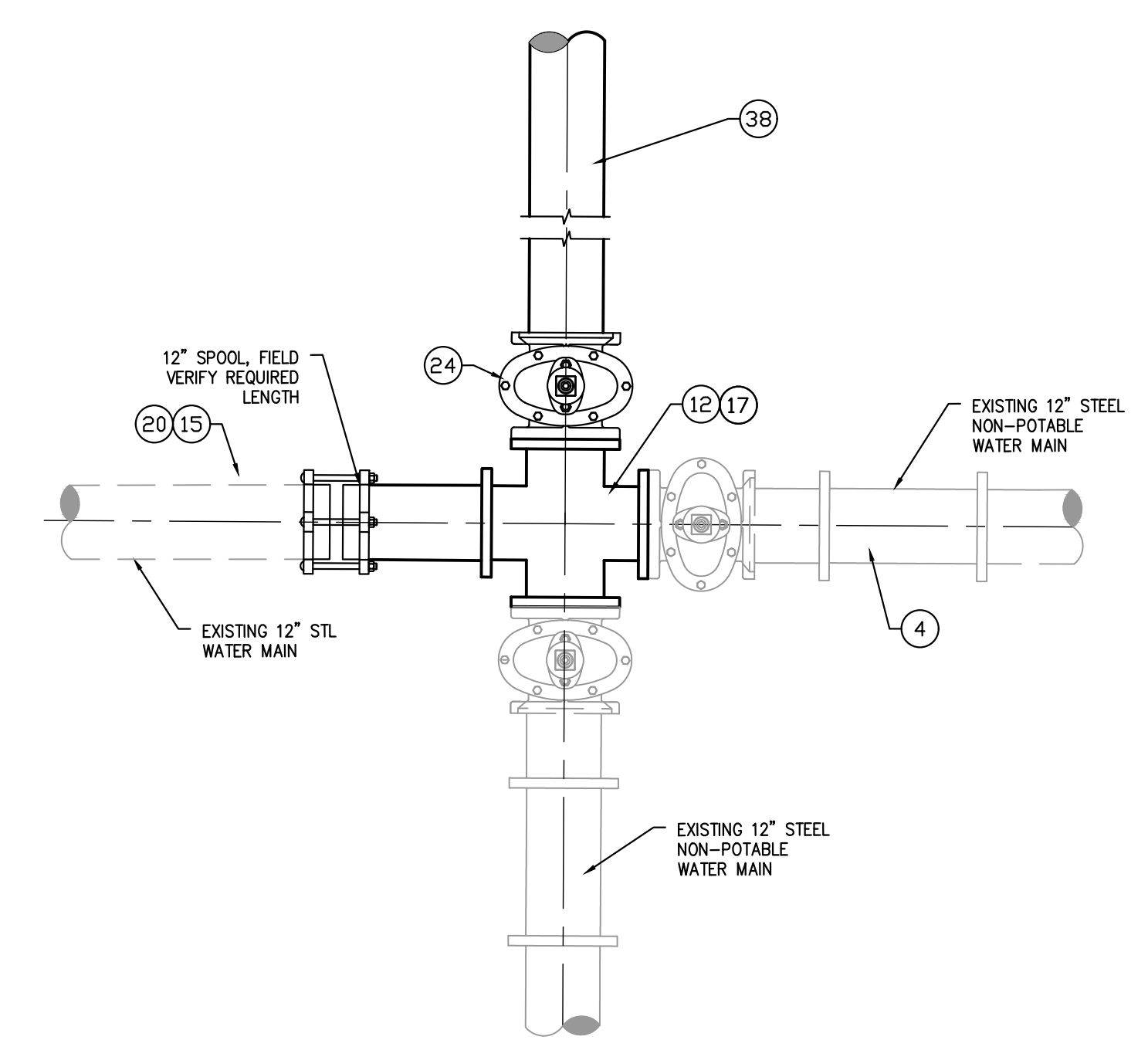
MATCHLINE STA. 12+50
SEE BELOW LEFT

LUGONIA AVE.



LUGONIA AVENUE AND TEXAS STREET
NORTH CONNECTION DETAIL
NOT TO SCALE

1
12



LUGONIA AVENUE AND TEXAS STREET
SOUTH CONNECTION DETAIL
NOT TO SCALE

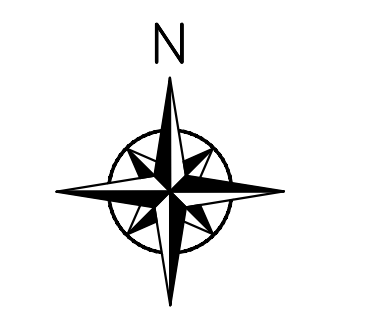
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12

CONSTRUCTION NOTES

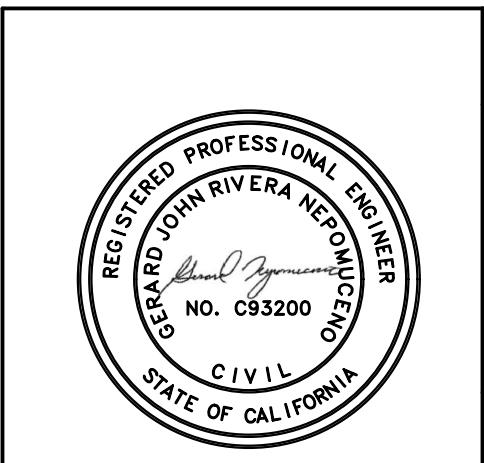
- 4 ABANDON EXISTING WATER MAIN IN PLACE
- 9 INSTALL 45' BEND WITH RESTRAINED JOINTS - PIPE SIZE AS NOTED
- 11 INSTALL FLANGED TEE WITH RESTRAINED JOINTS - SIZE AS NOTED
- 12 INSTALL FLANGED CROSS - SIZE AS NOTED
- 13 INSTALL 8" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- 15 INSTALL RESTRAINED COUPLING PER LEGEND, SHEET 2 - MATCH PIPE SIZES
- 16 CONSTRUCT THRUST BLOCK PER "TYPICAL THRUST BLOCK DETAIL" ON SHEET 3
- 17 RESTRAIN ALL JOINTS (OR LENGTH AS NOTED)
- 18 REMOVE INTERFERING PORTION OF EXISTING PIPE AND APPURTENANCES (PLUG PER SPECIFICATIONS IF TO BE ABANDONED)
- 20 CONTRACTOR TO FIELD VERIFY EXACT LOCATION OF EXISTING UTILITY
- 21 IF EXISTING UTILITY ELEVATION CONFLICTS WITH PROPOSED PIPELINE INSTALL DROP SECTION PER DETAIL 3, SHEET 3 OR INCREASE COVER TO PROVIDE MINIMUM SEPARATION
- 24 INSTALL 12" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- 38 INSTALL 12" NON-POTABLE PIPE, AWWA C-151 DIP (CLASS 350) WITH PURPLE POLYETHYLENE WRAP

***** NOTE: *****
NOTE: CONTRACTOR SHALL REPLACE ALL CONCRETE CROSS GUTTER REMOVED WITHIN THIS PROJECT FROM JOINT TO JOINT. CROSS GUTTER SHALL BE PER SPPWC STD. PLAN 122-2 WITH 6" OF CAB, CMB OR CLASS 2 BASE.

LINE IS 2 INCHES
AT FULL SIZE
IF NOT 2" - SCALE ACCORDINGLY



GRAPHIC SCALE
SCALE: 1" = 40'



CITY OF REDLANDS
Municipal Utilities and Engineering Department
2025 CIP WATER PIPELINE REPLACEMENT PROJECT
PROJECT No. 501068
TEXAS ST, LUGONIA AVE, AND PENNSYLVANIA AVE

Designed by: EA	Reviewed By: Gerard J. Nepomuceno	Date: 11/04/2025
Checked by: GKD	Approved By: Gautam K. Dobey	Date: 11/04/2025
Date: 11/2025	Gautam K. Dobey, City Engineer, R.C.E. 75646	Date: 11/04/2025
Drawn by: EA	Scale: Horiz. AS SHOWN	Vert. NONE
Date: 11/2025	Sheet 12 of 17	Sheets
Checked by: GKD		
Date: 11/2025		

BENCHMARK			
NONE REFERENCED			
Letter	Description	Date	Initial

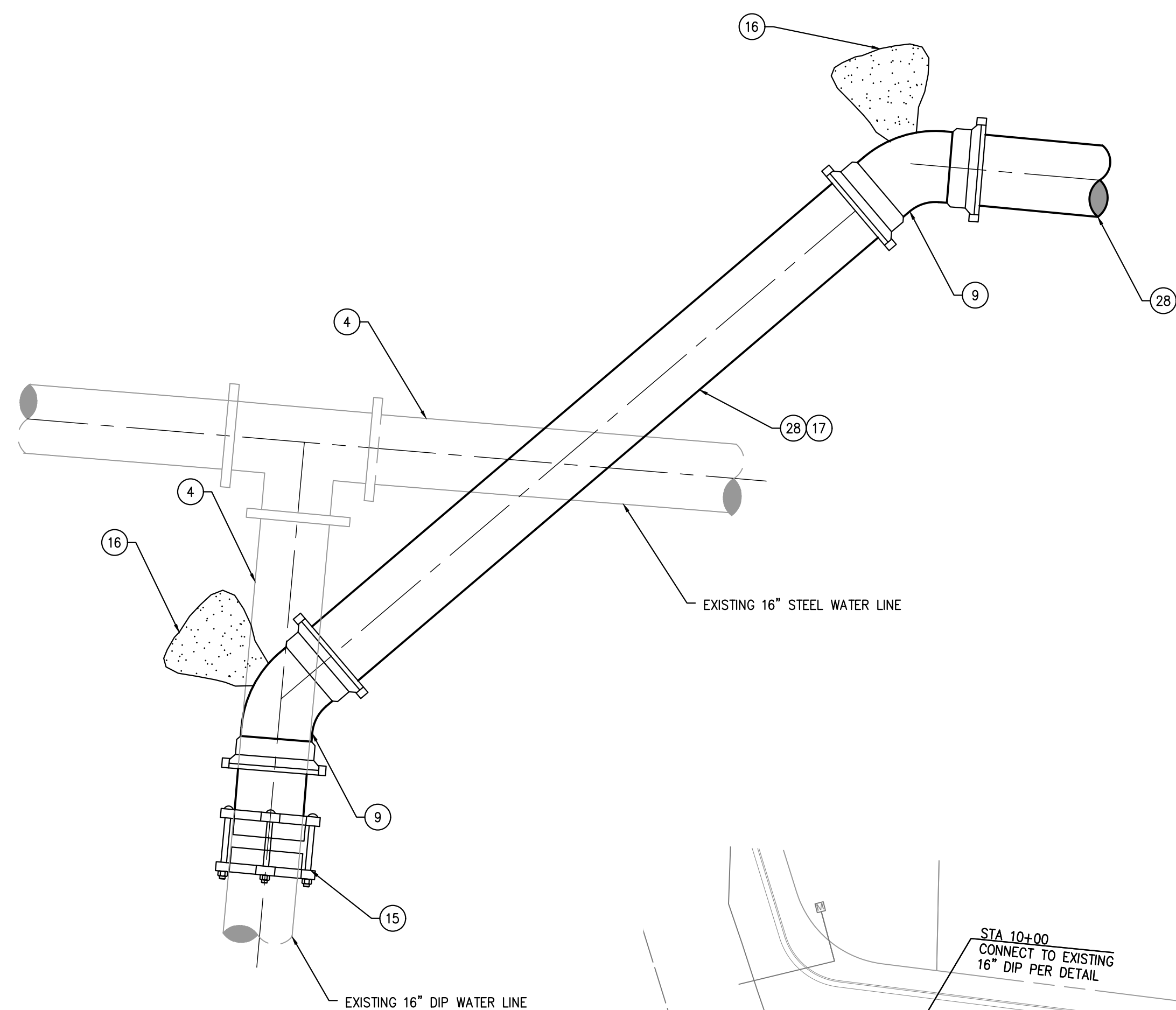
Revisions			
Letter	Description	Date	Initial

Underground Service Alert
of Southern California
Call: TOLL FREE
1-800-227-2600
TWO WORKING DAYS BEFORE YOU DIG

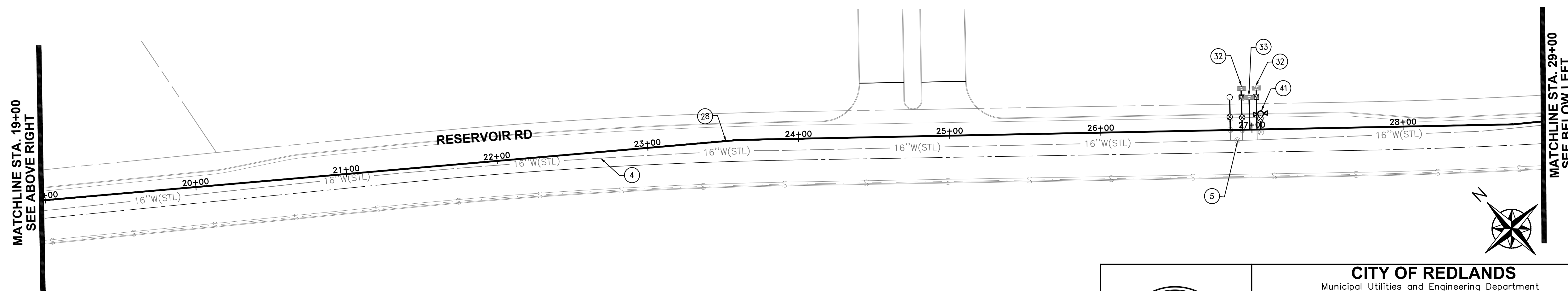
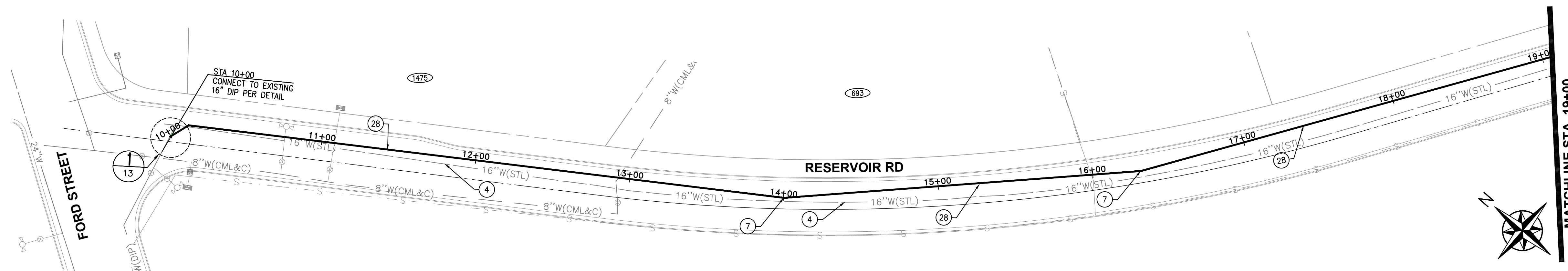
***** NOTE: *****
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CONSTRUCTION NOTES

- ① INSTALL 8-INCH DIP (CLASS 350) WITH FIELD LOCKS AND WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
- ④ ABANDON EXISTING WATER MAIN IN PLACE
- ⑥ ABANDON EXISTING SERVICE AND REPLACE WITH NEW 1" COPPER WATER SERVICE FROM NEW MAIN TO EXISTING METER PER DETAIL 4, SHEET 3
- ⑧ INSTALL 22.5° BEND WITH RESTRAINED JOINTS - PIPE SIZE AS NOTED
- ⑨ INSTALL 45° BEND WITH RESTRAINED JOINTS - PIPE SIZE AS NOTED
- ⑪ INSTALL FLANGED TEE WITH RESTRAINED JOINTS - SIZE AS NOTED
- ⑬ INSTALL 8" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- ⑮ INSTALL RESTRAINED COUPLING PER LEGEND, SHEET 2 - MATCH PIPE SIZES
- ⑯ CONSTRUCT THRUST BLOCK PER "TYPICAL THRUST BLOCK DETAIL" ON SHEET 3
- ⑰ RESTRAIN ALL JOINTS (OR LENGTH AS NOTED)
- ⑱ REMOVE INTERFERING PORTION OF EXISTING PIPE AND APPURTENANCES (PLUG PER SPECIFICATIONS IF TO BE ABANDONED)
- ⑳ CONTRACTOR TO FIELD VERIFY EXACT LOCATION OF EXISTING UTILITY
- ㉑ IF EXISTING UTILITY ELEVATION CONFLICTS WITH PROPOSED PIPELINE INSTALL DROP SECTION PER DETAIL 3, SHEET 3 OR INCREASE COVER TO PROVIDE MINIMUM SEPARATION
- ㉒ INSTALL 16" DIP (CLASS 350) WITH WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
- ㉓ INSTALL 16" BUTTERFLY VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- ㉔ ABANDON EXISTING SERVICE AND REPLACE WITH NEW 2" COPPER WATER SERVICE FROM NEW MAIN TO EXISTING METER PER DETAIL 4, SHEET 3
- ㉕ CONNECT TO EXISTING 6" FIRE SERVICE PER DETAIL 2, SHEET 4.
- ㉖ ABANDON EXISTING SERVICE AND REPLACE WITH NEW 4" DIP WATER SERVICE FROM NEW MAIN TO EXISTING METER PER CITY OF REDLANDS STD. DWG. A-20521
- ㉗ INSTALL COMMERCIAL FIRE HYDRANT WITH CHECK VALVE PER DETAIL 3, SHEET 4



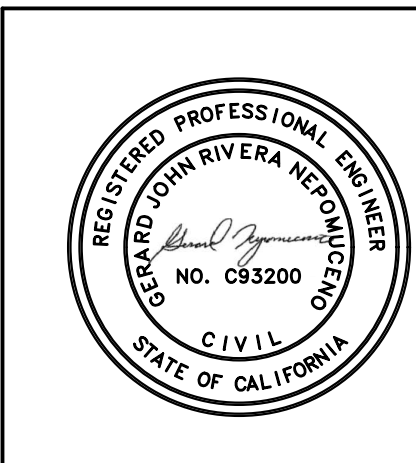
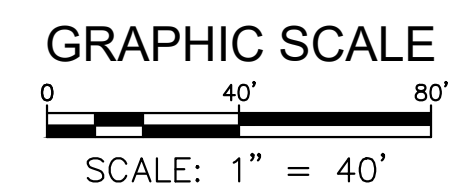
STA. 10+00 RESERVOIR RD CONNECTION DETAIL
NOT TO SCALE



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LINE IS 2 INCHES AT FULL SIZE IF NOT 2" - SCALE ACCORDINGLY



CITY OF REDLANDS
Municipal Utilities and Engineering Department

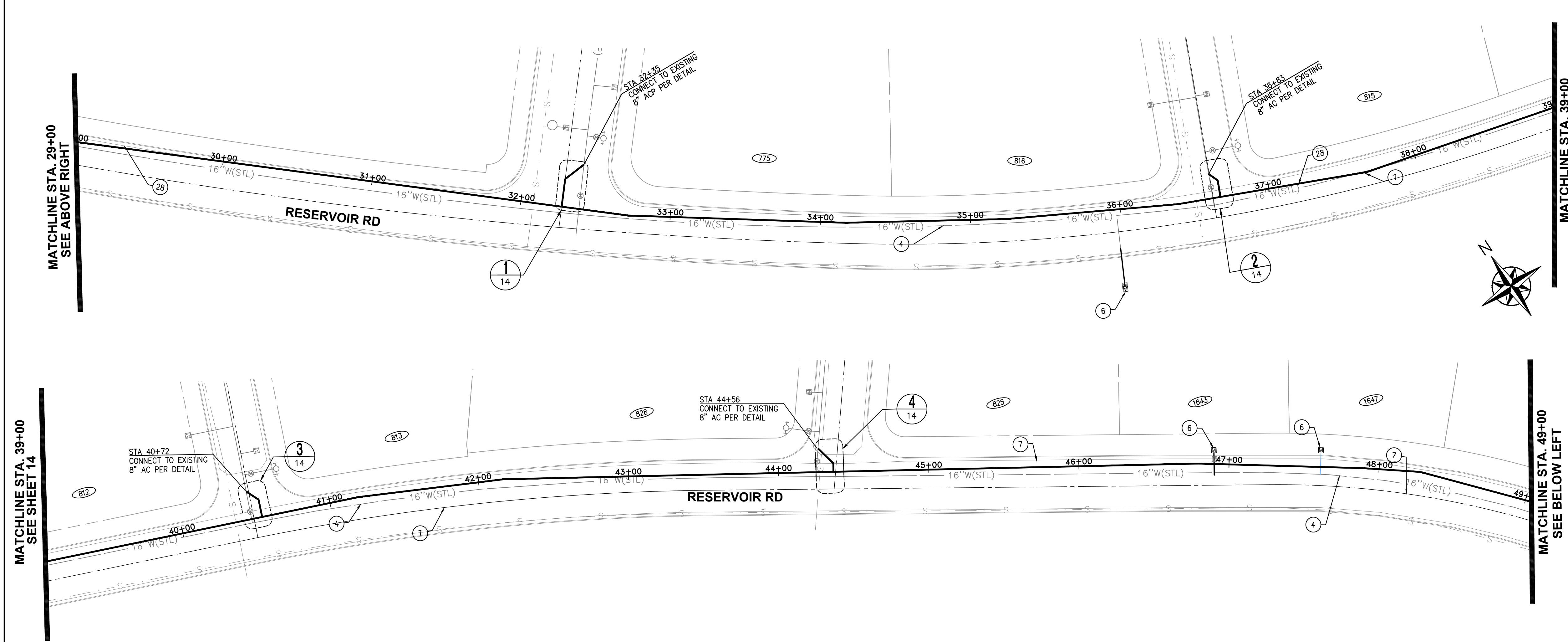
2025 CIP WATER PIPELINE REPLACEMENT PROJECT
PROJECT No. 501068

FORD ST AND RESERVOIR RD

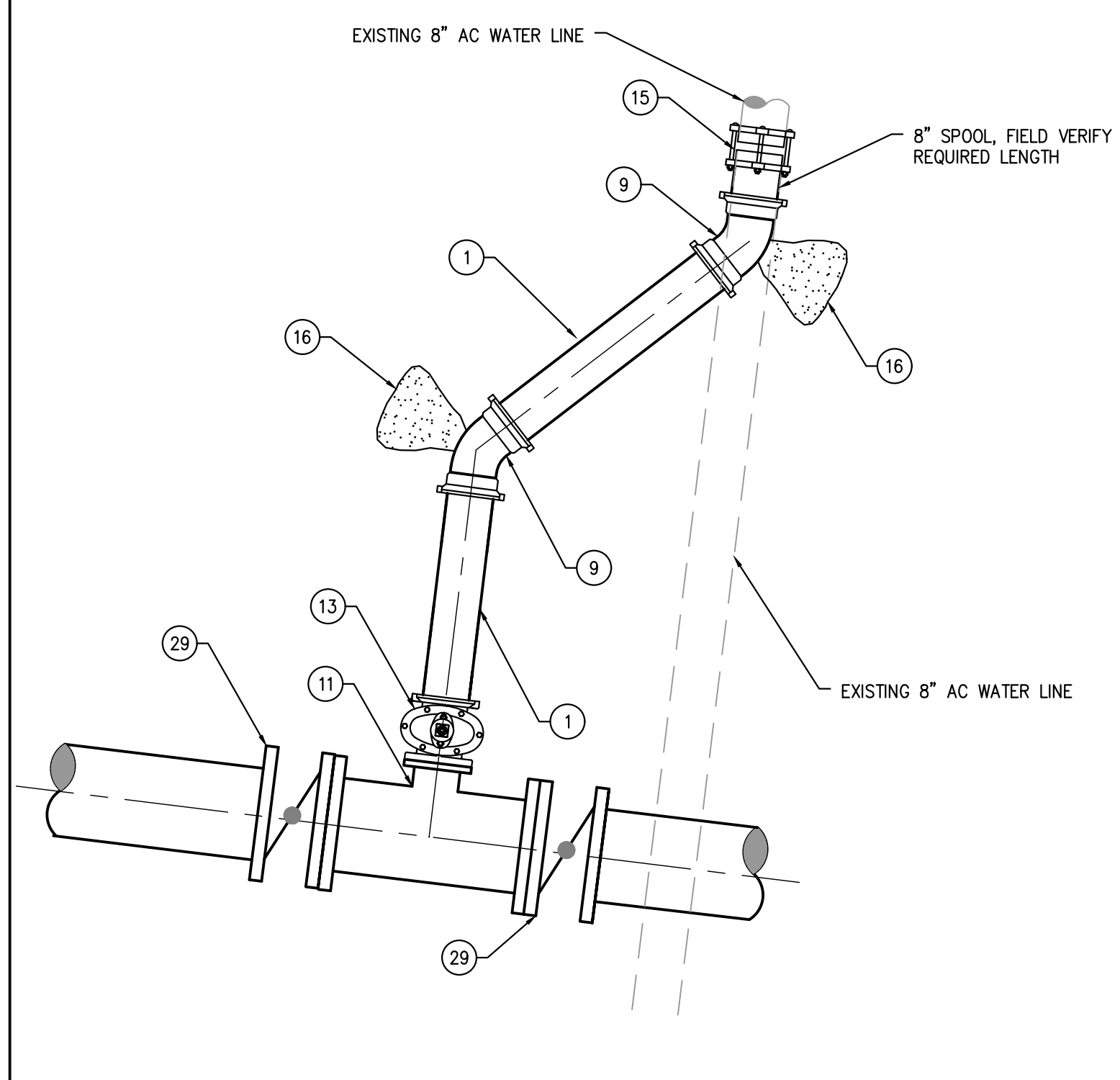
Designed by: EA	Reviewed By: <i>Gerard J. Nepomuceno</i>	11/04/2025
Date: 11/2025	Gerard J. Nepomuceno, Civil Engineer, R.C.E. 93200	Date
Checked by: GKD	Approved By: <i>Gerard J. Nepomuceno</i>	11/04/2025
Date: 11/2025	Gautam K. Dabey, City Engineer, R.C.E. 75646	Date
Drawn by: EA	Sheet 13 of 17	Sheets
Date: 11/2025	Scale: Horiz. AS SHOWN	Vert. NONE
Checked by: GKD		
Date: 11/2025		

BENCHMARK					
Letter	Description	Date	Initial	Initial	Initial
NONE REFERENCED					
Revisions					

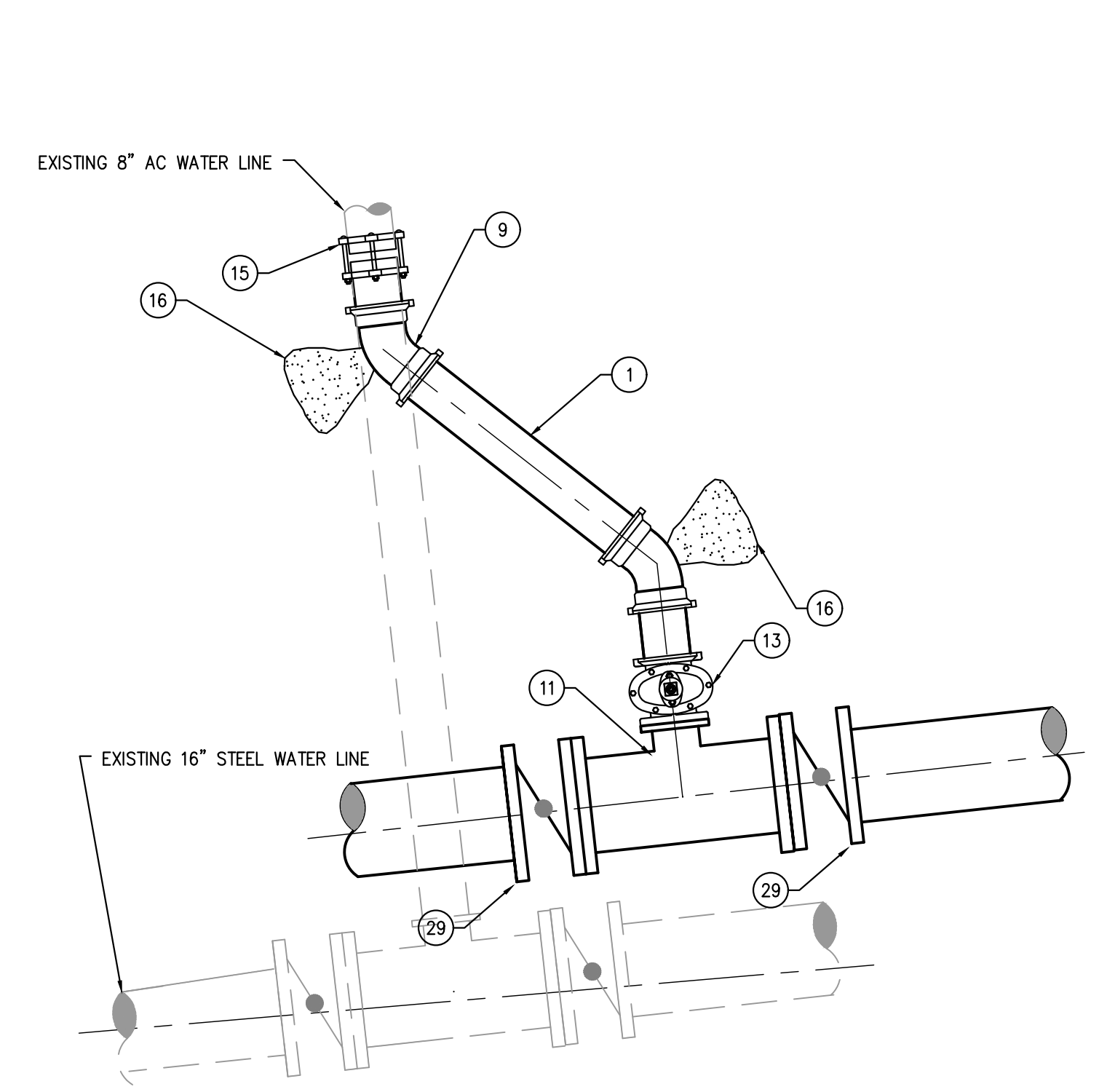
D-20562



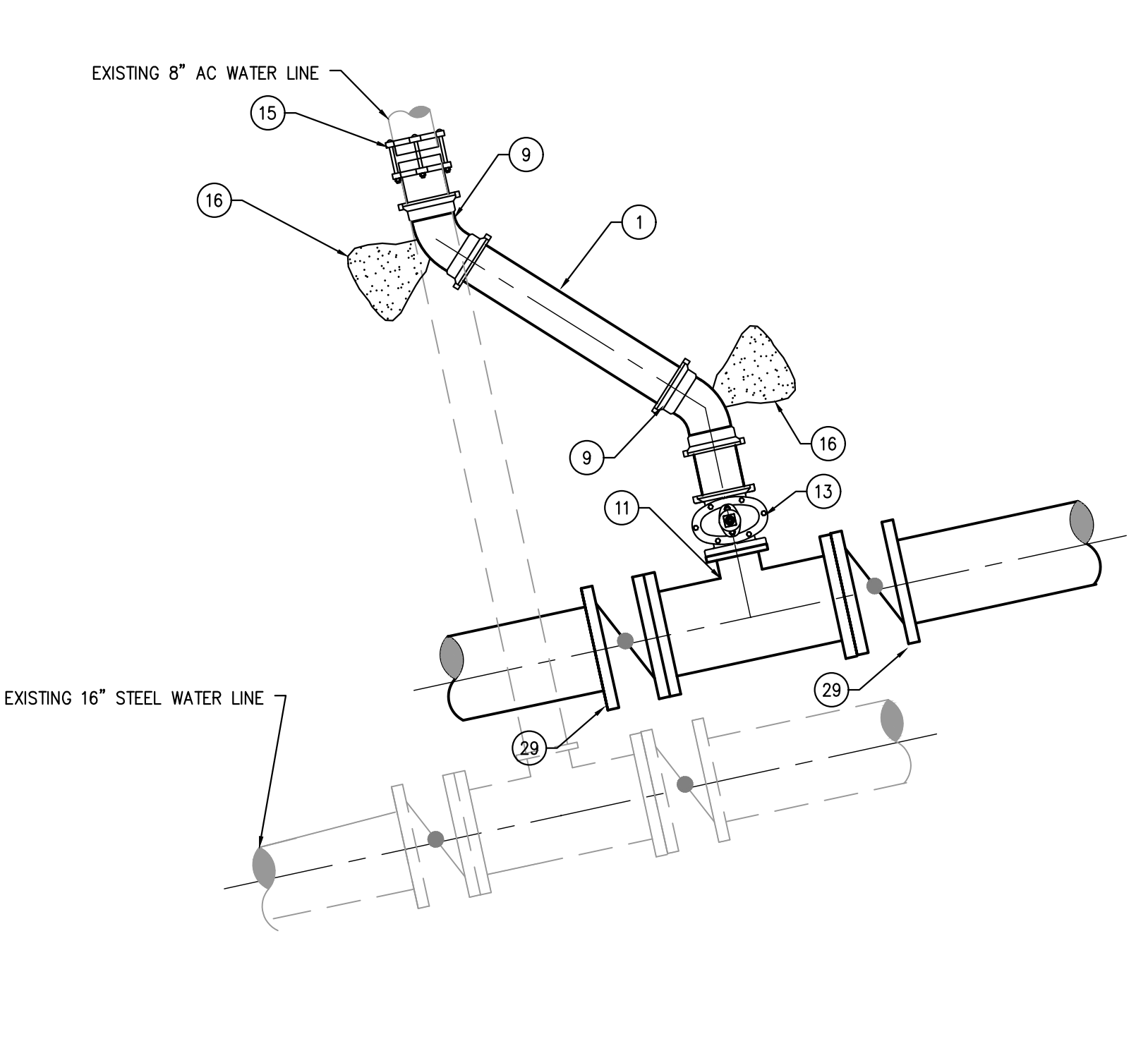
- ### CONSTRUCTION NOTES
- 1 INSTALL 8-INCH DIP (CLASS 350) WITH FIELD LOCKS AND WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
 - 4 ABANDON EXISTING WATER MAIN IN PLACE
 - 6 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 1" COPPER WATER SERVICE FROM NEW MAIN TO EXISTING METER PER DETAIL 4, SHEET 3
 - 8 INSTALL 22.5' BEND WITH RESTRAINED JOINTS - PIPE SIZE AS NOTED
 - 9 INSTALL 45' BEND WITH RESTRAINED JOINTS - PIPE SIZE AS NOTED
 - 11 INSTALL FLANGED TEE WITH RESTRAINED JOINTS - SIZE AS NOTED
 - 13 INSTALL 8" GATE VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
 - 15 INSTALL RESTRAINED COUPLING PER LEGEND, SHEET 2 - MATCH PIPE SIZES
 - 16 CONSTRUCT THRUST BLOCK PER "TYPICAL THRUST BLOCK DETAIL" ON SHEET 3
 - 17 RESTRAIN ALL JOINTS (OR LENGTH AS NOTED)
 - 18 REMOVE INTERFERING PORTION OF EXISTING PIPE AND APPURTENANCES (PLUG PER SPECIFICATIONS IF TO BE ABANDONED)
 - 20 CONTRACTOR TO FIELD VERIFY EXACT LOCATION OF EXISTING UTILITY
 - 21 IF EXISTING UTILITY ELEVATION CONFLICTS WITH PROPOSED PIPELINE INSTALL DROP SECTION PER DETAIL 3, SHEET 3 OR INCREASE COVER TO PROVIDE MINIMUM SEPARATION
 - 28 INSTALL 16" DIP (CLASS 350) WITH WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
 - 29 INSTALL 16" BUTTERFLY VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
 - 32 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 2" COPPER WATER SERVICE FROM NEW MAIN TO EXISTING METER PER DETAIL 4, SHEET 3
 - 33 CONNECT TO EXISTING 6" FIRE SERVICE PER DETAIL 2, SHEET 4.
 - 39 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 4" DIP WATER SERVICE FROM NEW MAIN TO EXISTING METER PER CITY OF REDLANDS STD. DWG. A-20521
 - 41 INSTALL COMMERCIAL FIRE HYDRANT WITH CHECK VALVE PER DETAIL 3, SHEET 4



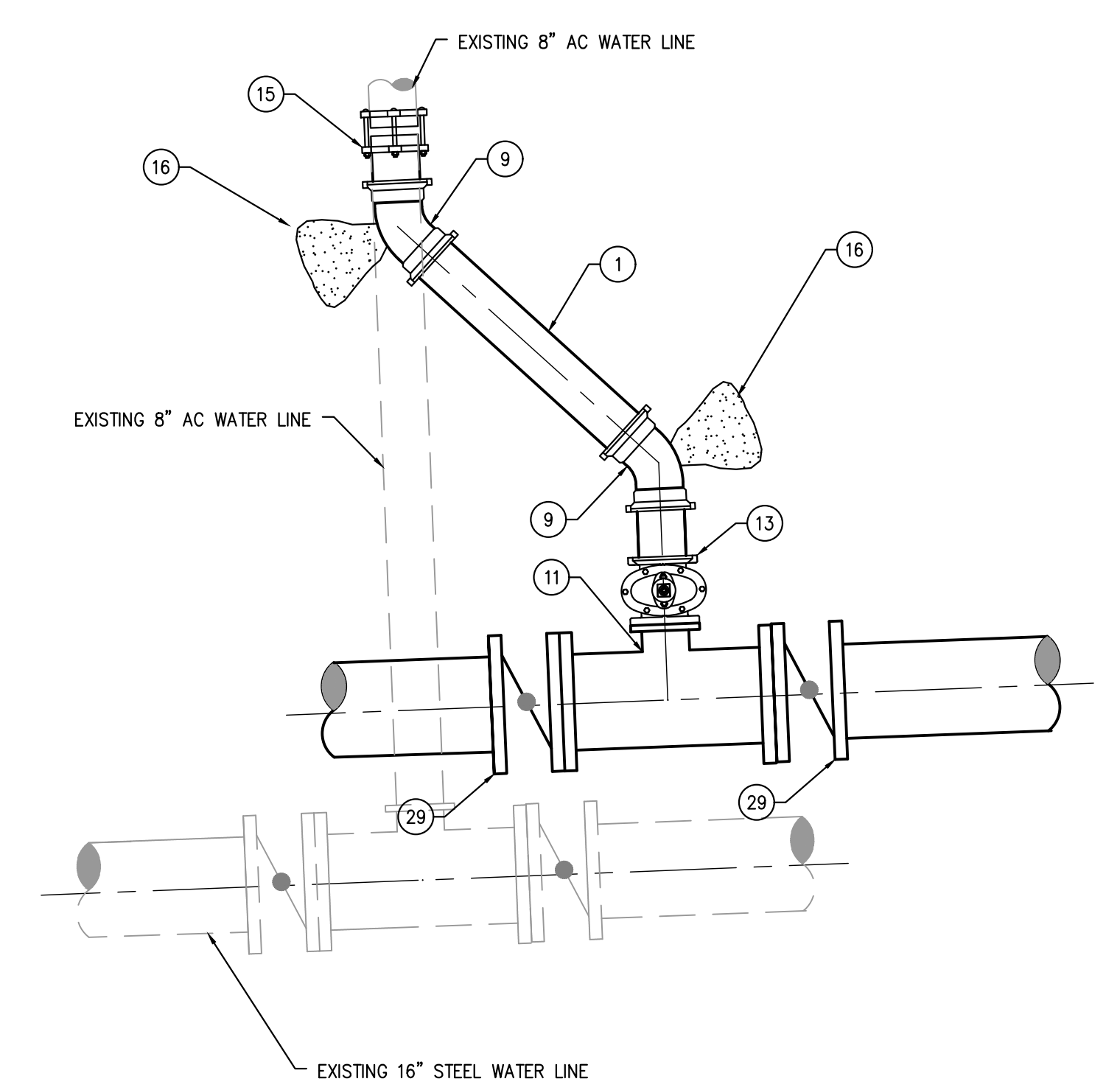
STA. 32+35 RESERVOIR RD 1
CONNECTION DETAIL
 NOT TO SCALE



STA. 36+83 RESERVOIR RD 2
CONNECTION DETAIL
 NOT TO SCALE



STA. 40+72 RESERVOIR RD 3
CONNECTION DETAIL
 NOT TO SCALE



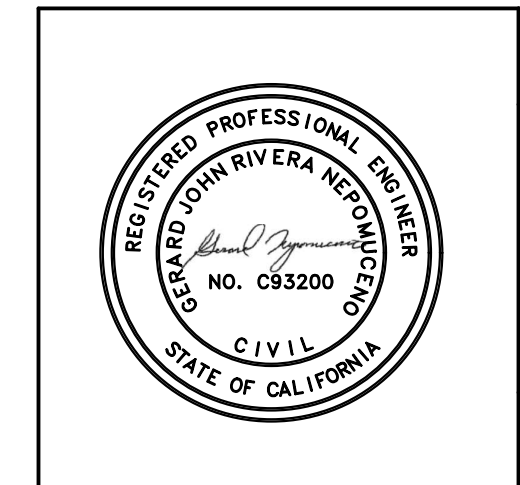
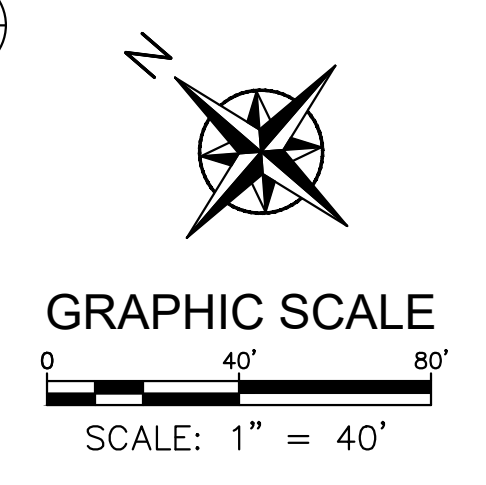
STA. 44+56 RESERVOIR RD 4
CONNECTION DETAIL
 NOT TO SCALE

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 of Southern California
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1-800-227-2600
 TWO WORKING DAYS BEFORE YOU DIG

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CITY OF REDLANDS
 Municipal Utilities and Engineering Department

2025 CIP WATER PIPELINE REPLACEMENT PROJECT
PROJECT No. 501068

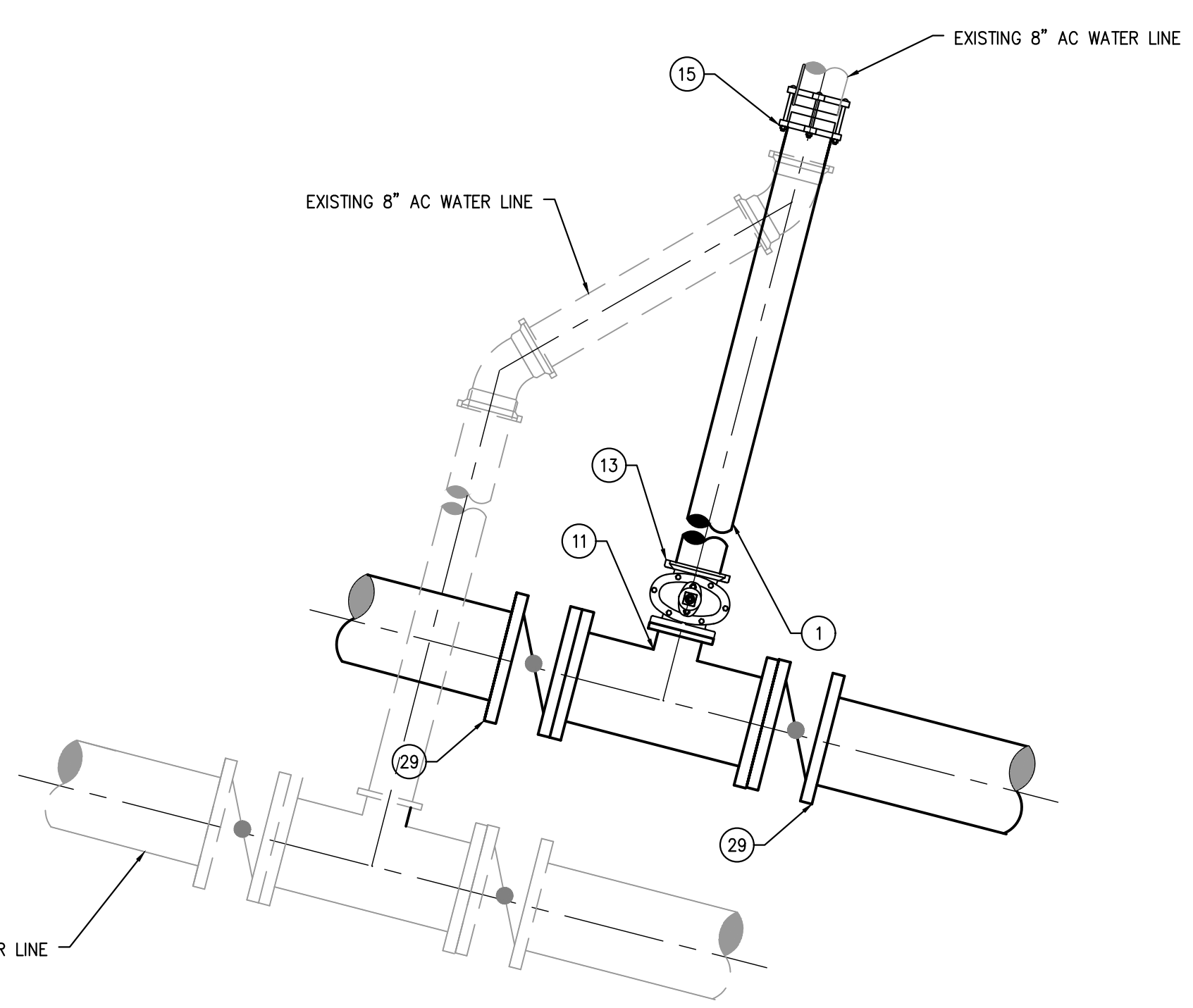
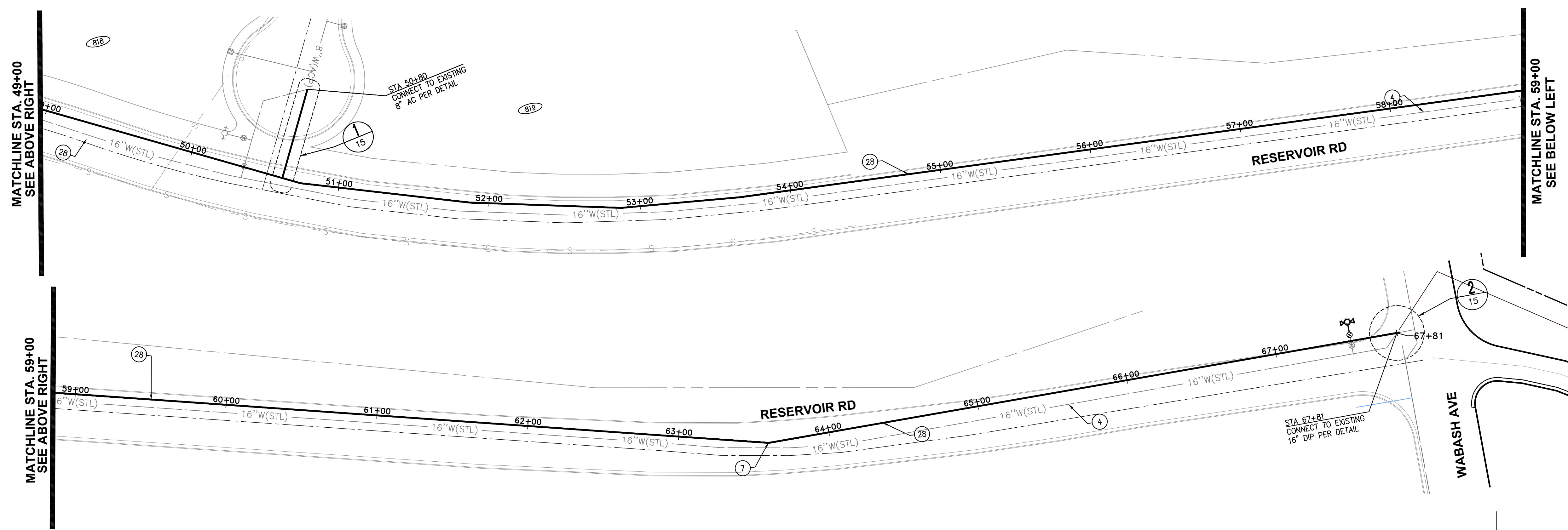
RESERVOIR RD AND WABASH AVE

Designed by: EA	Reviewed By: <i>Gerard J. Nepomuceno</i>	11/04/2025
Date: 11/2025	Gerard J. Nepomuceno, Civil Engineer, R.C.E. 93200	Date
Checked by: GKD	Approved By: <i>Gautam K. Dobey</i>	11/04/2025
Date: 11/2025	Gautam K. Dobey, City Engineer, R.C.E. 75646	Date
Drawn by: EA	Sheet 14 of 17 Sheets	
Date: 11/2025	Scale: Horiz. <u>AS SHOWN</u>	
Checked by: GKD	Vert. <u>NONE</u>	
Date: 11/2025		

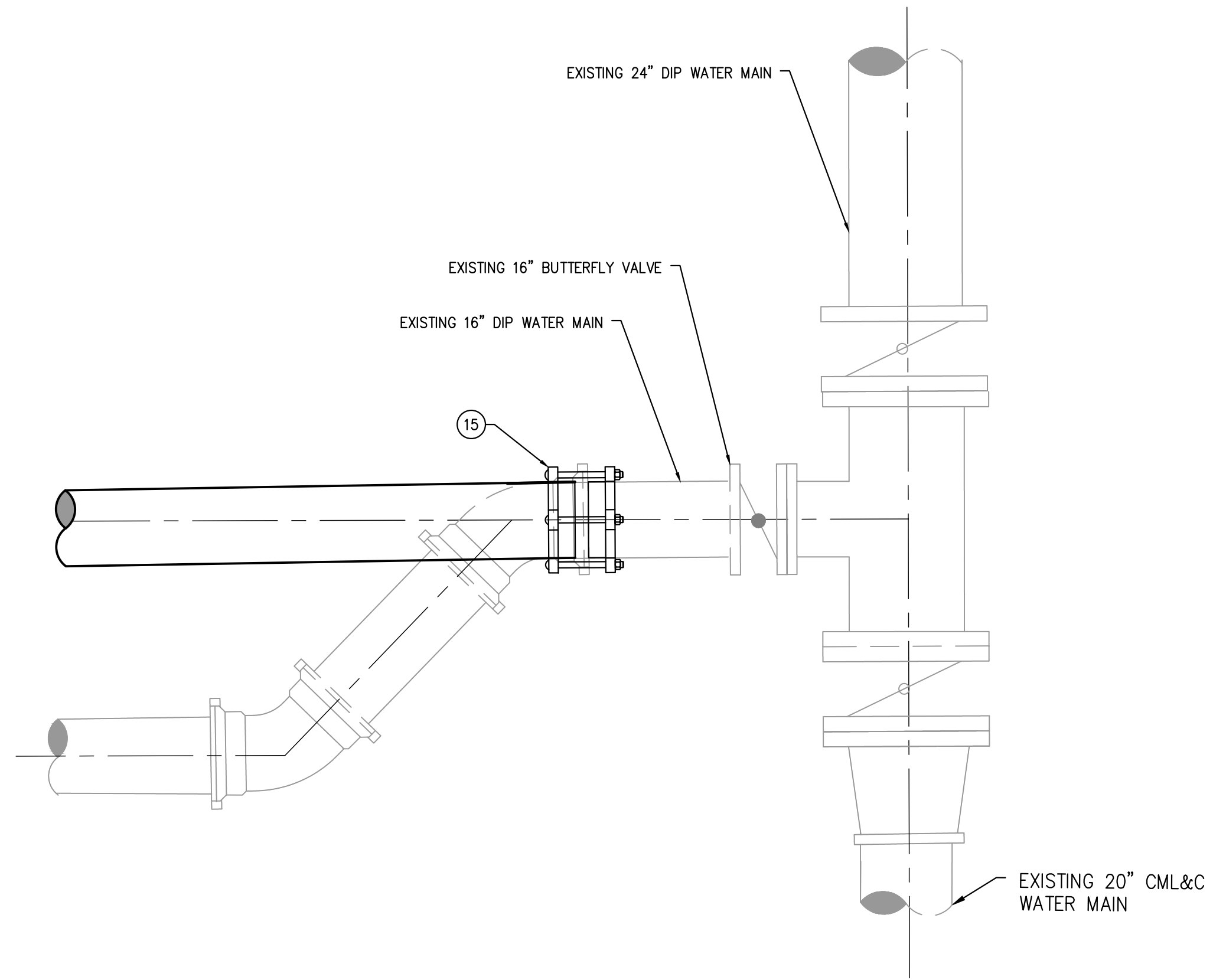
BENCHMARK				
Letter	Description	Date	Initial	Initial
NONE REFERENCED				
Revisions				

CONSTRUCTION NOTES

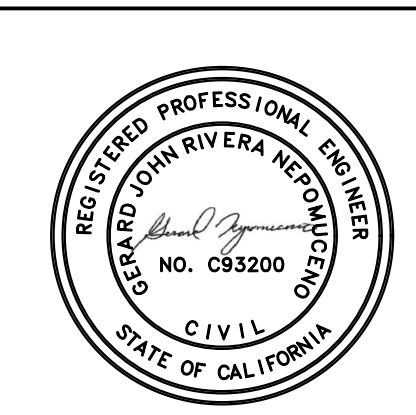
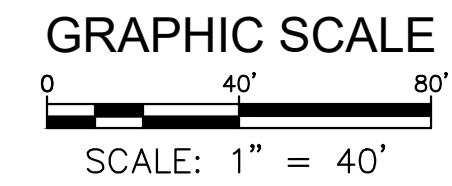
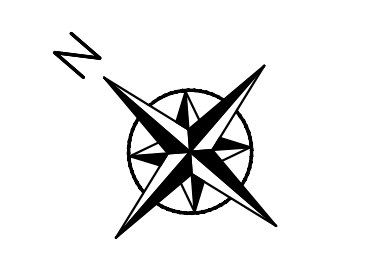
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- 29 INSTALL 16" BUTTERFLY VALVE WITH RESTRAINED JOINTS AND VALVE CAN PER CITY OF REDLANDS STD. DWG. A-20514
- 32 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 2" COPPER WATER SERVICE FROM NEW MAIN TO EXISTING METER PER DETAIL 4, SHEET 3
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- 39 ABANDON EXISTING SERVICE AND REPLACE WITH NEW 4" DIP WATER SERVICE FROM NEW MAIN TO EXISTING METER PER CITY OF REDLANDS STD. DWG. A-20521
- 41 INSTALL COMMERCIAL FIRE HYDRANT WITH CHECK VALVE PER DETAIL 3, SHEET 4



STA. 40+72 RESERVOIR RD
CONNECTION DETAIL
 NOT TO SCALE



STA. 68+04 RESERVOIR RD
CONNECTION DETAIL
 NOT TO SCALE



CITY OF REDLANDS Municipal Utilities and Engineering Department	
2025 CIP WATER PIPELINE REPLACEMENT PROJECT PROJECT No. 501068	
RESERVOIR RD AND WABASH AVE	
Designed by: EA Date: 11/2025	Reviewed By: <i>Gerard J. Nepomuceno</i> 11/04/2025
Checked by: GKD Date: 11/2025	Approved By: <i>Gerard J. Nepomuceno</i> 11/04/2025
Drawn by: EA Date: 11/2025	Gautam K. Dobey, City Engineer, R.C.E. 75646 Date:
Checked by: GKD Date: 11/2025	Scale: Horiz. <u>AS SHOWN</u> Vert. <u>NONE</u>
Sheet 15 of 17 Sheets	

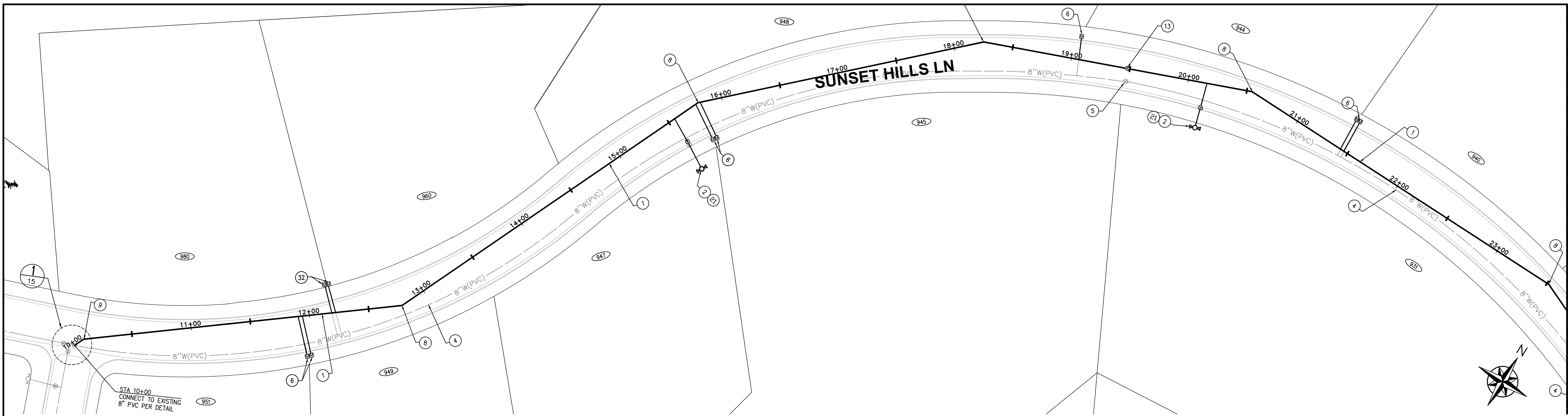
BENCHMARK					
Letter	Description	Date	Initial	Initial	Initial
NONE REFERENCED					
Revisions					

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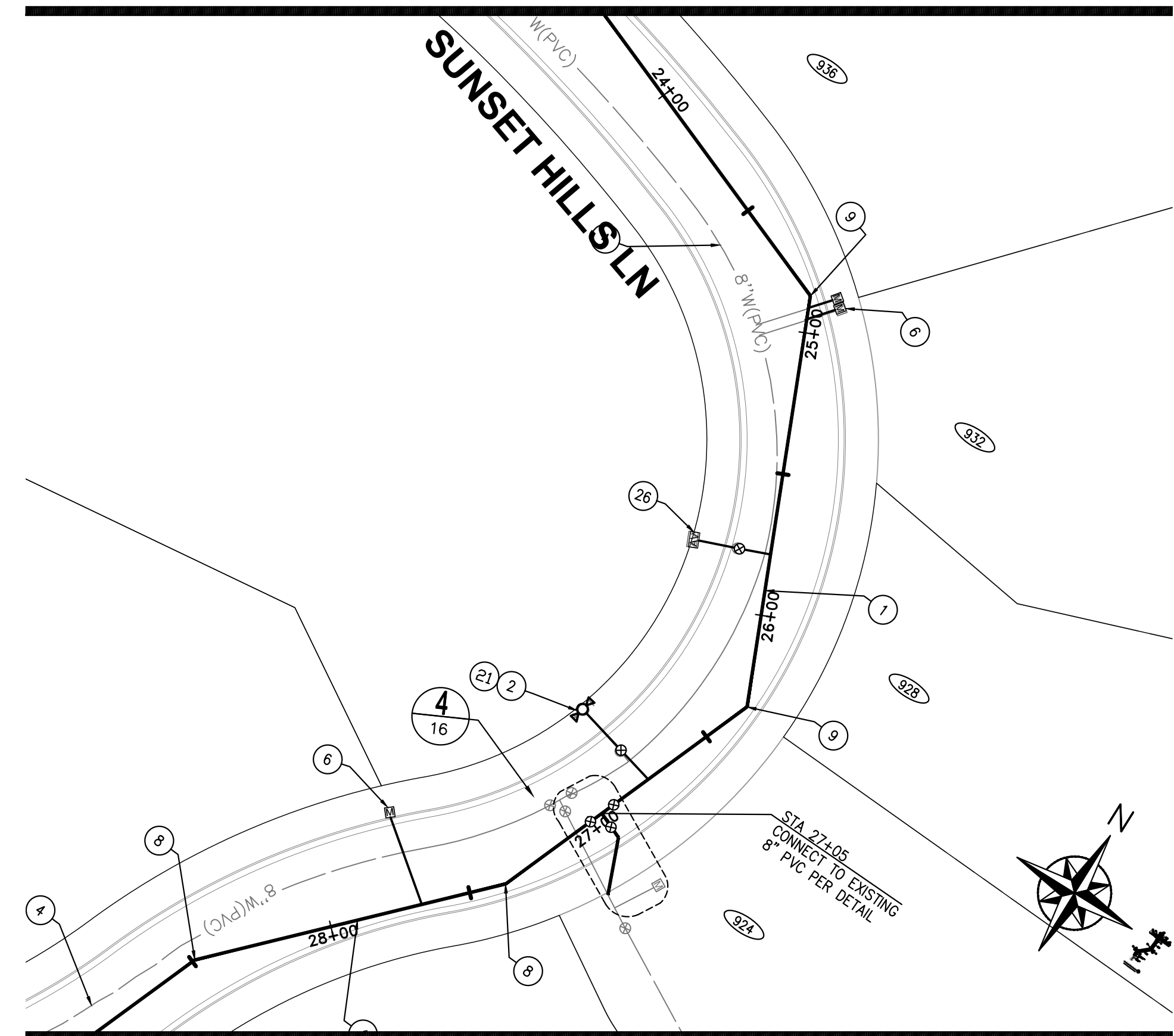
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 IF NOT 2" - SCALE ACCORDINGLY



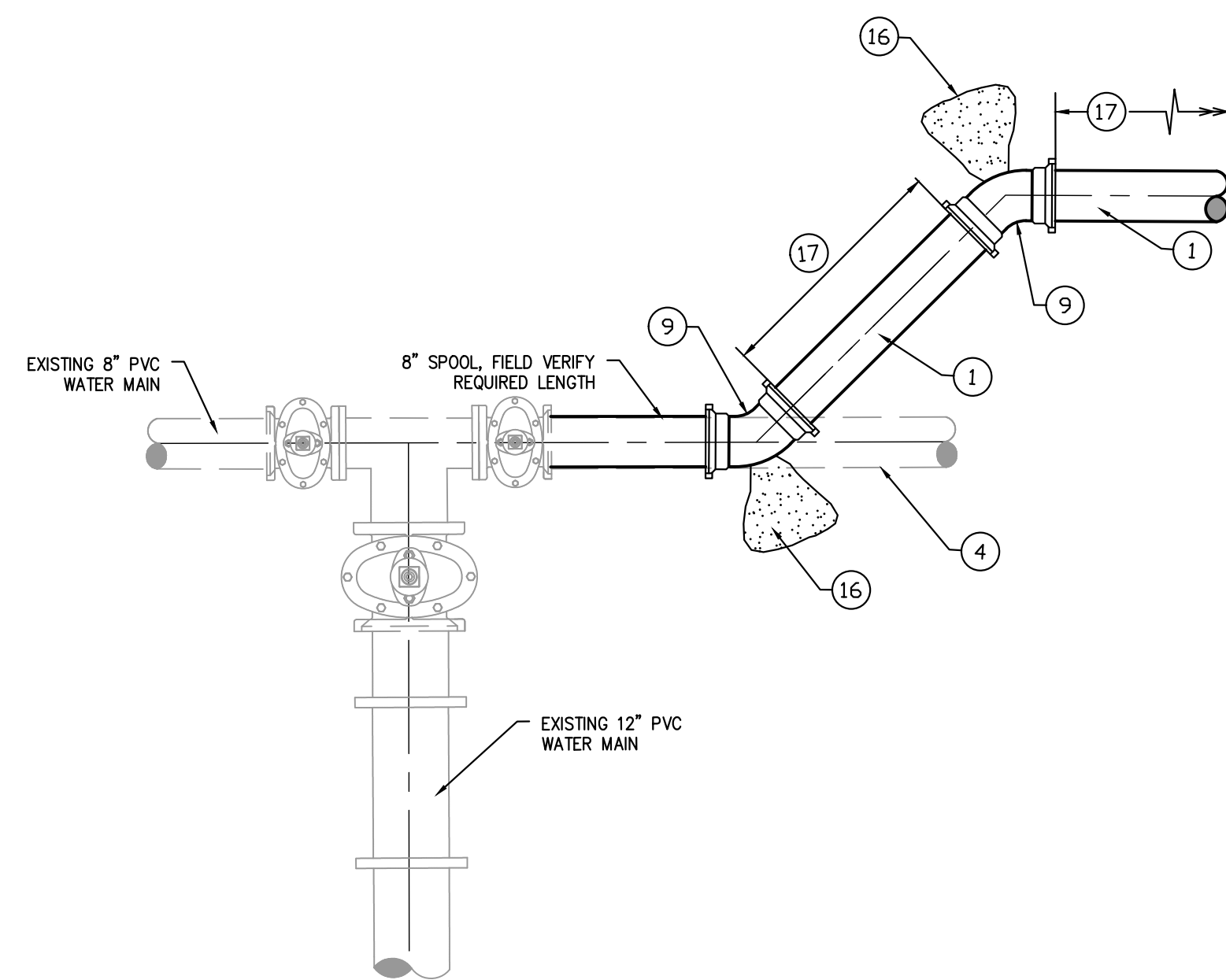


MATCHLINE STA. 24+00
SEE BELOW LEFT

MATCHLINE STA. 24+00
SEE ABOVE RIGHT



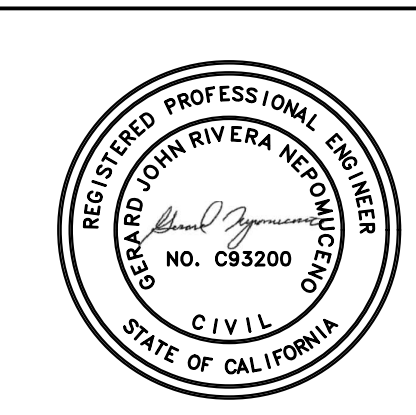
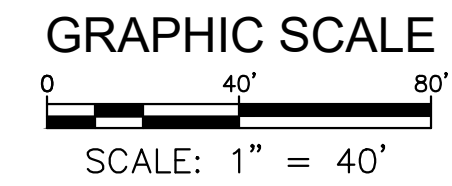
MATCHLINE STA. 29+00
SEE SHEET 16



10+00 SUNSET HILLS LN
CONNECTION DETAIL
NOT TO SCALE

CONSTRUCTION NOTES

- 1 INSTALL 8-INCH DIP (CLASS 350) WITH FIELD LOCKS AND WARNING TAPE AT 32" MINIMUM COVER AND REPAIR TRENCH PER DETAIL 4 ON SHEET 4
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- 3 REMOVE AND SALVAGE EXISTING FH/B.O. TO CITY YARD, ABANDON EXISTING VALVE, REMOVE RISER AND COVER, SAW-CUT PWT, AND FILL RISER WITH BASE PER DETAIL 1, SHEET 3
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CITY OF REDLANDS
Municipal Utilities and Engineering Department

2025 CIP WATER PIPELINE REPLACEMENT PROJECT
PROJECT No. 501068

SUNSET HILLS LN AND HORSE TRAIL DR

Designed by: EA	Reviewed By: <i>Gerard J. Nepomuceno</i>	11/04/2025
Date: 11/2025	Gerard J. Nepomuceno, Civil Engineer, R.C.E. 93200	Date
Checked by: GKD	Approved By: <i>Gerard J. Nepomuceno</i>	11/04/2025
Date: 11/2025	Gautam K. Dabey, City Engineer, R.C.E. 75646	Date
Drawn by: EA	Sheet 16 of 17	Sheets
Date: 11/2025	Scale: Horiz. AS SHOWN	Vert. NONE
Checked by: GKD		
Date: 11/2025		

BENCHMARK			
NONE REFERENCED			
Letter	Description	Date	Initial

Revisions			

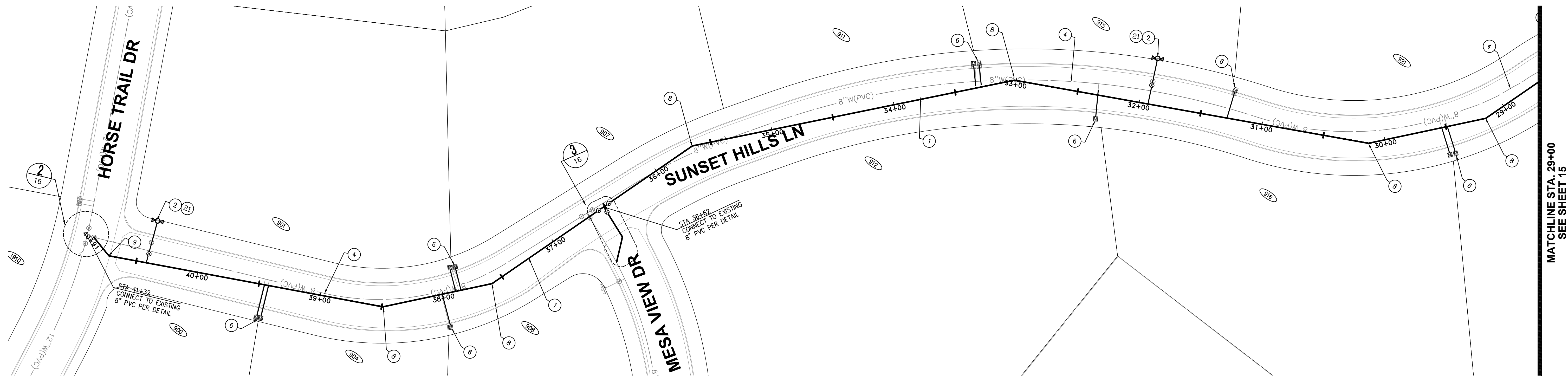
Underground Service Alert
of Southern California
Call: TOLL FREE
1-800-227-2600
TWO WORKING DAYS BEFORE YOU DIG

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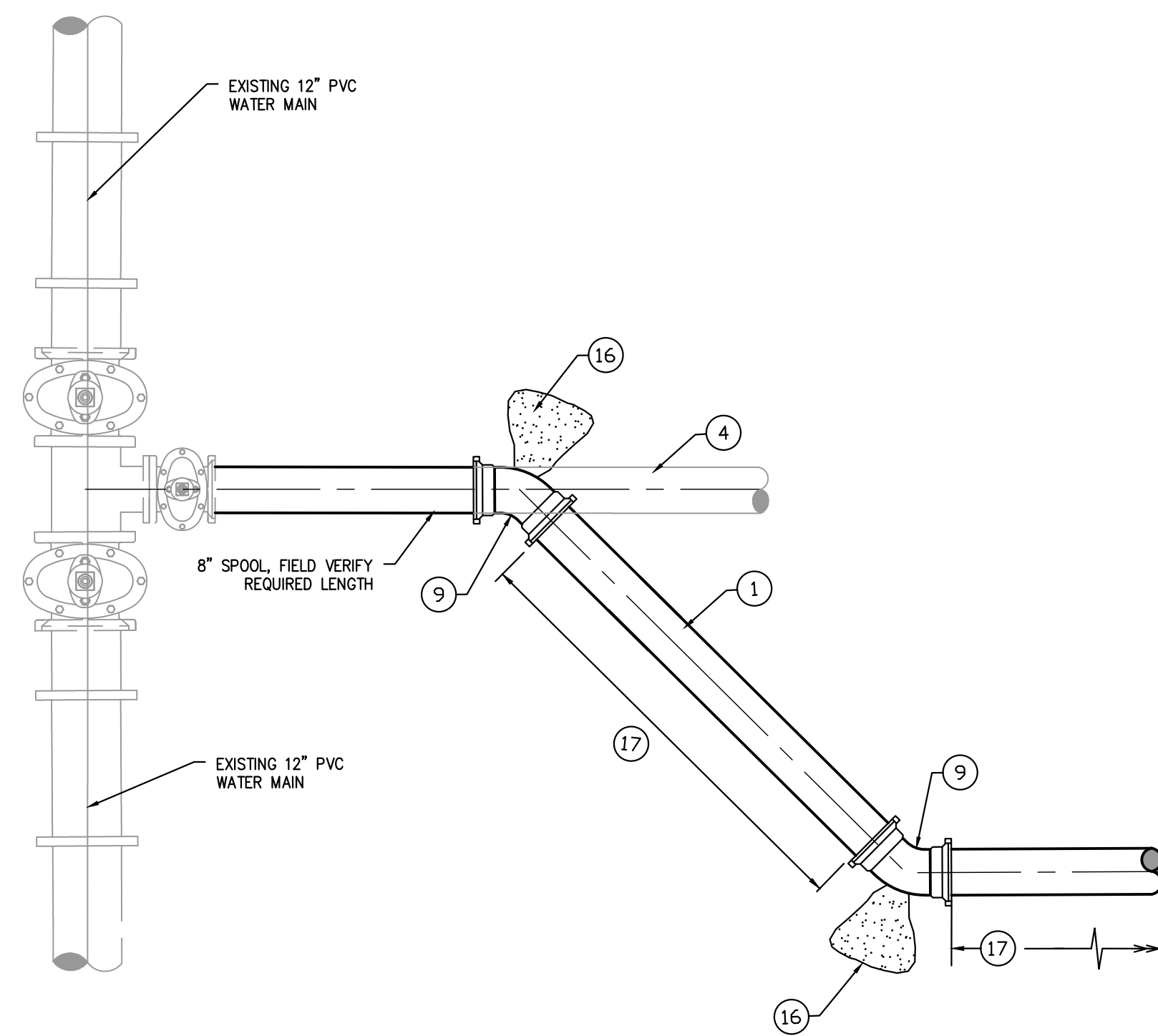
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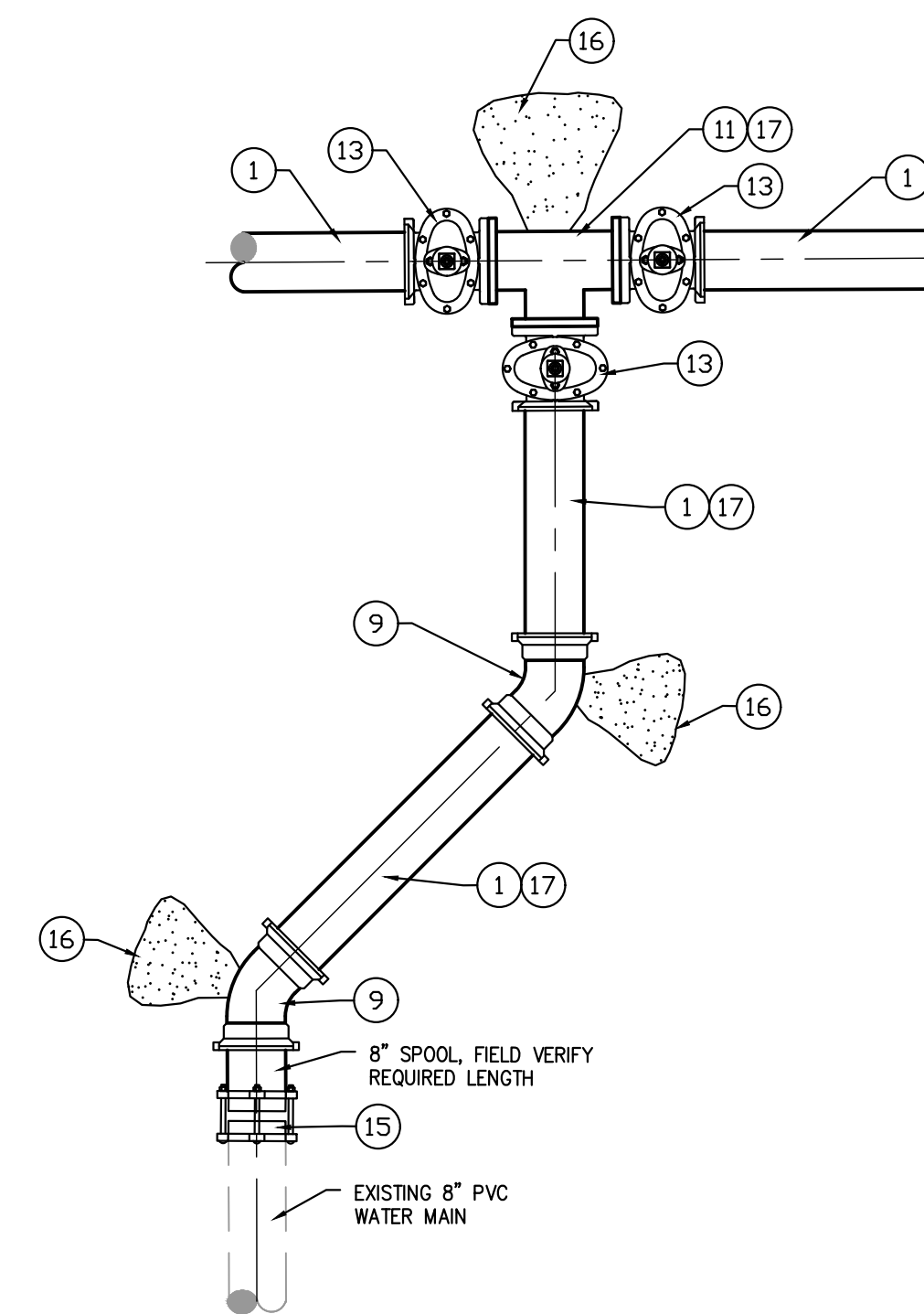


CONSTRUCTION NOTES

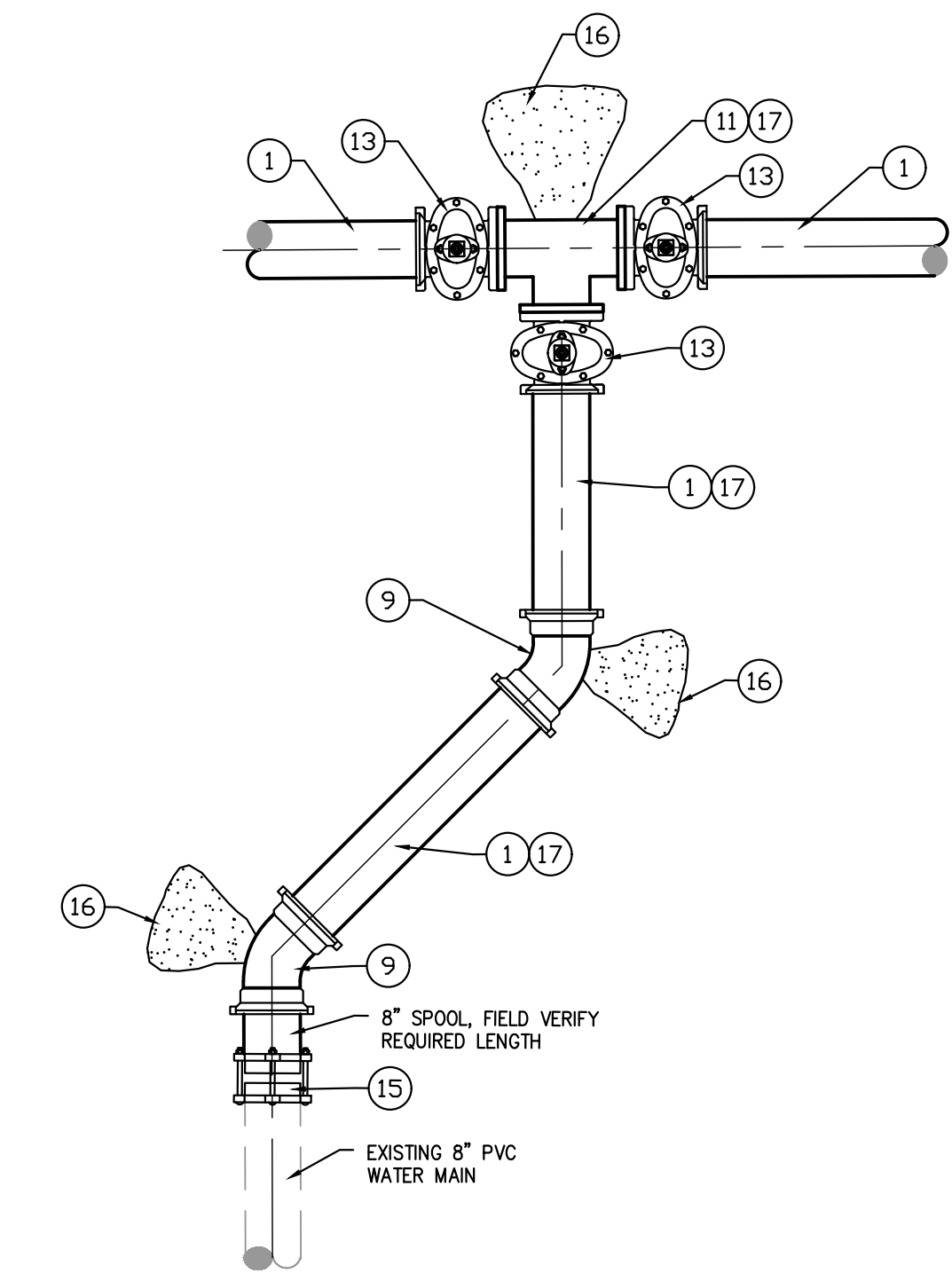
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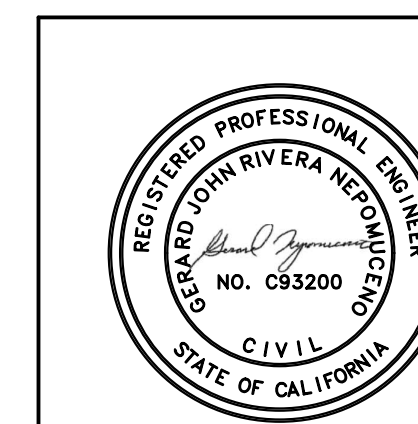
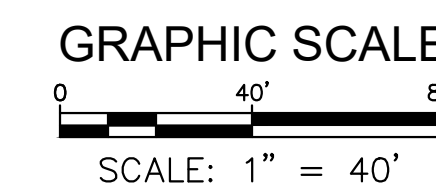
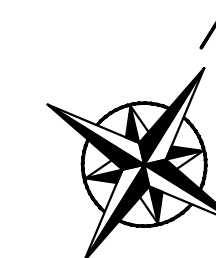
41+32 HORSE TRAIL DR **1**
CONNECTION DETAIL **17**
NOT TO SCALE



36+62 SUNSET HILLS LN **2**
CONNECTION DETAIL **17**
NOT TO SCALE



27+05 SUNSET HILLS LN **3**
CONNECTION DETAIL **17**
NOT TO SCALE



CITY OF REDLANDS Municipal Utilities and Engineering Department	
2025 CIP WATER PIPELINE REPLACEMENT PROJECT PROJECT No. 501068 HORSE TRAIL DR AND SUNSET HILLS LN	
Designed by: EA Date: 11/2025	Reviewed By: <i>Gerard J. Nepomuceno</i> 11/04/2025
Checked by: GKD Date: 11/2025	Approved By: <i>Gautam K. Dobey</i> 11/04/2025
Drawn by: EA Date: 11/2025	Gautam K. Dobey, City Engineer, R.C.E. 75646 Date
Checked by: GKD Date: 11/2025	Scale: Horiz. AS SHOWN Vert. NONE
Sheet 17 of 17 Sheets	

BENCHMARK					
NONE REFERENCED					
Letter	Description	Date	Initial	Initial	Initial
Revisions					

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**CITY OF REDLANDS
MUNICIPAL UTILITIES &
ENGINEERING DEPARTMENT**



Bid Proposal, Contract Documents and Specifications

For

**2025 CIP Water Pipeline Replacement Project
Project No. 501068**



RECYCLED PAPER

November 2025

CITY OF REDLANDS

MUNICIPAL UTILITIES & ENGINEERING DEPARTMENT

Bid Proposal, Contract Documents and Specifications

for

**2025 CIP Water Pipeline Replacement Project
Project No. 501068**

For use in conjunction with specifications entitled: “Standard Specifications for Public Works Construction (Greenbook)” 2021 Edition; “Standard Plans for Public Works Construction” 2021 Edition; Municipal Utilities and Engineering Department’s Water Systems Standard Specifications and Sanitary Sewer System Standard Specifications, latest editions; and General Permit Conditions and Trench Specifications.

City Council:

Eddie Tejada Mario Saucedo, Mayor
Marc Shaw, Mayor Pro Tem
Paul Barich, Councilmember
Eddie Tejada, Councilmember
Denise Davis, Councilmember

City Clerk:

Jeanne Donaldson, City Clerk

City Staff:

Charles M. Duggan Jr., City Manager

November 2025

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2025 CIP Water Pipeline Replacement Project

Project No. 501068

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NOTICE INVITING SEALED PROPOSALS (NIB)
For
2025 CIP Water Pipeline Replacement Project
Project No. 501068

NOTICE IS HEREBY GIVEN that the City Council of the City of Redlands invites all and will receive sealed Proposals (Bids) at the office of the City Clerk, City of Redlands, 35 Cajon Street, Suite 4, Redlands, CA 92373, on **December 4, 2025**, up to the hour of **2:00 p.m.**, at which time they will be opened and publicly read. Bids shall be marked: **BID FOR: 2025 CIP Water Pipeline Replacement Project, Project No. 501068.**

The City Council of the City of Redlands reserves the right to reject any and all Bids, to waive any irregularity, and award contracts in the best interests of the City.

The City of Redlands utilizes PlanetBids, a web based bid management service to manage request for bids. PlanetBids does not charge a fee to access and view current project 'Request for Bids'; however, they require potential contractors, subcontractors and suppliers to provide contact information in order to download files, receive addendum notifications and to receive automatic updates or revisions to projects. PlanetBids can be accessed through the City of Redlands website at <http://www.cityofredlands.org/RFP>.

Proposals (Bids) shall be executed on the separately bound forms included within the "Bid Submittal Package" in accordance with the instructions contained therein.

Bid security, in the form of a cashier's check, a certified check made to the order of the City of Redlands, or a Bidder's Bond, and in an amount not less than ten percent (10%) of the amount of the Bid is required to be submitted with each Bid. Said check or bond shall be given as a guarantee that the bidder will enter into contract with the City of Redlands if awarded the work, and will be declared forfeited if the selected bidder fails to enter into contract within fourteen (14) days after Notice of Award.

The Bidder to whom award is made will be required to furnish a Labor and Material Bond and a Faithful Performance Bond each in an amount of 100% of the Bid amount, from surety company satisfactory to the City of Redlands.

Pursuant to CA Labor Code Section 1770 et seq., the successful bidder shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are available at <http://www.dir.ca.gov/OPRL/PWD/>. Copies of the prevailing wage determination are also on file at the City of Redlands and shall be made available to any interested party upon request.

Pursuant to provisions of Section 22300 of the California Public Contract Code, the Contractor may substitute securities for any monies withheld by the City to ensure performance of the work.


Pursuant to the provisions of Section 3300 of the California Public Contract Code, Bidders shall be licensed as "Class A or Class C-34" and provide their California State Contractor's License numbers to the City. In addition, no contractor or subcontractor may be listed on a bid proposal for a public

works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)]. No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

All terms and conditions contained in the Contract Documents including the Instructions to Bidders shall become a part of the Contract. No Bidder may withdraw their Bid for a period of sixty (60) days after the time of Bid Opening.

All questions related to this project shall be directed to Elva Arellanes, Project Manager, at 909-798-7584 Ext 9. It shall be understood, however, that no specification interpretations will be made by telephone, nor will any products be considered for approval prior to award of the Contract. Changes, if any, will be made by addendum prior to opening of Bids.

BY ORDER OF THE CITY COUNCIL OF THE CITY OF REDLANDS, SAN BERNARDINO COUNTY, CALIFORNIA.



Jeanne Donaldson, City Clerk,
City of Redlands
San Bernardino County, California

**BID DOCUMENTS
(BD)**

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INSTRUCTIONS TO BIDDERS
For
2025 CIP Water Pipeline Replacement Project
Project No. 501068

Bids to receive consideration shall be made in accordance with the following instructions:

1. PROPOSALS:

- a. Bids shall be made upon the form of proposal furnished by the City. All Bids shall be properly executed with all items filled in; the signatures of all persons signing shall be in longhand. If the unit price and the total amount named by a Bidder for any item are not in agreement, the unit price shall be considered as representing the Bidder's intention, and the totals may be corrected by the Engineer to conform thereto. If the sum of the individual bid item's and the total amount named by a Bidder are not in agreement, the sum of the bid item's shall be considered as representing the Bidder's intention, and the totals may be corrected by the Engineer to conform thereto. If the total price written in words and the total price written in figures are not in agreement, then the total price written in words will be considered as representing the Bidder's intention, and the totals will be corrected by the Engineer to conform thereto.
- b. Proposals may be rejected if they show any alterations of form, additions not called for, conditional or alternative bids, incomplete Bids, erasures, or irregularities of any kind. Mistakes shall be lined through and the correct amount written above and initialed by the authorized agent of the Bidder.
- c. Bids shall be accompanied by a cashier's or a certified check or Bidder's admitted corporate surety bond, in an amount not less than ten percent (10%) of the bid, made payable to the City of Redlands. Said check or bond shall be given as a guarantee that the Bidder will enter into a contract if awarded the work. In the case of refusal or failure to enter into said Contract, within fourteen (14) days after Notice of Award by the City in writing, the security shall be applied by the City to the difference between such bid and next lowest acceptable bid and surplus, if any, shall be returned to Bidder if cash or check is used, or to Surety if bid bond is used.
- d. Before submitting a bid, Bidders shall carefully examine the Plans; read the Specifications; read all other Contract documents; shall visit the site of the work; shall fully inform themselves as to all existing conditions and limitations; and include in the bid a sum to cover the cost of all items included in the Contract. No allowance will be made due to lack of examination or knowledge. The submission of a bid shall be conclusive evidence that the bidder has investigated and is satisfied as to the conditions to be encountered as to character, quality and scope of work to be performed; the quantities of materials to be furnished; and as to the requirements of the Bid Proposal, plans and specifications.

- e. Pursuant to CA Labor Code Section 1770 et seq., the successful bidder shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are available at <http://www.dir.ca.gov/OPRL/PWD/>. Copies of the prevailing wage determination are also on file at the City of Redlands and shall be made available to any interested party upon request.
- f. The bid must be submitted on or before the date and time specified in the Notice Inviting Sealed Proposals (Bids). The bid shall be submitted in a sealed envelope marked in the lower left corner as follows:

**BID FOR: 2025 CIP Water Pipeline Replacement Project,
Project No. 501068**

- g. Bids will be opened and publicly read aloud at the time set in the Notice Inviting Sealed Proposals (Bids), in the Office of the City Clerk, Civic Center, 35 Cajon Street, Suite 4, Redlands, California.

2. AGREEMENT AND BONDS:

The form of Contract which the successful Bidder, as Contractor, will be required to execute is included in the Contract Documents (CD) of these specifications and should be carefully examined by the Bidder. The Agreement, admitted Corporate Surety Bonds and other documents to be executed by the Contractor shall be executed in original-duplicates stamped according to law, one of which original-duplicates shall be filed with the City Clerk of the City of Redlands. The successful Bidder, simultaneously with the execution of the Agreement, will be required to furnish a faithful performance bond and a labor and material bond, each in an amount equal to one hundred percent (100%) of the Contract price. Said bonds shall provide that if the Contractor or their Subcontractor fails to pay for any materials, provision, provender or other supplies or items used in, upon, for or about the performance of the work contracted to be done, or for any work of labor thereon of any kind, or for amounts due under the Unemployment Insurance Act or Workman's Compensation, with respect to such work or labor, that the surety or sureties will pay for the same. The amount shall not exceed the sum specified in the bond, and also, in case suit is brought upon the bond, a reasonable attorney's fee to be fixed by the court. All bonds shall be secured from surety companies satisfactory to the City of Redlands and whose name is on file with the County Clerk of San Bernardino County, as an approved and financially sound surety company authorized to transact business in this state.

3. WITHDRAWAL OF BIDS:

- a. Any Bidder may withdraw his Bid, only by written request, at any time prior to the scheduled time for Bid Opening.
- b. No Bidder may withdraw his Bid for a period of sixty (60) days after the time of Bid Opening except as allowed by the California Public Contract Code.

4. INSURANCE AND HOLD HARMLESS REQUIREMENTS:

Before entering into a Contract, the Bidder to whom the Contract has been awarded shall furnish satisfactory evidence that they have secured all required insurance from a responsible insurance company authorized to do business in California and satisfactory to the City, and such insurance shall be maintained in full force and effect at the Contractor's own expense during the life of the Contract. Contractor shall furnish the City with the customary Certificates of Insurance for all required insurance listed below. General Liability Insurance shall name the City and the Consultant, as an additional insured and shall be primary and non-contributing to any insurance or self-insurance maintained by the City. All liability insurance policies shall bear an endorsement or shall have attached a rider whereby it is provided that, in the event of expiration or proposed cancellation of such policies for any reason whatsoever, the City shall be notified by registered mail, return receipt requested, giving sufficient time before the date thereof to comply with any applicable law or statute, but in no event less than forty five (45) days before expiration or cancellation is effective.

The coverage shall provide the following minimum limits based on the type of work proposed under this Contract. The Contractor shall determine if the proposed work requires Tier 1 or Tier 2 Insurance Requirements as follows:

CONTRACTED OPERATIONS DESIGNATED AS TIER 1		
Air Conditioning (HVAC) Systems (installation)	Electric Light or Power Line Construction	Pipeline Construction
Airport Runways (paving, repaving, etc.)	Elevator Work	Roofing
Blasting Operations	Excavation	Sandblasting
Bridge or Elevated Highway Construction	Fire Suppression Systems (installation)	Sewer and Water Main Construction
Buildings Structural Work (including elevators)	Gas Mains or Connections Construction	Sign Erection (streets)
Building Structure (raising or moving)	Geophysical Exploration	Solar Energy
Cable Installation in Conduits and Conduit Construction (streets)	Grading of Land	Street Cleaning
Caisson or Cofferdam Work	Hazardous Materials Contractors	Street or Road Construction
Dam or Reservoir Construction	Irrigation or Drainage Construction	Tank Construction, Installation, Erection or Repair
Demolition (structures)	Landscape Construction (street or street medians)	Telephone or Cable Line Construction
Drilling	Painting (exterior greater than single story)	Tree Pruning, Dusting, Spraying or Removal

TIER 1 DESIGNATED INSURANCE REQUIREMENTS

- a. Commercial General Liability
 - \$1 Million Per Occurrence/ \$2 Million Aggregate
 - City listed as an Additional Insured on the coverage
 - Coverage is primary and non-contributory
 - If scope of work is within 50 feet of any railroad, endorsement citing inclusion of liability associated with this work is required
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission

- b. Business Auto Liability
 - \$1 Million Combined Single Limit
 - City listed as an Additional Insured on the coverage
 - Must include liability arising from all owned, leased, hired, and non-owned autos
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission
 - If Contractor or its subcontractors or suppliers haul hazardous material (including, without limitation, waste), Auto Liability insurance must be applicable to all hazardous waste hauling vehicles, and include MCS 90 and CA9948 Endorsements.

- c. Commercial Umbrella/ Excess Liability
 - \$5 Million Per Occurrence/ Aggregate
 - City listed as an Additional Insured on the coverage
 - Coverage is primary and non-contributory
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission

- d. Workers Compensation
 - \$1 Million Per Occurrence for Bodily Injury by Accident
 - \$1 Million Each Employee for Bodily Injury by Disease
 - \$1 Million Policy Limit for Bodily Injury by Accident
 - Waiver of Subrogation in favor of City
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission

- e. Pollution Policy (Hazardous Materials) [If Applicable]
 - Required of Projects that involve Demolition and/or Excavation Activities
 - \$1 Million Per Occurrence/ \$2 Million Aggregate
 - City listed as an Additional Insured on the coverage

CONTRACTED OPERATIONS DESIGNATED AS TIER 2		
Air Conditioning (HVAC) Systems (service and repair)	Carpentry (building interiors)	Fire Suppression Systems (service and repair)
Alarms and Alarm Systems	Communications Equipment Installation (interior)	Landscape Construction
Building Interior Work (service, repair and non-structural remodeling)	Driveway, Parking Area or Sidewalk (paving or repaving)	Painting (exterior)
Cable Installation in Conduits (buildings)	Fence Erection	All Other Job Types including Vendors

TIER 2 DESIGNATED INSURANCE REQUIREMENTS

a. Commercial General Liability

- \$1 Million Per Occurrence/ \$2 Million Aggregate
 - City listed as an Additional Insured on the coverage
 - Coverage is primary and non-contributory
 - If scope of work is within 50 feet of any railroad, endorsement citing inclusion of liability associated with this work is required
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission

b. Business Auto Liability

- \$1 Million Combined Single Limit
 - City listed as an Additional Insured on the coverage
 - Must include liability arising from all owned, leased, hired, and non-owned autos
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission
- If Contractor or its subcontractors or suppliers haul hazardous material (including, without limitation, waste), Auto Liability insurance must be applicable to all hazardous waste hauling vehicles, and include MCS 90 and CA9948 Endorsements.

c. Workers Compensation

- \$1 Million Per Occurrence for Bodily Injury by Accident
- \$1 Million Each Employee for Bodily Injury by Disease
- \$1 Million Policy Limit for Bodily Injury by Accident
 - Waiver of Subrogation in favor of City
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission

d. Pollution Policy (Hazardous Materials) [If Applicable]

- Required of Projects that involve Demolition and/or Excavation Activities
- \$1 Million Per Occurrence/ \$2 Million Aggregate
- City listed as an Additional Insured on the coverage

Contractor expressly waives all rights to subrogation against the City, its officers, employees and volunteers for losses arising from work performed by Contractor for City by expressly waiving Contractor's immunity for injuries to Contractor's employees and agrees that the obligation to indemnify, defend and hold harmless provided for in this Agreement extend to any claim brought by or on behalf of any employee of Contractor. This waiver is mutually negotiated by the parties. This shall not apply to any damage resulting from the sole negligence of City, its agents and employees. To the extent any of the damages referenced herein were caused by or resulted from the concurrent negligence of City, its agents or employees, the obligations provided herein to indemnify, defend and hold harmless are valid and enforceable only to the extent of the negligence of contractor, its officers, agents and employees.

Subcontractors. The prime contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements from each subcontractor.

The Contractor shall not assign or sublet the contract, in whole or in part, without the written consent of the City, nor shall the contractor assign any monies due to, or to become due to, Contractor hereunder without prior written consent of the City.

The Contractor shall be fully responsible to the City for the acts and omissions of the subcontractor and persons either directly or indirectly employed by the Contractor. Consent to subcontracting part of the work shall, in no way, release the Contractor from responsibility for performance of the work, and Contractor will be held, in all respects, accountable for the same as if no consent had been given. The Contractor shall give personal attention to this work which is sublet. Nothing contained in the contract documents shall create any contractual relation between any subcontractor and the City.

Hold Harmless and Indemnification. Contractor shall indemnify, hold harmless and defend City and its elected officials, agents and employees and the Consultant from and against any and all claims, losses or liability, including attorney's fees, arising from injury or death to persons or damage to property occasioned by any act, omission or failure to act of Contractor, its subcontractors, and any officers, agents and employees in performing the work required by this Agreement. Contractor's obligations under this provision shall not be limited in any way by any terms of this Agreement, or the insurance limits.

5. LICENSES AND PERMITS:

No bid will be accepted from a Contractor who is not licensed in accordance with the law under the provisions of Division III, Chapter 9 of the Business and Professions Code of the State of California.

The Contractor shall, at the time of bid opening, possess a valid "Class A" or "Class C-34" Contractor's license, and provide its California State Contractor's License number to the City.

All subcontractors listed at the time of bid opening shall possess a valid Contractor's license for the work in which they are specified to complete within the Bid Submittal Package.

The Contractor shall, prior to Notice to Proceed, procure all other permits and licenses as stipulated in the GENERAL CONDITIONS.

In addition, no contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015 or awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. Contractors shall submit proof of registration status with their bid submission to the City of Redlands. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

6. SUBSTITUTION OF SECURITIES:

In accordance with applicable provisions of State law, the Contractor will be permitted to substitute qualified securities in lieu of retention of withheld progress payments by the Owner.

7. SUBCONTRACTORS:

Pursuant to Section 4105 of the California Public Contract Code, the bidder may not circumvent the requirement to list subcontractors by the device of listing one subcontractor, who in turn sublets portions constituting a majority of the work covered by the contract.

- A. Pursuant to California Government Code section 4106, subcontractors who will perform work or labor or render services in an amount in excess of one-half of one percent of the Contractor's total bid shall be set forth in a list of subcontractors within the bid documents. Such list shall be accompanied by an experienced statement with pertinent information regarding similar projects and other evidence of qualifications for each such subcontractor, supplier, individual, or entity if requested by City. If City or engineer, after doing an investigation, has reasonable objection to any proposed subcontractor, supplier, individual, or entity, City may, before the notice of award is given, request the apparent successful bidder to submit a substitute, without an increase in the bid.
- B. If the apparent successful bidder declines to make any such substitution, City may award the contract to the next lowest bidder that proposes to use acceptable subcontractors, suppliers, individuals, or entities declining to make the request and substitutions will not constitute grounds for forfeiture of the bid security of any bidder. Any subcontractor, supplier, individual or entity so listed and against which City makes no written objection prior to the giving of the notice of award will be deemed acceptable by City subject to verification of such assessments after the effective date of the agreement as provided herein.

8. NON DEBARRED CONTRACTORS AND SUBCONTRACTORS

The Contractor and all of its subcontractors shall, at the time of bid opening and for performance of this public works contract, be non-debarred contractors and not be ineligible Contractors pursuant to Public Contract Code section 6109 and Labor Code sections 1777.1 and 1777.7.

9. LABOR LAW REQUIREMENTS

Prior to the start of construction, the Contractor and each subcontractor shall submit to the City an executed Checklist of Labor Law Requirements, included within Appendix A, certifying that each Contractor and Subcontractor will comply with the foregoing Labor Law requirements; and fully understands that failure to comply with these requirements will subject it to the penalties cited herein.

By submitting a bid, the prime contractor and subcontractors involved in this project assure that they intend to comply with the labor law requirements noted within Appendix A, fully understanding that failure to comply may subject them to penalties as noted.

10. BID PROTEST PROCEDURES

Any bid protest must be in writing and received by the City Clerk's Office at 35 Cajon Street, Suite 4, Redlands, CA 92373, before 5:00 p.m. no later than two working days following the bid opening (the "Bid Protest Deadline") and must comply with the following requirements:

10.1 General. Only a bidder who has actually submitted a Bid Proposal is eligible to submit a bid protest against another bidder. Subcontractors are not eligible to submit bid protests. A bidder may not rely on the bid protest submitted by another bidder, but must timely pursue its own protest. If required by City, the protesting bidder must submit a non-refundable fee in the amount specified by City, based upon City's reasonable costs to administer the bid protest. Any such fee must be submitted to City no later than the Bid Protest Deadline, unless otherwise specified. For purposes of this Section, a "working day" means a day that City is open for normal business, and excludes weekends and holidays as observed by the City.

10.2 Protest Contents. The bid protest must contain a complete statement of the basis for the protest and all supporting documentation. Material submitted after the Bid Protest Deadline will not be considered. The protest must refer to the specific portion or portions of the Contract Documents upon which the protest is based. The protest must include the name, address, email address, and telephone number of the person representing the protesting bidder if different from the protesting bidder.

10.3 Copy to Protested Bidder. A copy of the protest and all supporting documents must be concurrently transmitted by fax or by email, by or before the Bid Protest Deadline, to the protested bidder and any other bidder who has a reasonable prospect of receiving an award depending on the outcome of the protest.

10.4 Response to Protest. The protested bidder may submit a written response to the protest, provided the response is received by the City Clerk's Office before 5:00 p.m., within two working days after the Bid Protest Deadline or after actual receipt of the bid protest, whichever is sooner (the "Response Deadline"). The response must include all supporting documentation. Material submitted after the Response Deadline will not be considered. The response must include the name, address, email address, and telephone number of the person representing the protested bidder if different from the protested bidder.

10.5 Copy of Protesting Bidder. A copy of the response and all supporting documents must be concurrently transmitted by fax or by email, by or before the Bid Protest Deadline, to the protesting bidder and any other bidder who has a reasonable prospect of receiving an award depending upon the outcome of the protest.

10.6 Exclusive Remedy. The procedure and time limits set forth in this section are mandatory and are the bidder's sole and exclusive remedy in the event of a bid protest. A bidder's failure to comply with these procedures will constitute a waiver of any right to further pursue a bid protest, including filing a Government Code Claim or initiation of legal proceedings.

10.7 Right to Award. The City Council reserves the right to award the Contract to the bidder it has determined to be the responsible bidder submitting the lowest responsive bid, and to issue a notice to proceed with the Contract notwithstanding any pending or continuing challenge to its determination.

PROPOSAL

**TO: THE CITY OF REDLANDS, SAN BERNARDINO COUNTY, CALIFORNIA
herein called the “City”.**

Pursuant to and in compliance with your Notice Inviting Bids, and the other documents relating thereto, the undersigned Bidder, having familiarized themselves with the terms of the Contract, the local conditions affecting the performance of the Contract and the cost of the work at the place where the work is to be done, and with the plans thereto, hereby proposes and agrees to perform within the time stipulated, the Contract, including all of its component parts and everything required to be performed, and to provide and furnish any and all of the labor, materials, tools, equipment and all utility and transportation services necessary to perform the contract, and complete in a workmanlike manner, all of the work covered by the contract in connection with the City’s Project identified as

2025 CIP Water Pipeline Replacement Project Project No. 501068

NOTE: Bidders must bid each item in this schedule. All entries in the entire PROPOSAL must be made clearly and in ink. Mistakes shall be lined through and the correct amount written above and initialed by the authorized agent of the Bidder.

BID SCHEDULE

(See “Section 01200 – Measurement and Payment” for Bid Item description)

Item No.	Brief Description	Estimated Quantity	Unit Price (If Applicable)	Total Price in Figures
1	Mobilization (Maximum 5% of Total Base Bid Price)	LUMP SUM	N/A	\$ _____
2	SWPPP	LUMP SUM	N/A	\$ _____
3	Traffic Control Plan	LUMP SUM	N/A	\$ _____
4	Construction Survey	LUMP SUM	N/A	\$ _____
5	8” Ductile Iron Pipe (D.I.P) Water Pipeline	7,840 LF	\$ _____ /LF	\$ _____
6	16” Ductile Iron Pipe (D.I.P) Water Pipeline	5,800 LF	\$ _____ /LF	\$ _____
7	24” Ductile Iron Pipe (D.I.P) Water Pipeline	55 LF	\$ _____ /LF	\$ _____
8	12” Ductile Iron Pipe (D.I.P) Water Pipeline with Purple Polyethylene Wrap	735 LF	\$ _____ /LF	\$ _____

BID SCHEDULE (CONTINUED)

(See "Section 01200 – Measurement and Payment" for Bid Item description)

Item No.	Brief Description	Estimated Quantity	Unit Price (If Applicable)	Total Price in Figures
9	8" Gate Valve	31 EA	\$ _____/EA	\$ _____
10	12" Gate Valve	4 EA	\$ _____/EA	\$ _____
11	16" Butterfly Valve	10 EA	\$ _____/EA	\$ _____
12	24" Butterfly Valve	1 EA	\$ _____/EA	\$ _____
13	Fire Hydrant w/ Check Valve (Residential)	10 EA	\$ _____/EA	\$ _____
14	Fire Hydrant w/ Check Valve (Commercial)	6 EA	\$ _____/EA	\$ _____
15	Blow-Off Fire Hydrant w/ Check Valve	2 EA	\$ _____/EA	\$ _____
16	1" Service	58 EA	\$ _____/EA	\$ _____
17	2" Service	8 EA	\$ _____/EA	\$ _____
18	4" Service	4 EA	\$ _____/EA	\$ _____
19	Drop Section	35 EA	\$ _____/EA	\$ _____
20	Air and Vacuum Release Valve	3 EA	\$ _____/EA	\$ _____
21	Connection to Existing 6" Fire Service lateral	2 EA	\$ _____/EA	\$ _____
22	Relocate and Restore Customer Water Service	800 LF	\$ _____/LF	\$ _____
23	Connection per Detail 1, Sheet 6	LUMP SUM	N/A	\$ _____
24	Connection per Detail 2, Sheet 6	LUMP SUM	N/A	\$ _____
25	Connection per Detail 3, Sheet 6	LUMP SUM	N/A	\$ _____

BID SCHEDULE (CONTINUED)

(See "Section 01200 – Measurement and Payment" for Bid Item description)

Item No.	Brief Description	Estimated Quantity	Unit Price (If Applicable)	Total Price in Figures
26	Connection per Detail 4, Sheet 6	LUMP SUM	N/A	\$ _____
27	Connection per Detail 1, Sheet 7	LUMP SUM	N/A	\$ _____
28	Connection per Detail 2, Sheet 7	LUMP SUM	N/A	\$ _____
29	Connection per Detail 1, Sheet 8	LUMP SUM	N/A	\$ _____
30	Connection per Detail 2, Sheet 8	LUMP SUM	N/A	\$ _____
31	Connection per Detail 3, Sheet 8	LUMP SUM	N/A	\$ _____
32	Connection per Detail 1, Sheet 9	LUMP SUM	N/A	\$ _____
33	Connection per Detail 2, Sheet 9	LUMP SUM	N/A	\$ _____
34	Connection per Detail 3, Sheet 9	LUMP SUM	N/A	\$ _____
35	Connection per Detail 4, Sheet 9	LUMP SUM	N/A	\$ _____
36	Connection per Detail 1, Sheet 10	LUMP SUM	N/A	\$ _____
37	Connection per Detail 2, Sheet 10	LUMP SUM	N/A	\$ _____
38	Connection per Detail 1, Sheet 11	LUMP SUM	N/A	\$ _____
39	Connection per Detail 2, Sheet 11	LUMP SUM	N/A	\$ _____
40	Connection per Detail 1, Sheet 12	LUMP SUM	N/A	\$ _____
41	Connection per Detail 2, Sheet 12	LUMP SUM	N/A	\$ _____

BID SCHEDULE (CONTINUED)

(See "Section 01200 – Measurement and Payment" for Bid Item description)

Item No.	Brief Description	Estimated Quantity	Unit Price (If Applicable)	Total Price in Figures
42	Connection per Detail 1, Sheet 13	LUMP SUM	N/A	\$ _____
43	Connection per Detail 1, Sheet 14	LUMP SUM	N/A	\$ _____
44	Connection per Detail 2, Sheet 14	LUMP SUM	N/A	\$ _____
45	Connection per Detail 3, Sheet 14	LUMP SUM	N/A	\$ _____
46	Connection per Detail 4, Sheet 14	LUMP SUM	N/A	\$ _____
47	Connection per Detail 1, Sheet 15	LUMP SUM	N/A	\$ _____
48	Connection per Detail 2, Sheet 15	LUMP SUM	N/A	\$ _____
49	Connection per Detail 1, Sheet 16	LUMP SUM	N/A	\$ _____
50	Connection per Detail 1, Sheet 17	LUMP SUM	N/A	\$ _____
51	Connection per Detail 2, Sheet 17	LUMP SUM	N/A	\$ _____
52	Connection per Detail 3, Sheet 17	LUMP SUM	N/A	\$ _____
53	Unforeseen work <u>not</u> covered within all other bid items	LUMP SUM	N/A	\$ <u>400,000.00</u>
54	Demobilization	LUMP SUM	N/A	\$ _____
BID SCHEDULE PRICE (ITEMS 1-54)				\$ _____

Note – Bid items for connections reference the specific detail shown on the plan set.

Last Minute Additions/Deductions* _____ Bid Item No. _____
Last Minute Additions/Deductions* _____ Bid Item No. _____
Last Minute Additions/Deductions* _____ Bid Item No. _____

BID SCHEDULE TOTAL PRICE: \$ _____

BID SCHEDULE TOTAL PRICE WRITTEN IN WORDS: _____

* Provision is made here for the Bidder to include an addition or deduction in its bid, if it wishes, to reflect any last-minute adjustments in prices. The addition or deduction, if made, will be proportionately applied to the Progress Payments total for the respective item in the Schedule of Prices, the amount being added or deducted for each monthly payment. The unit prices entered in the Schedule of Prices will not be affected.

LOW BID DETERMINATION:

The low bid will be determined pursuant to Public Contract Code Section 20103.8 as the lowest bid price on the Bid Schedule Total Price on page BD 14. A responsible bidder who submits the lowest bid as determined by the above method shall be awarded the contract, if it is awarded, by the City Council of the City of Redlands.

ADDENDA

Receipt of the following addenda is hereby acknowledged and the same is included in the Bid Price:

Addendum #1 _____ (initials) Addendum #2 _____ (initials) Addendum #3 _____ (initials)

Addendum #4 _____ (initials) Addendum #5 _____ (initials) Addendum #6 _____ (initials)

ATTEST: (if Corporation)

(Corporation Seal)

Company Name

Signature

Address

Name

City, State, Zip

Title

BID CERTIFICATION

The undersigned certifies that they are familiar with the various State and local laws affecting labor, length of working days, employer's liabilities, Sunday work, alien labor, domestic materials, Subcontractors, etc.

It is understood and agreed that the work under the contract will be commenced by the undersigned Bidder, if awarded the contract, within ten (10) calendar days from the date in the Notice to Proceed and will be completed by the Contractor in the time set forth in the **CONTRACT**.

Enclosed find Bidders bond or certified or cashier's check No. _____ on the _____ Bank, in the amount of _____ which is not less than ten percent (10%) of the Bid submitted by the undersigned, made payable to the City of Redlands, California and which is given as a guarantee that the Bidder agrees that in case of their default in executing said contract with necessary bonds, the bond or check accompanying this Bid and the money made payable shall become and remain the property of the City of Redlands.

It is understood and agreed that the City of Redlands has the right to waive defects or irregularities and to accept or reject any or all Bids. No Bidder may withdraw their Bid for a period of sixty (60) days after the time of the Bid Opening except as allowed by the California Public Contract Code.

The following information, required by State law under penalty of perjury, is true and correct. Failure to complete this information renders the bid non-responsive, and the bid must be rejected.

Company Name

Signature

Address

Signatory's Title

City, State, Zip

State License Number and Class

Telephone Number

License Expiration Date

Dated this _____ day of _____, 20__.

BID BOND

KNOW ALL PERSONS BY THESE PRESENTS,

That _____ as Principal, and _____ as Surety, are held and firmly bound unto the City of Redlands, hereinafter called City, in the sum of _____ dollars, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has submitted a bid to said City to perform all work required under the Project No. 501068.

NOW, THEREFORE, if said Principal is awarded a contract by said City and, within the time and in the manner required under the heading "Instructions to Bidders" bound with said Specifications, enters into a written contract on the form of agreement bound with said Specifications and furnishes the required bonds, one to guarantee faithful performance and the other to guarantee payment for labor and materials; then this obligations shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by said City and Judgment is recovered, said Surety shall pay all costs incurred by said City in such suit, including a reasonable attorney's fee to be fixed by the court.

SIGNED AND SEALED, this _____ day of _____, 20____.

(Principal) (SEAL)

(Surety) (SEAL)

By: _____
(Signature)

By: _____
(Signature)

Address: _____

Telephone (____) _____

(Seal and Notarial Acknowledgment of Surety)

**STATEMENT BY BIDDER
OFFICERS OF CORPORATION (Members of Firm)**

The names of all persons interested in the foregoing proposals as principals, are as follows: (IMPORTANT NOTICE - if Bidder or other interested person is a corporation, state legal name of corporation, also names of the president, secretary, treasurer and manager thereof; if a co-partnership, state true name of firm, also names of all individual co-partners composing firm; if Bidder or other interested person is an individual, state first and last names in full).

Licensed in accordance with an act providing for the Registration of Contractors, License

No. _____.

Signature of Bidder _____ Dated _____

NOTE: If Bidder is a corporation, the legal name of the corporation shall be set forth above, together with the signature of the officer(s) authorized to sign contracts on behalf of the corporation; if Bidder is a co-partnership, the true name of the firm shall be set forth above, together with the signature of the partner or partners authorized to sign contracts in behalf of the co-partnership, and if the Bidder is an individual, that signature shall be placed above.

**STATEMENT BY BIDDER
SUB-CONTRACTORS LIST**

Bidder supplies the following information for any Subcontractor who will perform work or labor or render services to the prime contractor, etc. to be used on Project No. 501068, all in accordance with Section 4104 of the California Public Contract Code.

LICENSED SUBCONTRACTOR'S NAME AND BUSINESS ADDRESS	LICENSE #	SPECIFIC DESCRIPTION OF SUBCONTRACT & BID ITEM #	% OF BID ITEM TO BE PERFORMED

**STATEMENT BY BIDDER
QUALIFICATION AND EXPERIENCE STATEMENT**

The following outline is a record of the undersigned Bidder's experience in construction of three (3) projects of a type similar in magnitude and character to that contemplated under Project No. 501068 within the past two years. Include the location of each project as well as the name, address, and phone number of the owner, and name of individual to contact.

Subcontractors performing in excess of one half of one percent of the prime Contractor's total bid, or in the construction of streets or highways, one half of one percent of the prime contractor's total bid or ten thousand dollars (\$10,000), whichever is greater shall provide a similar outline. Additional pages outlining this portion of the Bid may be attached. Failure to provide this statement may result in rejection of the bid by the City of Redlands.

1. Owner's Name: _____
Contact Person: _____ Phone: (____) _____
Address of Owner: _____
Project Description: _____

Amount of Contract: _____ Completion Date: _____

2. Owner's Name: _____
Contact Person: _____ Phone: (____) _____
Address of Owner: _____
Project Description: _____

Amount of Contract: _____ Completion Date: _____

3. Owner's Name: _____
Contact Person: _____ Phone: (____) _____
Address of Owner: _____
Project Description: _____

Amount of Contract: _____ Completion Date: _____

**STATEMENT BY BIDDER
GENERAL INFORMATION**

1. Bidder's Mailing Address _____

2. Number of years engaged in the contracting business under your present firm or trade name:

3. Have you ever failed to complete any work awarded to you? (Yes or No) _____. If yes, provide details in the space provided in Item 10.

4. Have you ever defaulted on a contract? (Yes or No) _____. If yes, provide details in the space provided in Item 10.

5. Have you ever been a party to a lawsuit or gone to arbitration during the last 5 years? (Yes or No) _____. If yes, provide details in the space provided in Item 10.

6. Has any Stop Notice been filed against you during the last 5 years? (Yes or No) _____. If yes, provide details in the space provided in Item 10.

7. Has your contractor's license ever been suspended, revoked, or subject to disciplinary action? (Yes or No) _____. If yes, provide details in the space provided in Item 10.

8. Contracts currently on hand:

Agency Name	Amount of Contract	Start Date	Completion Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

9. Enter the name of person(s) who inspected the site of the proposed work for your firm and the date of said site inspection.

Name: _____ Date: _____

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**CONTRACT DOCUMENTS
(CD)**

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PUBLIC WORK CONSTRUCTION CONTRACT

This Public Work Construction contract ("Contract") is made and entered into this ___ day of _____, 2025, by and between the City of Redlands, a municipal corporation, organized and existing under the laws of the State of California (hereinafter "City"), and _____ (hereinafter "Contractor"). City and Contractor are sometimes individually referred to herein as a "Party" and, together, as the "Parties."

In consideration of the mutual promises contained herein, City and Contractor agree as follows:

1. **SCOPE OF WORK:** Contractor shall furnish all materials and will perform all of the work for the following: 2025 CIP Water Pipeline Replacement Project, Project No. 501068, complete all items as required by the Contract Documents (as herein defined) and Specifications for City's 2025 CIP Water Pipeline Replacement Project, Project No. 501068 (the "Work").
2. **CONTRACT SUM:** City shall pay Contractor the sum of _____ dollars (\$_____) as consideration for its performance of the Work in accordance with the terms and conditions set forth in the Contract Documents. Pursuant to Public Contract Code Section 22300, Contractor has the option to deposit securities with an escrow agent as a substitute for retention of earnings required to be withheld by City pursuant to an escrow agreement as set forth in Public Contract Code section 22300.
3. **TIME FOR COMPLETION:** The Work shall be completed within one hundred (100) working day(s) as defined in Section 1-2 of the Standard Specifications for Public Works Construction "Greenbook" from and after the date of City's issuance of a Notice to Proceed to Contractor.
4. **LIQUIDATED DAMAGES:** Contractor's failure to complete the Work within the time allowed will result in damages being sustained by City. Such damages are, and will continue to be, impracticable and extremely difficult to determine. Accordingly, Contractor shall pay to City, or have withheld from monies due to Contractor, the sum of five hundred dollars (\$500) for each working day as defined in Section 1-2 of the Standard Specifications for Public Works Construction "Greenbook" in excess of the specified time for completion of the Work. Execution of this Contract shall constitute agreement by City and Contractor that five hundred dollars (\$500) per day is the estimated damage to City caused by the failure of Contractor to complete the work within the allowed time. Such sum is liquidated damages and shall not be construed as a penalty, and may be deducted from payments due Contractor if such delay occurs.
5. **CONTRACT DOCUMENTS:** This Contract incorporates by reference the following: Notice Inviting Bids, Instructions to Bidders, Contractor's Proposal, Bid Bond, Agreement, Performance Bond, Labor and Material Bond, Plans, General Conditions, Special Provisions and Specifications, and any addenda thereto (collectively, the "Contract Documents").
6. **ATTORNEYS' FEES:** In the event any action is commenced to enforce or interpret the terms or conditions of this Contract, or the Contract Documents, the prevailing Party in such action, in addition to any costs and other relief, shall be entitled to recover its reasonable attorneys' fees, including fees for use of in-house counsel by a Party.
7. **RESOLUTION OF CONSTRUCTION CLAIMS:** Claims by Contractor in the amount of three hundred seventy five thousand dollars (\$375,000) or less shall be made by Contractor and processed by the City pursuant to the provisions of Part 3, Chapter 1, Article 1.5 of the Public

processed by the City pursuant to the provisions of Part 3, Chapter 1, Article 1.5 of the Public Contract Code (commencing with Section 20104). All claims shall be in writing and include the documents necessary to substantiate the claim. Nothing in subdivision (a) of Public Contract Code Section 20104.2 shall extend the time limit or supersede the notice requirements provided in this case from filing claims by Contractor.

8. **ELIGIBILITY OF CONTRACTOR/SUBCONTRACTOR:** Contractor and all of its subcontractors shall abide by California Public Contract Code, Section 6109, and California Labor Code Sections 1777.1 and/or 1777.7, and certify that they are not debarred and are eligible to work on this project.
9. **ASSIGNMENT OF AGREEMENT:** No assignment by a Party of any rights or interests under this Contract shall be binding on another Party without the written consent of the Party sought to be bound.
10. **SUCCESSORS AND ASSIGNS:** City and Contractor each binds itself and their respective successors and assigns in respect to all covenants, agreements, and obligations contained in the Contract Documents.
11. **SEVERABILITY:** Any provision or part of the Contract Documents held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon City and Contractor.

IN WITNESS WHEREOF, the Parties hereto have executed this Contract the day and year first written above.

CITY OF REDLANDS

(SEAL)

By: _____
Mario Saucedo, Mayor

ATTEST:

Jeanne Donaldson, City Clerk

(SEAL)

Name of Contractor

By: _____
Signature of Authorized Agent

Title

Signature of Authorized Agent (if necessary)

Title

Contractor's License No.

WORKER'S COMPENSATION INSURANCE CERTIFICATION

Description of Contract: City of Redlands
 Municipal Utilities and Engineering Department
 2025 CIP Water Pipeline Replacement Project
 Project No. 501068

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

- a. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- b. By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____ I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____ I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

Dated this _____ day of _____, 2025.

(Contractor)

(Signature)

(Official Title)

(SEAL)

(Labor Code Section 1861 provides that the above certificate must be signed and filed by the Contractor with the Owner prior to performing the work of the contract.)

FAITHFUL PERFORMANCE BOND

Whereas, the City of Redlands ("City"), State of California, and _____ (hereinafter designated as "Principal") have entered into an agreement dated _____, 2025 ("Agreement") whereby Principal agrees to install and complete certain public improvements (the "Work"), which said Agreement is identified as _____ and is hereby referred to and made a part hereof; and

Whereas, said Principal is required under the terms of the Agreement to furnish a bond for the faithful performance of the Work, now, therefore, we, the Principal and, _____, as Surety, are held and firmly bound unto the City in the penal sum of _____ dollars (\$ _____) lawful money of the United States, for the payment of which sum we bind ourselves, and our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that if the above bounded Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the Agreement and any alteration thereof made as therein provided, on his or its part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall faithfully fulfill the one-year guarantee of all materials and workmanship, and shall defend, indemnify and save harmless the City and its elected officials, officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorneys' fees, incurred by the City in successfully enforcing such obligations, all to be taxed as costs and included in the judgment rendered.

As a condition precedent to the satisfactory completion of the Work, the above obligation shall hold good for a period of one (1) year or longer if required by the Agreement after the acceptance of the work by the City, during which time if the Principal shall fail to make full, complete, and satisfactory repair and replacements and totally protect the City from loss or damage made evident during this period from the date of completion of the Work, and resulting from or caused by defective materials or faulty workmanship, the above obligation in penal sum thereof shall remain in full force and effect. The obligations of Surety hereunder shall continue so long as any obligation of the Principal remains.

Whenever the Principal shall be, and is declared by the City to be, in default under the Agreement, the City having performed the City obligations thereunder, the Surety shall promptly remedy the default, or shall promptly, at the City's option:

1. Complete the Work in accordance with its terms and conditions; or
2. Obtain a bid or bids for completing the Work in accordance with its terms and conditions, and upon determination by Surety of the lowest responsive and responsible bidder, arrange for a contract between such bidder and the City, and make available as work progresses sufficient funds to pay the cost of completion of the Work less the balance of the Agreement price, but not exceeding, including other costs and damages for which Surety may be liable hereunder, the

amount set forth above. The term “balance of the Agreement price,” as used in this paragraph, shall mean the total amount payable to the Principal by the City under the Agreement and any modifications thereto, less the amount previously properly paid by the City to the Principal.

Surety expressly agrees that the City may reject any contractor or subcontractor which may be proposed by Surety in fulfillment of its obligations in the event of default by the Principal.

Surety shall not utilize the Principal in completing the Work nor shall Surety accept a bid from the Principal for completion of the Work if the City, when declaring the Principal in default, notifies Surety of the City’s objection to the Principal’s further participation in the completion of the Work.

No right of action shall accrue on the bond to or for the use of any person or corporation other than the City named herein or the successors or assigns of the City. Any suit under this bond must be instituted within the applicable statute of limitations period.

The said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or to the work to be performed thereunder or the Specifications accompanying the same shall in any way affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Agreement or to the work or to the specifications.

No final settlement between the City and the Principal shall abridge the right of any beneficiary hereunder whose claim may be unsatisfied.

The Principal and Surety agree that if the City is required to engage the services of any attorney in connection with the enforcement of this bond, each shall pay the City’s reasonable attorneys’ fees incurred, with or without suit, in addition to the above sum.

In witness whereof, this instrument has been duly executed by the Principal and Surety above named, on _____, 2025.

(SEAL)

(SEAL)

(Contractor)

(Signature)

(Surety)
BY: _____
(Signature)

Address: _____

Telephone () _____

(Seal and Notarial Acknowledgment of Surety)

LABOR AND MATERIAL BOND

Whereas, the City Council of the City of Redlands, State of California, and _____ (hereinafter designated as "Principal") have entered into an agreement (the "Agreement") whereby Principal agrees to install and complete certain designated public improvements (the "Work"), which said agreement, dated _____, 2025, and identified as 2025 CIP Water Pipeline Replacement Project, Project No. 501068 is hereby referred to and made a part hereof; and

Whereas, under the terms of the Agreement, Principal is required before commencing the performance of the Work, to file a good and sufficient Labor and Material bond with the City of Redlands to secure the claims to which reference is made in Title 3 (commencing with Section 9550) of Part 6 of Division 4 of the Civil Code of the State of California.

Now, therefore, said Principal and the undersigned as corporate surety, are held firmly bound unto the City and all contractors, subcontractors, laborers, material men and other persons employed in the performance of the Agreement and referred to in the aforesaid Code of Civil Procedure in the sum of _____ dollars (\$_____) for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to such work or labor, that said surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorneys' fees, incurred by the City in successfully enforcing such obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this bond shall insure to the benefit of any and all persons, companies and corporations entitled to file claims under Title 3 (commencing with Section 9550) of Part 6 of Division 4 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void, otherwise it shall be and remain in full force and effect.

The surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or the specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition.

In witness whereof, this instrument has been duly executed by the Principal and surety above named, on _____, 2025.

(SEAL)

(SEAL)

(Contractor)

(Surety)

(Signature)

BY: _____

(Signature)

(Seal and Notarial Acknowledgement of Surety)

Address: _____

Telephone: () _____

**GENERAL CONDITIONS
(GC)**

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GENERAL CONDITIONS

The Standard Specifications for Public Works Constructions, 2021 Edition (Greenbook), together with supplements as published by Building News, Inc., are modified herein and comprise the Standard Specifications. For convenience, the section and subsection numbering system used in these modifications correspond to those used in the Greenbook. Unless specifically deleted or modified herein, all requirements of the Greenbook shall prevail.

SECTION 1 – GENERAL, TERMS, DEFINITIONS, ABBREVIATIONS, UNITS OF MEASURE, AND SYMBOLS

1-2 TERMS AND DEFINITIONS.

Agency - *Amend as follows:*

“The legal entity (City) for which the Work is being performed.”

Bidder - *Amend as follows:*

“Any individual, firm, partnership, corporation, or combination thereof, licensed in accordance with the provisions of Chapter 9, Division III of the Business and Professions Code, submitting a Bid for the Work, acting directly or through a duly authorized representative.”

City. The City of Redlands, San Bernardino County, California, being the legal entity for which the Work is being performed. Also referred to as Agency or Owner.

City Council. The City Council of the City of Redlands, San Bernardino County, California, being the body authorizing entrance into legal agreements and allowing work in public right-of-way or on public property controlled by the City of Redlands. Also referred to as Board.

Engineer - *Amend as follows:*

“The City Engineer of the Agency, or other person designated by the City Engineer, acting either directly or through authorized agents.”

Fabricated. An item specifically assembled or made out of selected materials to meet individual design requirements.

Guarantee. See Warranty.

Laboratory. The designated laboratory authorized by the City of Redlands to test materials and work involved in the Contract.

Manufactured. A standard mass-produced unit or item meeting design requirements.

Owner. The City of Redlands, San Bernardino County, California.

Pavement. The uppermost layer of material placed on the traveled way or shoulder. Also referred to as surfacing.

Rain Day. A scheduled working day when you cannot perform work on the controlling activity for at least 50 percent of the day with at least 50 percent of the normal labor and equipment due to adverse weather-related conditions that cause the Contractor to dismiss the crew.

Street - *Delete and replace with the following:*

“Any road, highway, parkway, freeway, avenue, street, lane, alley, crossing, intersection, court, place, circle, walk, way, or any public right-of-way within the jurisdiction of the Agency.”

Surety - *Delete and replace with the following:*

“An admitted corporate surety as listed by the United States Department of Treasury and duly licensed to conduct business in the State of California and County of San Bernardino and acceptable to the City of Redlands, bound with and for the Contractor for the acceptable performance, execution, and completion of the Work, and for the satisfaction of all obligations incurred.”

Warranty. An extended insurance by the Contractor, of any product or item of work installed as a part of this project for replacement and/or repair for the time period specified, including but not limited to, all parts, labor, materials, tools, equipment costs, etc. necessary for the product or item of work to be in proper and acceptable working condition after completion of the project. For the purposes of this Contract, the period of coverage shall begin on the date of the Notice of Completion filed by the Owner.

Working Hours. Unless specified otherwise, working hours shall be from 7:00 AM to 4:00 PM, Monday through Friday, inclusive. Saturdays, Sundays, and City Holidays, as shown on the current year Construction Schedule, are excluded unless authorized by the City.

1-7.2 CONTRACT BONDS. - *Add the following sentence to paragraph 1:*

The warranty provisions set forth in Section 7-18 shall be secured by the Contract Performance Bond required under this section and said Bond shall remain in full force and effect for a period of one year from the date of completion as specified in the Notice of Completion.

SECTION 2 - SCOPE OF THE WORK

2-2 PERMITS. - *Amend the following:*

Amend the first sentence of paragraph 1 as follows:

“The Contractor will obtain all permits necessary to perform the work in streets, highways, railways or other rights-of-way.”

Add the following sentence between the first and second sentences of paragraph 1:

For all work within Caltrans right-of-way, the Contractor shall obtain their own Caltrans Encroachment Permit and pay all necessary permit and inspection fees as required by Caltrans.

Add the following paragraph:

The Contractor shall, prior to the start of work, procure all permits and licenses, including but not limited to, a City Business License for itself, subcontractors, and all parties performing actions associated with this contract within the City of Redlands, City Truck Route Permit, City Street/Lane Closure Permit, City Encroachment Permit, USA Verification Number, DOSH Excavation Permit, other permits required by agencies and/or utilities having jurisdiction on the work, pay all charges and fees required by the City, other agencies and utilities, and give all notices necessary and incidental to the due and lawful prosecution of the work. All City permits associated with this project are no fee to the Contractor.

SECTION 3 - CONTROL OF THE WORK

3-7 CONTRACT DOCUMENTS.

3-7.1 General. – *Add the following paragraphs:*

Contractor's working drawings or plans for any structure not included in the plans shall be approved by the Engineer before any work is performed. It is mutually agreed that approval by the Engineer of the Contractor's working plans does not relieve the Contractor of any responsibility for accuracy of dimensions and details, and that the Contractor shall be responsible for agreement and conformity of their working plans with the approved plans and specifications.

Finished surfaces in all cases shall conform with the lines, grades, cross sections, and dimensions shown on the approved plans. Deviations from the approved plans will be determined by the Engineer and approved in writing. In the event of a discrepancy between any drawing and the figures written thereon, the figures shall be taken as correct.

Should it appear that the work to be done or any matter thereto is not sufficiently detailed or explained by the plans and specification, the Contractor shall apply to the Engineer for such further explanation as may be necessary and shall conform to such explanation or interpretation as part of the Contract so far as may be consistent with the intent of the original plans and specifications.

3-7.1.1 Preconstruction Meeting. The Contractor to whom the contract is awarded, and all his major subcontractors, shall attend a pre-construction meeting. The time and location of said meeting will be set by the City. Contractor will be given adequate notice of such meeting. It shall be the Contractor's responsibility to notify his subcontractors of the time and location of the meeting. All submittals as required under the General Requirements shall be submitted by the Contractor at the time of the meeting.

The Contractor will be provided with an electronic (.PDF file) of the conformed plans and specifications for their use throughout the project. Contractor is responsible for all costs of reproduction.

Progress meetings will be scheduled by the City. The Contractor will be given at least five working days notice of the time and location of said meetings. The Contractor has the responsibility of notifying his subcontractors, suppliers, and fabricators of the time and location of said meetings. Meetings will be held either at the job site, at the offices of the City of Redlands, or at any other

location approved by the City. The Contractor may request, in writing, that a meeting be held. The City will schedule a meeting at the Contractor's request not more than five working days after receiving said written notice.

3-7.2 Precedence of Contract Documents. – *Replace paragraph 2 with the following:*

The precedence shall be (A. being highest, O. being lowest):

- A. Permits from other Agencies as may be required by law.
- B. Change Orders.
- C. Contract.
- D. Addenda.
- E. Bid Schedule/Proposal.
- F. General Requirements.
- G. Technical Specifications.
- H. Plans.
- I. MUED General Permit Conditions and Trench Specifications.
- J. City of Redlands Water & Sewer Systems Standard Specifications.
- K. General Conditions.
- L. City of Redlands Standard Specifications and Detail Drawings for Design and Construction of Public Improvements and all Supplements
- M. Standard Specifications for Public Works Construction (SSPWC), 2018 Edition
- N. Standard Plans for Public Works Construction, 2012 Edition
- O. Reference Specifications.

3-8.7 Record Drawings. The Contractor shall maintain at the job site, a set of record drawings for the work showing: exact location information of all existing underground utilities encountered, final locations determined in the field, any deviations from the plans and specifications and new work performed within the work area; and all differences between the work as drawn and as installed for all concealed work as well as work added which is not shown on the drawings. Concealed work shall mean all work installed underground or in an area which cannot be readily inspected by use of access panels, inspection plates or other removable features. When vacuum excavation (potholing) services are required, contractor to provide report that identifies depth and alignment of underground utilities.

These record drawings shall be kept current and legible, and shall be available for inspection at all times by the Engineer, Architect and Contractor. All information, changes in the work or work added on these record drawings shall be marked in red. All markings shall use the same legends that are used on the drawings. Indicate locations by exact dimensions and elevations. Give dimensions and elevations from a permanent reference point and prepare all changes to scale.

At the end of construction, the contractor shall prepare one set of marked-up prints of the record drawings indicating any and all revisions and changes to the drawings reflecting As-Built conditions. The drawings shall also contain a listing of all subcontractors who worked on the construction project. The As-Built drawings will be submitted to the Municipal Utilities and Engineering Department for review and approval by the City Inspector and Engineer.

The design engineer or City staff shall prepare the final As-Built drawings for record purposes in one of the following two ways: (1) Check out the original drawings from the City and manually revise the

drawings to reflect the As-Built condition; or (2) Re-plot the original drawings electronically on 4 mil mylars and make revisions electronically to reflect the As-Built conditions. The final As-Built drawings will be reviewed and approved by the City Inspector and Engineer

The construction related bonds will not be released by the City until the As-Built drawings are accepted by the Engineer and all City stipulated conditions for the release of the bonds have been satisfied.

3-10 SURVEYING.

3-10.3 Line and Grade. - *Add the following sentences to paragraph 1:*

All distances and measurements shown are and will be made in a horizontal plane. Construction line and grade staking shall be set at maximum intervals of 25 feet when the grade is 0.50 percent or greater. Construction line and grade staking shall be set at maximum intervals of 12 feet when the grade is less than 0.50 percent.

3-10.4 Permanent Survey Markers.

The Registered (licensed) Land Surveyor or Registered Civil Engineer authorized to practice land surveying in accordance with all provisions of Section 8771 of the Business and Profession Code shall be hired as a subcontractor or employed by the Contractor.

3-10.5 Survey Service.

Contractor shall be responsible for: furnishing all surveying and staking, horizontal and vertical, as shown on the plans and in accordance with the specifications; furnishing all staking for sub-grade and base course grades per typical sections; replacing any existing monuments and ties which have been destroyed by construction; identifying, locating and tying out all monuments and ties necessary within the work area; and shall reinstall all disturbed monuments and ties, supplying the Engineer with copies of monument and tie sheets recorded with the County Surveyor in accordance with applicable State law. Monuments shall be approved by the Engineer.

Surveying and staking shall be done by a Registered (licensed) Land Surveyor or Registered Civil Engineer authorized to practice land surveying in accordance with all provisions of Section 8771 of the Business and Professions Code.

Unless otherwise specified, stakes will be set and stationed by the Contractor's surveyor for curbs, headers, sewers, storm drains, structures, rough grade and all other staking necessary for the construction of the work. A corresponding cut or fill to finished grade (or flowline) will be indicated on a grade sheet to be supplied to the Engineer. The Contractor shall dig all holes necessary for line and grade stakes.

3-13 COMPLETION, ACCEPTANCE, AND WARRANTY.

3-13.2 Acceptance. - *Add the following paragraphs:*

The Contractor shall submit written assertion that the work has been completed prior to the Engineer making final inspection. The Engineer will have 48 hours to inspect the work. If the Engineer determines that the work is not complete, written notice will be given.

Until final acceptance of work by the Engineer, the Contractor shall have charge and care thereof from damage caused by the action of the elements or from any other cause, whether arising from the execution or from the non-execution of the work. The Contractor shall rebuild, repair, restore, and make good all injuries or damage to any portion of the work occasioned by any of the above causes before final acceptance and shall bear the expense thereof.

All work which has been rejected shall be remedied or removed and replaced by the Contractor at their expense with work conforming to the plans and specifications. Any defective material or workmanship which may be discovered before final acceptance or within one year from the date of final acceptance shall be immediately corrected by the Contractor at their expense, notwithstanding that it may have been overlooked in previous inspections and estimates. Failure to inspect work at any stage shall not relieve the Contractor from any obligation to perform sound and reliable work as herein described. It is the Contractor's ultimate responsibility to deliver a complete, operational project that complies in all details with these specifications, at the time of final acceptance.

Any omission or failure on the part of the City to discover or notify the Contractor of or to condemn defective work or material at the time of construction shall not be deemed as acceptance, and the Contractor will be required to correct defective work or material prior to final acceptance.

The City will endeavor to locate any errors or defective materials or workmanship and call them to the attention of the Contractor prior to subsequent work being performed. However, the City is under no obligation to do so and shall not be held liable because errors or defective material or workmanship by the Contractor are not discovered prior to subsequent work.

Nothing in this section shall be construed to limit the rights of the City to immediately correct conditions which are unsafe or which pose a public health nuisance. Should said corrections later be found to be caused by defective material and/or workmanship, the Contractor and their surety shall reimburse the City for costs reasonably incurred while attending the situation.

In the event it is necessary for the City to file suit to enforce any liability of the Contractor pursuant to this Section, the City shall be entitled to recover from the Contractor, in addition to all other amounts found due and owing, costs of suit and reasonable expenses and fees including reasonable attorneys' fees incurred by the City in successfully enforcing the Contractor's obligation, all to be taxed as costs and included in any judgment rendered.

3-13.3 Warranty. - *Amend the following:*

Amend the first sentence of the paragraph 3:

“The warranty period for specific items covered under manufacturers’ or suppliers’ warranties shall commence from the date of the final acceptance, except where longer warranty periods are specified.”

Add the following paragraphs:

All start-up and testing shall be complete, approved and accepted before final acceptance, substantial completion, or beneficial occupancy.

The warranty provided herein shall not be in lieu of, but shall be in addition to any warranties or other obligations otherwise imposed by the specifications or by law. The remedies provided herein shall not be exclusive and the City shall be entitled to any and all remedies provided by law.

3-14 INSPECTION.

The Contractor shall notify the Engineer at least 24 hours in advance before inspection is required. Whenever the Contractor varies the period during which work is carried on each day, due notice shall be given to the Engineer so that proper inspection may be provided. Varied working hours may be allowed only upon written authorization from the Engineer.

Work financed in whole or in part with funds from another public entity or performed within the jurisdiction of another public entity shall be subject to inspection at all times by authorized representatives of that entity.

The work shall be ready for inspection, whether by City, other public entities or independent testing laboratories, at the scheduled times arranged by the Contractor. If, in the City's sole judgment, the work is not ready and the inspection must be rescheduled, the Contractor shall be notified. The Contractor shall reschedule the inspection and provide the proper 24 hour notification for the rescheduled inspection. Any costs incurred by the City for rescheduled inspections shall be reimbursed prior to the release of Bonds.

In order to allow for inspection, the Contractor shall notify the City's inspector sufficiently in advance of the permanent concealment of any materials or work. The City's inspector shall make the appropriate notifications to other public entities and independent testing laboratories for inspections. All inspections required in the specifications for this project shall be coordinated through the City's inspector.

If any work is concealed or performed without the prior notice specified, the work shall be subject to such tests or exposure as may be necessary to prove to the City, Architect and Engineer, that the materials used and the work performed are in conformity with the drawings and specifications. All labor, tools, materials and equipment necessary for exposing and testing shall be furnished by the Contractor at their expense. The Contractor shall replace at their expense, any materials or work damaged by exposure or testing.

Overtime inspection may be requested by the Contractor. Overtime inspection includes but is not limited to, any hours worked outside of the inspector's normal working hours including weekends and holidays. Such requests shall be on a case-by-case basis as determined by the Engineer. If the Engineer so determines and approves, overtime inspection shall be paid for by the Contractor at the current City billing rate at the time of request or as billed by other public entities or independent testing laboratories. Any costs incurred by the City for overtime inspection shall be reimbursed prior to the release of Bonds.

SECTION 4 - CONTROL OF MATERIALS

4-1 GENERAL. - *Delete and replace with the following:*

Should any work performed or material furnished under the Contract prove defective or not in accordance with the Plans and Specifications and in the opinion of the Engineer such defect is not of sufficient magnitude or importance to make the work dangerous or unusable, or if the removal of such work is impracticable or will create dangerous or undesirable conditions, the Engineer at his discretion shall have the right and authority to retain such work instead of requiring it to be removed and reconstructed, but he shall make such deductions therefore in the payment due the Contractor as may be just and reasonable.

4-1.1 Warranty of Title. No materials, supplies or equipment for the work under this Contract shall be purchased subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest therein or any part thereof is retained by the seller or supplier. The Contractor warrants clear and good title to all materials supplied and equipment installed and incorporated in the work and agrees, upon completion of all work, to deliver the premises, together with all improvements and appurtenances constructed or placed thereon by him, to the Owner free from any claims, liens, encumbrances or charges, and further agrees that neither he nor any person, firm, or corporation furnishing any material or labor for work covered by the Contract shall have any right to a lien upon the premises or any improvement or appurtenance thereon, provided that this shall not preclude the Contractor from installing metering devices or other equipment of utility companies the title of which is commonly retained by the utility company. Nothing contained in this article, however, shall defeat or impair the right of such persons furnishing materials or labor under any bond given by the Contractor for their protection, or any right under any law permitting such persons to look to funds due the Contractor, which are in the hands of the Owner.

4-1.2 Clayton Act. In submitting a bid to the City, if the bid is accepted the Contractor agrees it will assign to the City all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act (chapter 2 [commencing with Section 16700] of Part 2 Division 7 of the Business and Professionals Code), arising from purchases of goods, materials, or services by the Bidder for sale to the City pursuant to the bid. Such assignment shall be made and become effective at the time the City tenders final payment to the Bidder.

SECTION 5 – LEGAL RELATIONS AND RESPONSIBILITIES

5-1.1 CONTRACTOR'S EQUIPMENT AND FACILITIES.

A noise level limit of 86 dbA at a distance of 15 m (50 feet) shall apply to all construction equipment on or related to the work whether owned by the Contractor or not. The use of excessively loud warning signals shall be avoided, except in those cases required for the protection of personnel.

5-1.2 General.

The enclosed toilets required by this section shall be located within an approved yard, if one is acquired by the Contractor. If a yard is not acquired by the Contractor or the project is not within a City owned property, the toilets must be installed on a trailer and removed from the jobsite each day. At no times shall toilets be stored within the public right of way outside of working hours.

5-3 LABOR. - Amend the following:

5-3.1 General. - *Add the following paragraphs:*

Employment of apprentices are required on projects of \$30,000 or more. Provisions in Sections 1777.5 of the California Labor Code fixes responsibility of compliance with that section for all apprenticeable occupations with the Contractor. Section 1777.5 provides that the Contractor and every Subcontractor shall submit contract award information to the applicable joint apprenticeship committee. One apprentice hour for every five journeymen hours worked is the minimum State requirement applicable to each apprenticeable trade. Section 1777.7 of said Labor Code provides that the Contractor shall forfeit as a civil penalty the sum of one hundred dollars (\$100.00) for each calendar day of noncompliance with provision of said Section 1777.5.

The Contractor will observe all applicable health and safety requirements, including, but not limited to the California and Federal Occupational Safety and Health Acts. The Contractor shall submit for review by the City a Site Specific Health and Safety Plan prior to the commencement of construction activities. This Plan shall meet or exceed the requirements of 29 CFR 1910.120.

5-3.2 Prevailing Wages. - *Add the following paragraphs:*

Contractors are hereby notified that pursuant to Section 1770 of the Labor Code of the State of California, the City Council of the City of Redlands, California, by Resolution No. 2326, has ascertained the general prevailing rate of hourly wages and rates for legal holidays and overtime work in the locality where this work is to be performed, for each craft or type of workman or mechanic needed to execute the Contract which will be awarded to the successful Bidder. The Contractor shall comply with Sections 1770 to 1780 inclusive of the Labor Code and Master Labor Agreement of Southern California.

The Contractor and each of his subcontractors shall pay each of his employees engaged in work on the project under this Contract in full less legally required deductions and also deductions made pursuant to the regulations prescribed under the so-called "Kick- Back Statute" (48 Sta. 948; U.S.C. 875; 40 U.S.C. 276c).

In accordance with Section 1775 of the California Labor code, Contractor shall forfeit to City, as a penalty, a minimum of \$40 for each day, or portion thereof, and a maximum of \$200 for each day, or portion thereof, for each worker paid, either by Contractor, or any subcontractor, less than the prevailing rates as determined by the Director of the California Department of Industrial Relations for the work.

Contractor further agrees to fully comply with all applicable provisions of the California Labor Code including but not limited to Sections 1771, 1775, 1776, 1777.5, 1813 and 1815. Failure to abide by prevailing wages and laws by Contractor will be enforced.

The Contractor or subcontractor shall, as a penalty, to the State or political subdivision on whose behalf the contract is made or awarded forfeit twenty-five (\$25) dollars for each worker employed in the execution of the contract by the respective contractor or subcontractor for each calendar day during which the worker is required or permitted to work more than 8 hours in any calendar day and 40 hours in any calendar work in violation of Labor Code section 1813.

5-3.3 Payroll Records. - *Delete and replace with the following:*

The contractor and subcontractors shall submit electronic certified payroll on a weekly basis to the City of Redlands through LCPtracker. LCPtracker is a web-based labor compliance management system. The Prime Contractor and Subcontractors and lower-tier Subcontractors will receive an email from LCPtracker providing their log-on identification and temporary password. The Contractors will need to follow the instructions in the email to set-up their permanent password and activate their account. Once their account is setup, LCPtracker Inc. provides either computer based or web based training. Training can be accessed via the "Book Now" button located under the "Projects" tab. The prime contractor shall submit their certified payroll, along with any subcontractor who is performing any labor, on a weekly basis. The prime contractor is responsible for all communication with their subcontractors and shall submit their subcontractor's certified payroll as part of their weekly payroll packet. All labor compliance correspondence and submissions will be made through the LCPtracker software.

All certified payroll shall be submitted no later than 7 days from the close of the pay period. The payroll records shall set out accurately and completely the name, social security number, classification and hourly wage rate of each employee, hours worked by employee during the payroll period and a full weekly wages and the actual weekly wages paid to the employee. Such certified payroll records shall be made available at all time for inspection by the City, the Department of Industrial Relations, the Department of Labor or authorized representatives within ten days of request. The contractor and subcontractor shall preserve weekly payroll records for a period of three (3) years from the date of completion of the Contract. In case on noncompliance with said Section 1776 and after a ten-day period following receipt of written notice, the Contractor shall forfeit to the California Department of Industrial Relations one hundred dollars (\$100.00) for each calendar day or portion thereof, for each worker in non-compliance, until compliance is effectuated.

In order to meet labor compliance requirements, all contractors will be required to complete eDocuments which are accessed, submitted and approved through LCPtracker. All eDocuments are required to be signed by an owner/officer or authorized signer. The Prime Contractor and each Subcontractor and every lower-tier Subcontractor and any Vendors subject to this provision shall comply with Title 8, Section 16404 of the California Code of Regulations.

A Fringe Benefit Statement shall be submitted with the first payroll and is required for both the prime contractor and any subcontractors. A new Fringe Benefit Statement will be required when general determinations are issued in February and August. Please refer to the DIR website for additional details. Any weeks where no work was performed must be represented by the submittal of a Statement of Non-Performance covering the 7 day pay period where no hours were worked on the site. Final payroll on the project should state "Final" on the certified payroll, and must be marked as such in the LCPtracker system.

Failure by the Contractor to comply with the aforementioned requirements shall result in withheld progress payments until such time certified payroll documents have been received, reviewed, and accepted by the City. The City reserves the right to seek assistance from the State Department of Industrial Relations in determining the acceptability of certified payroll submittals before release of withheld progress payments. Prior to the release of retention monies, all certified payroll must be submitted on the project and any outstanding issues that may have occurred throughout the project must be resolved.

5-4 INSURANCE. - *Delete Section 5-4.1, Section 5-4.2 and replace with the following:*

Before entering into a Contract, the Bidder to whom the Contract has been awarded shall furnish satisfactory evidence that they have secured all required insurance from a responsible insurance company authorized to do business in California and satisfactory to the City, and such insurance shall be maintained in full force and effect at the Contractor's own expense during the life of the Contract. Contractor shall furnish the City with the customary Certificates of Insurance for all required insurance listed below. General Liability Insurance shall name the City and the Consultant, as an additional insured and shall be primary and non-contributing to any insurance or self-insurance maintained by the City. All liability insurance policies shall bear an endorsement or shall have attached a rider whereby it is provided that, in the event of expiration or proposed cancellation of such policies for any reason whatsoever, the City shall be notified by registered mail, return receipt requested, giving sufficient time before the date thereof to comply with any applicable law or statute, but in no event less than forty five (45) days before expiration or cancellation is effective.

The coverage shall provide the following minimum limits based on the type of work proposed under this Contract. The Contractor shall determine if the proposed work requires Tier 1 or Tier 2 Designated Insurance Requirements shown below.

CONTRACTED OPERATIONS DESIGNATED AS TIER 1		
Air Conditioning (HVAC) Systems (installation)	Electric Light or Power Line Construction	Pipeline Construction
Airport Runways (paving, repaving, etc.)	Elevator Work	Roofing
Blasting Operations	Excavation	Sandblasting
Bridge or Elevated Highway Construction	Fire Suppression Systems (installation)	Sewer and Water Main Construction
Buildings Structural Work (including elevators)	Gas Mains or Connections Construction	Sign Erection (streets)
Building Structure (raising or moving)	Geophysical Exploration	Solar Energy
Cable Installation in Conduits and Conduit Construction (streets)	Grading of Land	Street Cleaning
Caisson or Cofferdam Work	Hazardous Materials Contractors	Street or Road Construction
Dam or Reservoir Construction	Irrigation or Drainage Construction	Tank Construction, Installation, Erection or Repair
Demolition (structures)	Landscape Construction (street or street medians)	Telephone or Cable Line Construction
Drilling	Painting (exterior greater than single story)	Tree Pruning, Dusting, Spraying or Removal

TIER 1 DESIGNATED INSURANCE REQUIREMENTS

- a. Commercial General Liability
 - \$1 Million Per Occurrence/ \$2 Million Aggregate
 - City listed as an Additional Insured on the coverage
 - Coverage is primary and non-contributory

- If scope of work is within 50 feet of any railroad, endorsement citing inclusion of liability associated with this work is required
- If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission

b. Business Auto Liability

- \$1 Million Combined Single Limit
 - City listed as an Additional Insured on the coverage
 - Must include liability arising from all owned, leased, hired, and non-owned autos
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission
- If Contractor or its subcontractors or suppliers haul hazardous material (including, without limitation, waste), Auto Liability insurance must be applicable to all hazardous waste hauling vehicles, and include MCS 90 and CA9948 Endorsements.

c. Commercial Umbrella/ Excess Liability

- \$5 Million Per Occurrence/ Aggregate
 - City listed as an Additional Insured on the coverage
 - Coverage is primary and non-contributory
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission

d. Workers Compensation

- \$1 Million Per Occurrence for Bodily Injury by Accident
- \$1 Million Each Employee for Bodily Injury by Disease
- \$1 Million Policy Limit for Bodily Injury by Accident
 - Waiver of Subrogation in favor of City
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission

e. Pollution Policy (Hazardous Materials) [If Applicable]

- Required of Projects that involve Demolition and/or Excavation Activities
- \$1 Million Per Occurrence/ \$2 Million Aggregate
- City listed as an Additional Insured on the coverage

CONTRACTED OPERATIONS DESIGNATED AS TIER 2		
Air Conditioning (HVAC) Systems (service and repair)	Carpentry (building interiors)	Fire Suppression Systems (service and repair)
Alarms and Alarm Systems	Communications Equipment Installation (interior)	Landscape Construction
Building Interior Work (service, repair and non-structural remodeling)	Driveway, Parking Area or Sidewalk (paving or repaving)	Painting (exterior)
Cable Installation in Conduits (buildings)	Fence Erection	All Other Job Types including Vendors

TIER 2 DESIGNATED INSURANCE REQUIREMENTS

a. Commercial General Liability

- \$1 Million Per Occurrence/ \$2 Million Aggregate
 - City listed as an Additional Insured on the coverage
 - Coverage is primary and non-contributory
 - If scope of work is within 50 feet of any railroad, endorsement citing inclusion of liability associated with this work is required
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission

b. Business Auto Liability

- \$1 Million Combined Single Limit
 - City listed as an Additional Insured on the coverage
 - Must include liability arising from all owned, leased, hired, and non-owned autos
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission
- If Contractor or its subcontractors or suppliers haul hazardous material (including, without limitation, waste), Auto Liability insurance must be applicable to all hazardous waste hauling vehicles, and include MCS 90 and CA9948 Endorsements.

c. Workers Compensation

- \$1 Million Per Occurrence for Bodily Injury by Accident
- \$1 Million Each Employee for Bodily Injury by Disease
- \$1 Million Policy Limit for Bodily Injury by Accident
 - Waiver of Subrogation in favor of City
 - If any policy forms of endorsements are cited to grant extension of coverage, they must be included with the Certificate of Insurance submission

d. Pollution Policy (Hazardous Materials) [If Applicable]

- Required of Projects that involve Demolition and/or Excavation Activities
- \$1 Million Per Occurrence/ \$2 Million Aggregate
- City listed as an Additional Insured on the coverage

Contractor expressly waives all rights to subrogation against the City, its officers, employees and volunteers for losses arising from work performed by Contractor for City by expressly waiving Contractor's immunity for injuries to Contractor's employees and agrees that the obligation to indemnify, defend and hold harmless provided for in this Agreement extend to any claim brought by or on behalf of any employee of Contractor. This waiver is mutually negotiated by the parties. This shall not apply to any damage resulting from the sole negligence of City, its agents and employees. To the extent any of the damages referenced herein were caused by or resulted from the concurrent negligence of City, its agents or employees, the obligations provided herein to indemnify, defend and hold harmless are valid and enforceable only to the extent of the negligence of contractor, its officers, agents and employees.

Subcontractors. The prime contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements from each subcontractor.

The Contractor shall not assign or sublet the contract, in whole or in part, without the written consent of the City, nor shall the contractor assign any monies due to, or to become due to, Contractor hereunder without prior written consent of the City.

The Contractor shall be fully responsible to the City for the acts and omissions of the subcontractor and persons either directly or indirectly employed by the Contractor. Consent to subcontracting part of the work shall, in no way, release the Contractor from responsibility for performance of the work, and Contractor will be held, in all respects, accountable for the same as if no consent had been given. The Contractor shall give personal attention to this work which is sublet. Nothing contained in the contract documents shall create any contractual relation between any subcontractor and the City.

Hold Harmless and Indemnification. Contractor shall indemnify, hold harmless and defend City and its elected officials, agents and employees and the Consultant from and against any and all claims, losses or liability, including attorney's fees, arising from injury or death to persons or damage to property occasioned by any act, omission or failure to act of Contractor, its subcontractors, and any officers, agents and employees in performing the work required by this Agreement. Contractor's obligations under this provision shall not be limited in any way by any terms of this Agreement, or the insurance limits.

5-4.3 Worker's Compensation Insurance. - *Delete and replace with the following:*

- A. Contractor shall have worker's compensation and employer's liability insurance in force throughout the duration of the contract in an amount which meets the statutory requirement with an insurance carrier acceptable to the City. The insurance policy shall include a provision prohibiting cancellation of said policy except upon forty-five (45) days prior written notice to City. Certificates of Insurance shall be delivered to the City at the time of the Contractors' execution of the agreement.
- B. Contractor expressly waives all rights to subrogation against the City, its officers, employees and volunteers for losses arising from work performed by Contractor for City by expressly waiving Contractor's immunity for injuries to Contractor's employees and agrees that the obligation to indemnify, defend and hold harmless provided for in this Agreement extend to any claim brought by or on behalf of any employee of Contractor. This waiver is mutually negotiated by the parties. This shall not apply to any damage resulting from the sole negligence of City, its agents and employees. To the extent any of the damages referenced herein were caused by or resulted from the concurrent negligence of City, its agents or employees, the obligations provided herein to indemnify, defend and hold harmless are valid and enforceable only to the extent of the negligence of contractor, its officers, agents and employees.

5-6 PATENT FEES OR ROYALTIES. *Delete and replace with the following:*

The Contractor shall include in its Bid the patent fees or royalties on any patented article or process which may be furnished or used in the Work. The Contractor shall indemnify and hold the City

harmless from any legal action that may be brought for infringement of patents. The Contractor's attention is directed to "Notice of Patents, Data, and Copyright Regulations" of the Federal Labor Standards.

The Contractor shall bear all costs arising from the use of patented goods and/or processes used on and/or incorporated into the Work. When use of these goods and/or processes is judged to be an infringement and the use is banned, the Contractor, at its own expense, shall, with concurrence of the Engineer, do one of the following:

- A. Secure for the City the right to continue using goods and/or processes by suspension of the injunction or by procuring a license(s);
- B. Replace said goods and/or processes with non-infringing goods and/or processes;
- C. Modify said goods and/or processes so that they become non-infringing; or
- D. Remove said goods and/or processes and refund the sum paid therefore without prejudice to any other rights of the City.

The preceding shall not apply to any goods manufactured to the detailed design of the City contained in the Contract Documents.

5-7 SAFETY.

5-7.1 Work Site Safety.

5-7.1.1 General. - *Amend the following:*

Add the following sentences to paragraph 1:

Should watering be the sole method utilized for roadway dust abatement purposes, the maximum time interval that shall elapse between applications thereof shall be no greater than 3 hours during normal working day, supplemented by an additional application thereof immediately prior to the conclusion of the workday and at such other times as may be required, including evenings, weekends and holidays as required by the Engineer. Should the Contractor be unable to furnish dust abatement as specified, the City may perform or cause to be performed the necessary service, the expense of which will be deducted from the payment due the Contractor.

Add the following paragraphs:

To insure the protection of storm drain inlets, Best Management Practices (BMPs) shall be employed during cleanup and dust control operations. Refer to Section 7-8.6.

Compliance with this section is of extreme importance to the City and its citizens. The City may fine the Contractor \$1,000 per incident if there are issues with dust, mud, unused equipment or materials and rubbish within the construction area that result in citizen complaints. A 24 hour notice shall be issued to the Contractor and failure to correct the problems will result in the fine being levied. This fine will be in addition to those fines potentially charged for NPDES violations.

5-8 AIR POLLUTION CONTROL.

Dust control shall be performed in accordance with Subsection 7-8 of the Standard Specifications, South Coast Air Quality Management District (SCAQMD) Rule 403, the general Provisions and the following Provision.

Dust resulting from the Contractor's performance of the work, either inside or outside, the right-of-way shall be controlled by the Contractor. Dust control includes the action necessary to prevent, reduce or control dust within the work area as required to complete the work. The Contractor shall carry out proper and efficient measures to prevent his operations from producing dust in amounts damaging to property or causing a nuisance, or harm to persons living nearby or occupying buildings in the vicinity of the work. The Contractor shall control dust 24 hours a day, seven days a week. The methods to be used for controlling dust in the construction area and along haul roads shall be approved by the Engineer prior to starting any work. The Rule 403 Implementation Handbook published by the SCAQMD, contains a detailed listing of reasonably available dust control measures.

Dust control ordered by the Engineer to be applied on Saturdays, Sundays or holidays will be included in the Contract price for dust control and no additional compensation will be allowed therefore.

The full compensation for all direct and indirect costs incurred for work performed or materials used to control dust resulting from the Contractor's performance of the work and caused by public traffic, either inside or outside the right-of-way shall be considered as included in the Contract prices paid for the various items of work involved and no additional compensation will be allowed therefore.

5-9 STORAGE OF EQUIPMENT AND MATERIALS.

The Contractor shall be required to provide and maintain as necessary, any additional property required for storage of equipment, materials, etc., to perform work on this project. Should the additional property be located within the city limits of the City of Redlands, the Contractor shall obtain written approval from the City of Redlands Development Services Department and comply with all conditions set therein prior to use. When private property is used for a yard area, the Contractor shall also secure written authorization from the private property owner and supply a copy of such to the City before any monthly progress payment is submitted. Contractor to propose designated areas of the project site, upon approval by the Engineer, suitable for material delivery, storage, and waste collection.

The Contractor shall ensure the construction yard adheres to all local, State and Federal regulations, ordinances, codes and maintained in a neat and orderly manner throughout the duration of the project. The contractor shall include the construction yard in the Erosion Control Plan or SWPPP and shall be inspected and approved prior to use of the yard. If at any time during the project the location of the construction yard changes from the approved site, the City shall be notified prior to relocation for inspection and approval. Should the Contractor fail to comply with these conditions, the Engineer may suspend the work per SSPWC section 6-3 until the condition is corrected.

At the end of the project or as required, the Contractor shall: clean up and remove all trash and debris, including all organic trash and debris; clean up and remove all hazardous and biochemical wastes from the property to the satisfaction of the agency (City, County, State, or Federal) charged with overseeing these items; and provide to the City a written release from the private property owner that they are satisfied with all clean up and removal work.

5-9.1 Storage in Public Streets.

Construction materials and equipment shall not be stored within public streets or right of way without prior approval from the City. In order to seek approval, Contractor shall submit a location map with all equipment or materials identified including size, duration and any BMP's installed and provide at least 7 days for review by the City.

5-10 WATER POLLUTION CONTROL.

The Contractor shall follow the City's guidelines for Storm Water Pollution Prevention in providing storm water pollution control at the project site, including the implementation of approved Erosion/Sediment Control Plans during construction as well as the implementation of approved Water Quality Management Plans.

Construction activities disturbing 1 acre or more of land shall comply with the State Water Resources Control Board's NPDES General Construction Storm Water Permit. A copy of the Notice of Intent (NOI) to include the Waste Discharge Identification (WDID) number shall be submitted as part of the Storm Water Pollution Prevention Plan (SWPPP) to the Engineer for review. Call (909) 782-4130 for NOI/WDID information.

All projects requiring grading shall submit to the City for review and approval an Erosion/Sediment Control Plan and a Grading Plan. Permit(s) will not be issued until plans are approved and may be revoked if work required in these specifications are not complied with.

Construction sites shall be maintained by implementation of BMPs in such manner that pollutants are not discharged from the site to the maximum extent practicable. A few references available to help with selection and implementation of applicable BMPs are:

1. California Storm Water Best Management Practice Handbook, American Public Works Association, March 1993;
2. The Construction Site Best Management Practices Manual, November 2000;
3. Storm Water Pollution Prevention Plan and Water Pollution Control Program Preparation Manual, November 2000;
4. California Regional Water Quality Control Board's San Francisco Bay Region, Guidelines for Construction Projects; and
5. California Regional Water Quality Control Board's San Francisco Bay Region, Erosion and Sediment Control Field Manual, July 1999.

All discharges into the storm drain system are prohibited except for potable water, properly treated discharge, and those discharges specifically approved by the Engineer. The following are some of the prohibited discharges:

1. Discharges that could have an impact on human health or the environment, cause or threaten to cause pollution, contamination, or nuisance;
2. Discharges that exceed any applicable water quality standard contained in a statewide Water Quality Control Plan or local Basin Plan; and
3. Discharges containing hazardous substances equal to or in excess of a reportable quantity listed in Federal regulations 40 CFR, Parts 117 and 302.

Materials that can cause or contribute to pollution or a violation of any applicable water quality standard include, but are not limited to: sediments; solid or liquid chemical spills; wastes from paints, stains, sealants, glues, limes, pesticides or herbicides and wood preservatives or solvents; asbestos fibers, paint flakes or stucco fragments; fuels, oils, lubricants or hydraulic, radiator and battery fluids; fertilizers; vehicle and equipment wash water or concrete wash water; concrete, detergent or floatable wastes; wastes from any engine and equipment steam cleaning or chemical degreasing; and chlorinated potable water line flushings.

Unless exempted or authorized by an NPDES permit, all non-storm water discharges require prior approval by the Engineer or the State Water Resources Control Board with Engineer approval.

During construction, temporary storage of such materials as identified above, must occur in a designated area physically separated from potential storm water runoff, with ultimate disposal in accordance with local, state and federal requirements.

De-watering of contaminated groundwater or discharging contaminated soils via surface erosion is prohibited.

Unless indicated otherwise by the Engineer, all projects, regardless of size, shall submit for review and approval, a Water Quality Management Plan (WQMP). The WQMP shall consist of post construction BMPs which shall remain in effect throughout the life of the facility. Refer to WQMP guidelines.

5-11 TEMPORARY LIGHTS, POWER AND WATER.

Any water drawn from a City fire hydrant shall be via a City owned water meter. Said meter may be obtained from the Municipal Utilities & Engineering Department. Contractor is responsible for payment of a \$1200 deposit fee. Said meter shall be returned in a condition like received, less normal wear and tear. All meters are loaned subject to the conditions of the Fire Hydrant Construction Meter Water Service Application. Contractor must provide proposed location of meter and notify Customer Service at (909) 798-7516 each time the meter is relocated during construction. Water reasonably used in connection with the construction contract will be provided at no cost to the Contractor. Water use determined to be wasteful or unreasonable will be charged for at the prevailing rate.

5-12 PROTECTION AND RESTORATION OF EXISTING IMPROVEMENTS.

The Contractor shall relocate, re-establish, repair or replace all existing improvements within the work limits or right-of-way which are not designated for removal (e.g., sprinkler systems, curbs, sidewalks, driveways, fences, walls, signs, utility installations, pavement, structures, etc.) which are damaged or removed as a result of its operations.

Relocations, re-establishments, repairs and replacements shall be at least equal to existing improvements and shall match them in finish and dimension.

All costs to the Contractor for protecting, removing, restoring, relocating, repairing, replacing or re-establishing existing improvements shall be included in the Bid.

The Contractor shall be responsible for the maintenance of the streets and roadways to be used by public and local traffic through and adjacent to the construction zone, from the date of "Notice to Proceed" until the date of acceptance of the completed construction improvements.

Street maintenance shall include filling of potholes, grading of subgrade and base, replacing signs, installing interim pavement striping and markers on the project streets and other side streets within the construction zone. Street maintenance shall also include sweeping and washing of streets, adjacent and connected to the construction zone on a weekly, or more frequent schedule, to prevent the accumulation of dust, dirt, gravel or other deleterious materials, all as necessary to maintain the construction roadways and adjacent streets in a safe, clean and drivable condition for use by public and local traffic.

Upon request from the City for information pertaining to a claim against the contractor, contractor shall provide a written/email response, including all requested information, within 14 calendar days of City's request. If a response with all requested information is not provided to the City within 14 calendar days, a penalty of \$500 per calendar day will be assessed to the Contractor by the City.

5-13 PUBLIC CONVENIENCE AND SAFETY.

5-13.1 General.

The Contractor may be allowed to close the roadway, or a portion thereof, to traffic during normal work hours upon approval from the Engineer. During any closure, the Contractor shall allow access for residents, schools, trash service trucks, churches and businesses within the affected portion of roadway, except as required for construction for a reasonable period of time. The Contractor shall notify residents as noted within Section 5-18.

The Contractor shall provide and install barricades, delineators, warning devices and construction signs in accordance with the Work Area Traffic Control Handbook (WATCH) prepared by the Southern California Chapter of the American Public Works Association. During adverse weather or unusual traffic or working conditions additional devices shall be placed as directed by the engineer. All traffic signs and devices shall conform to the current State of California, Department of Transportation (CALTRANS), "Manual of Warning Signs, Lights, and Devices for Use in Performance of Work upon Highways", unless otherwise approved by the Engineer.

Fences, barriers, lights and signs shall be furnished, erected and maintained as necessary to give an adequate warning to the public at all times that the work is under construction and of dangerous conditions to be encountered as a result thereof, and warning and directional signs shall also be erected and maintained as may be required by the City. Should the Contractor fail to furnish a sufficient number of traffic and/or pedestrian safety devices within three (3) hours after being notified, the Owner will place such necessary items and the Contractor shall be liable to the Owner for providing such devices in accordance with the following provisions:

1. For placing of barricades - \$15.00 per barricade for each day or part thereof.

For flashers - \$15.00 per flasher for each day or part thereof.

For traffic cones - \$7.50 per cone for each day or part thereof.
2. In the event that the services of the Owner are required outside the normal working hours and/or days or items not noted above are furnished by the City, all costs incurred by the City shall be the responsibility of the Contractor.

The Contractor shall relocate, preserve and maintain the visibility of all signs within the project limits which affect the flow of traffic, as directed by the engineer. Any signs that are missing or found damaged shall be replaced immediately by the Contractor at his expense.

The Contractor shall provide and maintain Class II barricades along excavation edges parallel to the flow of traffic at a spacing of twenty-five feet (25'). Class II barricades mounted with flashers shall be installed around work areas in parkways. Class II barricades shall have alternating black and reflectORIZED white (or yellow) stripes at an angle of 45 degrees. The stripe width shall be four to six inches.

During paving operations barricades may be supplemented with minimum size eighteen-inch (18") high traffic cones and delineators such that spacing between barricades and/or cones or delineators is no greater than twenty-five feet (25"). At all access points such as intersecting streets, alleys and driveways, barricades and/or cones shall be provided at five-foot (5') intervals so as to prevent vehicular access to the paving area. Where access from an intersecting street is prohibited, a "Road Closed" sign shall be provided. "No Left Turn" sign shall be provided wherever required by the Engineer.

Clearances from traffic lanes shall be 5 feet to the edge of any excavation and 2 feet to the face of any curb, pole, barricade, delineator or other vertical obstruction.

A 4 foot wide pedestrian walkway shall be maintained in the parkway area on each side of all streets, unless otherwise authorized by the Engineer. The minimum clearance from: the edge of pedestrian walkways to any traffic lane shall be 5 feet; the edge of pedestrian walkways to any work zone shall be 3 feet; and the surface of pedestrian walkways to any overhead obstruction shall be 7 feet.

The Contractor shall, at the end of each work day, have backfilled, compacted and placed a temporary drivable roadway surface on all work areas within traveled roadways prior to leaving the job site. Failure to comply to the satisfaction of the Engineer shall result in immediate correction by City forces, and all costs shall be borne by the Contractor.

Traffic control devices shall be marked with the Contractor's name as appropriate. At no time shall any traffic control devices marked with companies or agencies other than the Contractor or subcontractors, be utilized within the work area.

All said traffic controls and safety devices shall be maintained in clean condition, with any and all graffiti removed by the end of workday on which the graffiti was first reported to the Contractor.

If the traffic control devices are deemed unacceptable by the Engineer due to being damaged, dirty, or marked incorrectly, the Contractor shall replace the traffic control devices immediately. Should the Contractor fail to furnish traffic control devices within three (3) hours after being notified, the Owner will place such necessary items and the Contractor shall be liable to the Owner for providing such devices in accordance with the provisions above.

5-13.1.1 Vehicular Access.

At such times as driveways are inaccessible due to the Contractor's work they shall be blocked by two (2) Class II barricades or one (1) Class II barricades and two (2) delineators. Driveways that are ramped or planked for temporary access shall be provided with a delineator at each side.

5-13.1.2 Signage. The Contractor shall furnish, erect and maintain all construction traffic signage as required and specified.

All construction traffic signage shall be in place prior to commencing any work, placed as needed during construction, moved as necessary and removed only upon completion of all work.

All construction traffic signage and controls shall comply with the State of California Manual of Traffic Controls, Warning Signs, Lights and Devices for use in Performance of Work Upon Highways. All construction traffic signage used in the performance of the work shall be a minimum of the encapsulated lens (high intensity) type. All traffic controls and safety devices, equipment and materials, including but not limited to cones, channelizers, delineators, flashing warning lights, barricades, high level warning devices, telescoping flag trees, flags, signs, markers, portable barriers, flashing arrow signs, changeable message signs, markings and flagging equipment shall be provided and maintained in like new condition.

When a Traffic Signal is constructed as a part of the project, the Contractor shall place and maintain for one calendar month, a message board for each approach leg to a new traffic signal. The message board shall read "CAUTION - NEW TRAFFIC SIGNAL". The one month period shall begin from the day of activation. This requirement may be lessened or waived, on a case-by-case basis, by the Engineer.

The Contractor shall furnish and properly install, construct, erect, use and continuously inspect and maintain, twenty-four (24) hours per day, seven (7) days per week, including holidays, all said

devices, equipment and materials and all temporary and permanent pedestrian and driving surfaces as necessary to provide for the safety and convenience of, and to properly warn, guide, control, regulate, channelize and protect the vehicular traffic, pedestrian traffic, project workers, and the public throughout the entire limits of the work activity and beyond said limits as necessary to include areas affecting or affected by the work, from the date of notice to proceed to the completion and acceptance of the work. Any corrective work required to be performed by City forces shall be charged to the Contractor and paid in full before release of any bonds on the project.

All traffic cones shall be no less than 28 inches in height, except that shorter cones, 12 inches minimum height, may be permitted during striping maintenance operations where the only function of the cone is to separate traffic from the wet paint. All barricades used to delineate traffic at night or placed in or adjacent to the traveled roadway at night, shall be equipped with flashing warning lights.

Channelizers shall be required when lane restrictions, detours or other work conditions need to be maintained for periods longer than normal work hours. Channelizers shall be surface-mounted type and shall be furnished, placed and maintained at the locations shown on the plans or as approved by the Engineer and shall conform to these specifications. Channelizers shall be, at the Contractor's option, one of the following types, or approved equal: (1) Safe-Hit SH236SMA; (2) Repo "The Replaceable Post"; or (3) Carsonite, "Super Duck" SDF-436.SDF-436.

5-13.2 Traffic Control Plan

The Contractor shall provide a Traffic Control Plan to the agency for approval prior to the scheduled commencement of work. Comments and corrections shall be returned to the Contractor within five (5) working days.

The Contractor shall be required to maintain one lane in each direction when working on the roadway. Access to schools, businesses, etc. shall be maintained as necessary for their operations. If closures are authorized by the Engineer, all detour signage shall be installed prior to closure of specified portion of roadway(s), and shall be maintained during closure.

The Contractor shall make provision to allow pedestrians full access across work areas at existing crosswalks, while working within those areas.

Traffic controls, including but not limited to vehicular and pedestrian traffic controls, maintenance of vehicular and pedestrian access, detours, and street closures shall be in accordance with Subsection 7-1, of the current edition of the "Standard Specifications for Public Works Construction," including all its subsequent amendments, and the current edition of the "Work Area Traffic Control Handbook."

Traffic control and the Traffic Control Plan shall conform to the following:

- a. All major streets shall remain open to through-traffic at all times, residential street will be closed to traffic only as long as it takes for material application and drying time.
- b. The Traffic Control Plan shall indicate the traffic control requirements for the different types of work to be performed. The Contractor shall be

responsible for the preparation of Plans as necessary for specific items of work. These Plans shall be approved by the City's Engineer.

- c. All traffic controls and safety devices, equipment and materials, including but not limited to cones, delineators, flashing warning lights, barricades, high level warning devices (flag trees), flags, signs, markers, portable barriers, flashing arrow signs, markings, and flagging equipment shall be provided and maintained in "like new" condition.
- d. The Contractor shall furnish and properly install, construct, erect, use, and continuously inspect and maintain, twenty-four (24) hours per day, seven (7) days per week, all said devices, equipment and materials and all temporary and permanent pedestrian and driving surfaces as necessary to provide for the safety and convenience of, and to properly warn, guide, control, regulate, channelize and protect the vehicular traffic, pedestrian traffic, project workers, and the public throughout the entire limits of the work activity and beyond said limits as necessary to include area affecting or affected by the work, from the start of work to the completion of the work.

In the event the slurry and cape seal ravels, a "loose gravel" (C6) sign shall be placed to adequately warn the public.

- e. High-level warning devices (flag trees) are required at all times for any work being performed within the roadway unless otherwise specifically authorized by the City's Engineer.
- f. All barricades shall be equipped with flashing warning lights, and all traffic cones shall be no less than twenty-eight inches (28") in height, except that shorter cones, twelve inches (12") high or higher, may be used during striping maintenance operations where the only function of the cones is to protect the wet paint from the traffic.
- g. Type III barricades, no less than six feet (6') in length and equipped with two (2) Type "N" markers each and two (2) flashing warning lights each, shall be used to close streets, except as otherwise specifically authorized in advance by the City's Engineer for minor maintenance work of no more than one (1) working days duration on weekdays, or on holidays only, and between 8:00 a.m. and 3:30 p.m. only. Said barricades shall be placed across the full roadway at each point of closure with the distance between barricades or between barricades and curbs, not exceeding three feet (3'), except that one (1) eleven-foot (11')-wide gap between barricades shall be provided at the center of the street. Barricades to the right of the street's center, facing the inbound vehicular traffic, shall also be equipped with one (1) Type C2 "Road Closed" sign each or one (1) Type C3A "Road Closed to Thru Traffic" sign each.

- h. Except for residential streets, as otherwise directed and/or authorized by the City's Engineer, two-way vehicular traffic shall be maintained at all times within two (2) eleven foot (11')-wide lanes on streets, having an effective roadway width of forty-four feet (44') or more with restricted parking, and other streets of lesser widths may be reduced to one (1) twelve-foot (12') wide lane with work activity being limited to one side at a time, and with one-way vehicular traffic being maintained at all times by properly trained and experienced flaggers.

No reduction of the traveled way width shall be permitted on any City street before 8:00 a.m. nor after 3:30 p.m., on weekends or holidays, or when active work is not being done, unless prior authorization to do so is granted by the City's Engineer.

Arrow boards shall be required for all lane closures on major streets.

- i. Properly trained and experienced flaggers shall be provided to traffic when said traffic is to be interrupted, when two-way traffic is to be reduced to one-way traffic, and at such other times as is necessary to safely pass the traffic through or around the work area, and when so directed by the City's Engineer.
- j. Vehicular access to occupied residential property may be restricted on weekdays other than holidays between the hours of 8:00 a.m. to 3:30 p.m. while essential work activity is taking place, with specific prior written approval from the City's Engineer, providing the Contractor gives the owner and/or resident at least forty-eight (48)-hour advance written and oral notice. See Part 2, "Notification of Residents," herein.

Convenient and safe pedestrian access to occupied residential property shall be maintained at all times. Access to mailboxes must be maintained at all time, such that the postal delivery service is not interrupted.

Access to vacant and unused property may be restricted at the Engineer's discretion. Both vehicular and pedestrian access shall be maintained at all times to all other property except as otherwise specifically authorized in writing by the City's Engineer.

- k. Any traffic control and safety devices and equipment being used which becomes damaged, destroyed, faded, soiled, misplaced, worn out, inoperative, lost, or stolen shall be promptly repaired refurbished and/or replaced, and any traffic control and safety devices and equipment being used which are displaced or not in an upright position from any cause, shall be promptly returned or restored to their proper position.

- l. An unobstructed view of all signs and warning devices including but not limited to stop signs, stop ahead signs, street names signs, and other regulatory, warning and construction signs, markers, and warning devices shall be maintained at all times. No trucks or other equipment or materials shall be stopped, parked, or otherwise placed so as to obscure said signs, markers, and devices from the view of vehicular and/or pedestrian traffic to which it applies.
- m. When entering or leaving roadways carrying public traffic, the Contractor's equipment, whether empty or loaded, shall yield to said public traffic at all times, except where the traffic is being controlled by police officers, fire officers, properly trained and experienced flaggers, or at traffic signalized intersections.
- n. Stockpiling and/or storage of materials on any public right-of-way or parking areas will not be allowed without specific permission of the Engineer. Materials spilled along or on said right-of-way or parking areas shall be removed completely and promptly. All stockpile and/or storage areas shall be kept in a safe, neat, clean, and orderly fashion, and shall be restored to equal or better than original condition upon completion of the work.
- o. Where vehicular access to abutting property must be restricted, the work shall be so selected, arranged, and scheduled that the person(s) requiring access to said abutting property and/or residents along said streets affected will be able to park within a reasonable distance of not more than five hundred feet (500') from their homes and/or destination. Residents must be supplied written notice of such restrictions a minimum of 48 hours in advance.
- p. When work has been completed on a particular street or has been suspended or rescheduled, and said street is to be opened to vehicular traffic, all equipment, "NO PARKING" signs, other obstructions, and unnecessary traffic control devices and equipment shall be promptly removed from that street except as otherwise authorized or directed by the City's Engineer.
- q. Should the Contractor be neglectful, negligent, or refuse, fail, or otherwise be unavailable to promptly, satisfactorily, and fully comply with the provisions specified and referred to hereinabove, the City reserves the right to correct and/or mitigate any situation, which in the sole opinion of the City's Engineer constitutes a serious deficiency and/or serious case of noncompliance, by any means at its disposal at the Contractor's and/or permittee's expense, and will deduct the cost therefore from the Contractor's progress and/or final payment. Such corrective action taken by the City shall not reduce or abrogate the Contractor's legal obligations and liability for proper traffic control and safety measures, and shall not serve to transfer

said obligations and liabilities from the Contractor to the City or the City's agents.

- r. Violations of any of the above Provisions and/or Provisions of the referenced publications, unless promptly and completely corrected to the satisfaction of the City's Engineer, shall at the sole discretion of the City, be grounds for termination of the Contract, or shut down or partial shutdown of the work, without compensation to the Contractor and/or permittee, or liability to the City, all as prescribed by Contractual obligation or State law, whichever is applicable.

Full compensation for furnishing all labor, materials, tools, equipment, flaggers, lights, channelizers (surface mounted), temporary striping, barricades, portable flashing lights, flashing arrow signs, traffic control and detour plan, and incidentals required to comply with the provisions specified and referred to herein above, to provide all required traffic and pedestrian control for the duration of this contract, all as shown and as specified, shall be paid as specified in Section 01200 of the General Requirements and no other compensation shall be made therefore.

5-13.3 Edison Energized Conductors. The Contractor hereby promises and agrees that in the performance of the Work, he will employ and utilize only qualified persons, as hereinafter defined, to work in proximity to Edison's secondary, primary and transmission facilities. The term "qualified person" is defined as follows:

"Qualified Person". A person by reason of experience or instruction is familiar with the operation to be performed and hazards involved.

Contractor further promises and agrees that the provisions of this paragraph shall be and are binding upon any Subcontractor or Subcontractors that may be retained by it, and that the Contractor shall take such steps as are necessary to insure compliance by said Subcontractor or Subcontractors with the requirements of this paragraph.

5-14 CONTRACTOR'S RESPONSIBILITY FOR DAMAGE.

5-14.1 Responsibility for Damage. The Contractor agrees to and does hereby indemnify, defend and hold harmless the City, its elected officials and the Consultant and their officers, agents and employees from every claim or demand made, and every liability, loss, damage, or expense of any nature whatsoever, including attorney's fees and costs, which may be incurred by reason of:

- (a) Liability for damages for (1) death or bodily injury to persons, (2) injury to loss or theft of property, (3) any other loss, damage or expense arising under either (1) or (2) above, sustained by the Contractor or any person, firm or corporation employed by the contractor upon or in connection with the work called for in this agreement, except for the liability resulting from the sole negligence or willful misconduct of the City, its elected officials and their officers, employees and agents who are directly employed by the City and the Consultant; and

- (b) any injury to or death of persons or damage to property caused by any fault, neglect, default or omission of the Contractor, or any person, firm or corporation employed by the Contractor, either directly or by independent contract, including all damages due to loss or theft, sustained by any person, firm or corporation, including the City, arising out of, or in any way connected with the work covered by this agreement, whether said injury or damage occurs either on or off City property, provided that any of the foregoing (1) is attributable to personal injury, bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by any act or omission of the Contractor, any subcontractor, any supplier, anyone directly or indirectly employed by any of them or anyone for whose act or omissions any of them may be liable, regardless of whether or not caused in part by any act or omission (active, passive, or comparative negligence included, excepting the active negligence of the District) of a party indemnified hereunder.
- (c) The Contractor, at its own expense, cost, and risk shall defend any and all actions, suits or other proceedings that may be brought or instituted against the City, its elected officials, officers, agents and employees and the Consultant, against any such claim, demand or liability, and shall pay or satisfy any judgment that may be rendered against the City, its elected officials, officers, agents or employees, in any such action, suit or other proceedings as a result thereof.

5-15 NO PERSONAL LIABILITY. Neither the City Council, the Engineer, the Consultant, nor any other officer or authorized assistant or agent shall be personally responsible for any liability arising under the contract.

5-16 CONTRACTOR'S RESPONSIBILITY FOR WORK. Except as provided above, until the formal acceptance of the Work by the City, the Contractor shall have the charge and care thereof and shall bear the risk of injury or damage to any part thereof by the action of the elements or from any other cause, whether arising from the execution or from the non-execution of the Work. The Contractor shall rebuild, repair, restore, and make good all injuries or damages to any portion of the work occasioned by any of the above causes before final acceptance and shall bear the expense thereof, except such injuries or damages occasioned by act of the federal government or the public enemy.

The City of Redlands shall not be held responsible for the care or protection of any material or parts of the work prior to final acceptance, except as expressly provided in these specifications.

The City shall not be responsible for security of the Contractors equipment or materials at the site. The City will not be responsible for theft or damage to any property or materials of the Contractor. Security for Contractor's property shall be the responsibility of the Contractor.

5-17 WARRANTY OF WORK. The Contractor shall guarantee the Work against defective materials or workmanship for a period of (1) year from the date of completion date specified in the Notice of Completion, except where longer warranty periods are specifically stated. As specified in Section 2-4 in the GENERAL CONDITIONS, the Performance Bond shall remain in full force and effect during the warranty period.

All work which has been rejected, shall be remedied, or removed and replaced, by the Contractor at his own expense, with work conforming to the Plans and Specifications. Any defective material or workmanship which may be discovered before final acceptance or within (1) one year from the completion date specified in the Notice of Completion shall be corrected immediately by the Contractor at his own expense notwithstanding that it may have been overlooked in previous inspections and estimates. Failure to inspect work at any stage shall not relieve the Contractor from any obligation to perform sound and reliable work as herein described. It is the Contractor's ultimate responsibility to deliver at the time of final acceptance a complete project that complies in all details with these Contract Documents. All items shall be ready to operate.

Any omission or failure on the part of the Owner to discover or notify the Contractor of or to condemn defective work or material at the time of construction shall not be deemed an acceptance, and the Contractor will be required to correct defective work or material prior to final acceptance.

The Owner will endeavor to locate any errors or defective materials or workmanship and call them to the attention of the Contractor prior to subsequent work being performed. However, the Owner is under no obligation to do so and shall not be held liable because errors or defective material or workmanship by the Contractor are not discovered prior to subsequent work.

During the (1) one year warranty period, should the Contractor fail to remedy defective material and/or workmanship, or to make replacements within five (5) days after written notice by the Owner, it is agreed that the Owner may make such repairs and replacement and the actual cost of the required labor and materials shall be chargeable to and payable by the Contractor or his Surety.

Nothing in this section shall be construed to limit the rights of the Owner to immediately correct conditions which may be unsafe or which may pose a public health nuisance. Should said conditions later be found to be caused by defective material and/or workmanship, the Contractor and his Surety shall reimburse the Owner for costs reasonably incurred while attending the situation.

In the event it is necessary for the Owner to file suit to enforce any liability of the Contractor pursuant to this sections WARRANTY OF WORK, the Owner shall be entitled to recover from the Contractor, in addition to all other amounts found due and owing, costs of suit and reasonable expenses and fees, including reasonable attorneys' fees, incurred by the Owner in successfully enforcing the Contractor's obligations, all to be taxed as costs and included in any judgment rendered.

The warranty provided herein shall not be in lieu of, but shall be in addition to any warranties or other obligations otherwise imposed by the Contract Document or by law. The remedies provided herein shall not be exclusive and the Owner shall be entitled to any and all remedies provided by law.

5-18 NOTIFICATION OF RESIDENTS/BUSINESSES. The Contractor shall notify all residents, firms, institutions, agencies, and utility companies which may be affected by the work. Notification shall be by hand delivery of an approved notice within the project limits approved by the City. The notification process shall consist of two notifications, one prior to the start of construction for all properties within the project area and a second notification at least seven days in advance of any activity which may impact each specific property. In the event of any work within the downtown

area, the distribution of the second notification shall be at least fourteen days in advance of any activity. Activities impacting said properties and, therefore, requiring the above said notices include the following: the work itself; closure or partial closure of the street; and disallowance of street parking and disallowance of vehicular ingress to or egress from the property.

Said firms, institutions, agencies, and utility companies which must be notified of proposed work shall include, but are not limited to the following: public schools, private schools, day care centers, postal service, hospitals, governmental services, police department, fire department, ambulance services, Omnitrans, solid waste collection, and City street sweeping.

The proposed notice shall be submitted to the Engineer at least seven calendar days prior to the date of distribution for review and approval. The submittal shall also include a map identifying the limits of the work and proposed limits of distribution. The printed notices shall contain a general description of the work to be done, the name of the street with limits, the day and date of the work and the name and telephone number of the Contractor. The notice shall also include a statement that there will be no disruption of trash collection schedules and that trash should be set out by 6:00 a.m. on the scheduled day of pickup. If on-street parking will be affected the notice shall include a statement that no on-street parking will be allowed between the hours of 7:00 a.m. and 5:00 p.m. on the day of work, and a statement that it will be necessary to tow away parked vehicles at the owner's expense per California Vehicle Code CVC 22651L and CVC 22654D.

The Contractor will provide City with the dates and addresses of when project notifications are delivered to affected properties. City will verify the notification process is completed in compliance with the requirements of the specifications. Work will commence when City approves Contractor's compliance with the requirements set forth in the specifications.

If on-street parking is affected, the Contractor shall also post pre-approved "NO PARKING-TOW AWAY" signs on 1 x 2 wood stakes or barricades at one hundred foot (100') maximum spacing along the affected areas of the street, 48 hours prior to the start of the work. The "NO PARKING-TOW AWAY" signs shall contain the day, date, and hours that parking will be prohibited on that particular street and a statement that parked vehicles will be towed away at owner's expense per California Vehicle Code CVC 22651L and CVC 22654D. The Contractor shall maintain said signs throughout the day of work, and shall start the removal of said signs by 4:00 p.m. and complete the removal by 6:00 p.m. on said day of work or as otherwise directed by the Engineer.

The Contractor shall document the day, date, and time the signs are installed because the no parking restriction cannot be enforced until the signs have been in place 24 hours. Posting of signs on trees, utility poles, light standards and other existing parkway improvement is strictly forbidden.

In the event of street resurfacing operations, the notices to residents shall contain a statement that the street to be resurfaced will be closed to vehicular traffic, and the suggestion that if they require the use of their vehicles on the day of the resurfacing work, they should consider parking their vehicle on a nearby street which is not scheduled for a resurfacing application.

In the event scheduled work is delayed, the Contractor shall immediately remove all "NO PARKING" signs. The contractor must notify all previously notified, in person and with printed notices, that the

work will be rescheduled and that they will be re-notified 48 hours in advance. The Contractor shall have an adequate supply of approved notifications for distribution to residents.

Full compensation for conforming to these requirements shall be considered as included in the various Contract items of work involved, and no additional compensation will be allowed therefore.

Failure to comply with this section shall result in a penalty assessment imposed of up to \$10,000 per violation at the City's discretion.

SECTION 6 – PROSECUTION AND PROGRESS OF THE WORK

6-1 CONSTRUCTION SCHEDULE AND COMMENCEMENT OF WORK. - *Add the following paragraph:*

Contractor shall notify Underground Service Alert (USA) at 1 (800) 227-2600, two working days prior to starting work, and must submit verification number to the City prior to starting work.

6-1.2 Commencement of the Work. - *Amend the second sentence as follows:*

“The work shall start within 10 days thereafter, and be diligently prosecuted to completion within the Contract Time.”

6-3 TIME OF COMPLETION.

6-4.1 General. - *Add the following paragraphs:*

If saturated soil is encountered during construction due to leaks in an existing utility, contractor shall remove saturated material and replace with a suitable backfill material until adequate compaction can be attained by verification from the City's Geotechnical Engineer.

Prior to any removal of saturated material, contractor shall discuss the methods of remediation with the City's representative. Approval from the City, or the City's representative, shall be obtained for any amount of saturated material removal in which the contractor anticipates to be compensated for, if approval is not obtained all costs shall be borne by the contractor.

Up to a 14 day delay in paving operations may be requested after all leaks have been resolved to provide time for excess moisture to dissipate, at no additional cost to the city, in lieu of removing and replacing the saturated soil. A no cost change order will be prepared to provide the contractor with additional contract time if such delay is requested by the City.

6-9 LIQUIDATED DAMAGES. The value of liquidated damages noted in this section is amended to five hundred dollars (\$500) per working day.

6-10 NOTICE AND SERVICE THEREOF. Any notice required or given by one party to the other under the Contract shall be in writing and shall be dated and signed by the party giving such notice or by duly authorized representative of such party. Any such notice shall not be effective for any purpose whatever unless served in the following manner:

Notice shall be given to the Contractor by personal delivery thereof to said Contractor or to his authorized representative at the project site, or by depositing the same in the United States Mail enclosed in a sealed envelope addressed to said Contractor at the address established for the conduct of work under this Contract, certified and with postage prepaid.

Notice shall be given to the Surety, or any other person, by personal delivery to said Surety or other person, or by depositing the same in the United States Mail, enclosed in a sealed envelope addressed to such Surety or persons at the address of said Surety or persons last communicated by him to the party giving the notice, certified and with postage prepaid.

Notice shall be given to the Owner by personal delivery thereof or by depositing the same in the United States Mail enclosed in a sealed envelope, certified and with postage prepaid. The address of record for the owner is:

City of Redlands
Municipal Utilities & Engineering Department
P.O. Box 3005
35 Cajon Street, Suite 15A
Redlands, CA 92373

6-11 PUBLIC RECORDS ACT. All documents, Plans, specifications and all other information relating to the conduct of the City's business, including information submitted by the Contractor, shall become the exclusive property of the City and except as provided by law shall be deemed public records. Said information shall be subject to the provisions of the California Public Records Act (Government Code Sections 6250 et seq.).

Under no circumstances will the City be responsible or liable to the Contractor, submitter or any other party for the disclosure of any records or information submitted to the City, regardless of whether such records or information are labeled "Trade Secret", "Confidential", or "Proprietary" (or words to similar effect) and regardless of whether the disclosure is required by law or a court order or occurs through inadvertence, mistake, or negligence on the part of the City or its officers, employees, and/or Contractors.

The City will not advise as to the nature or content of documents entitled to protection from disclosure under the California Public Records Act, including interpretations of the Act or the definition of "Trade Secret". The submitting party shall be solely responsible for all determinations made under the Act, and where appropriate for clearly and prominently marking each and every page or sheet of information with "Trade Secret", "Confidential", or "Proprietary". Each submitting party is advised to contact its own legal counsel concerning the California Public Records Act and its applicability to the submitting party's own circumstances.

In the event of litigation concerning the disclosure of any information submitted by the submitting party, the City's sole involvement will be as a stakeholder, retaining the information until otherwise ordered by a court. The submitting party, at its sole expense and risk, shall be responsible for any and all fees and costs for prosecuting or defending any action concerning the information, and shall

indemnify and hold the City harmless from all costs and expenses including attorneys' fees, in connection with such action.

SECTION 7 - MEASUREMENT AND PAYMENT

7-3 PAYMENT.

7-3.2 Partial and Final Payment. - *Delete and replace with the following:*

The closure date for the purpose of making monthly progress payments shall be assigned by the Engineer during the pre-construction meeting. Payment, less deductions, unearned work and retention, will be made within 30 days of the closure date. If a dispute exists between the City and the Contractor regarding an item included in the Contractor's Monthly Progress Payment Request, progress payments will be withheld until said dispute is resolved, in which case longer period of time will be required to make such payment. No such payment shall be required to be made, when in the judgment of the Engineer, the total value of the work since the last estimate amounts to less than \$500. If, in the opinion of the Engineer, work is not progressing according to the approved schedule, payments may be withheld until the Contractor returns to the approved schedule.

Deductions will be made for: (1) amounts due the Owner for equipment or material furnished or services rendered; (2) amounts due the Owner under the terms of the Contract; (3) amounts of any claims of lien filed with the Owner; (4) accrued amounts of liquidated damages; (5) amounts required to be deducted by Federal, State or local governmental authorities. From the balance thus determined will be deducted the amounts of all previous payments, and the remainder shall constitute the monthly payment due the Contractor.

A retention of five percent (5%) will be withheld from each and every progress payment to the Contractor. This percentage will remain constant throughout the duration of the Contract. The City shall make a progress payment within thirty (30) days after receipt of an undisputed and properly submitted payment request from Contractor pursuant to Public Contract Code section 20104.50.

After completion of the work to the satisfaction of the Engineer, the Engineer shall make a final estimate of the amount of work done. The City shall pay the entire sum so found to be due after deducting there from all previous payments and all amounts to be retained under the provisions of the Contract. All prior partial estimates and payments shall be subject to correction in the final estimate and payment. The final payment shall not be due and payable until the expiration of thirty-five (35) days from and after the recordation of the Notice of Completion filed by the City.

As provided by paragraph 22300 of the California Public Contract Code, the Contractor may substitute securities for any monies withheld by the City to ensure performance under the Contract. Substitute securities shall be deposited in a financial institution in a form acceptable to the City of Redlands. The financial institution shall be located within the City limits of the City of Redlands. The Escrow Agreement to be used is set forth in Public Contract Code section 22300.

7-3.3 Delivered Materials. - *Delete and replace with the following:*

No payment will be made for materials or equipment delivered but not yet incorporated in the work.

7-4.2.6 Extras. Without invalidating the Contract, the City may order extra work or make changes by altering, adding or deducting from the work, the Contract sum being adjusted accordingly and the consent of the Surety being first obtained where necessary or desirable. All the Work of the kind bid upon shall be paid for at the price stipulated on the proposal, and no claims for any extra work or material shall be allowed unless the work is ordered in writing by the engineer and the price is stated in such order.

7-4.2.7 Claims for Extra Costs. No claim for extra work or cost shall be allowed unless the same was done in pursuance of a written order by the Engineer, as aforesaid, and the claim presented with the first estimate after the changed or extra work is done. When work is performed under the terms of the General Conditions, the Contractor shall furnish satisfactory bills, payrolls, and vouchers covering all items of cost and when requested by the City, give the City access to accounts relating thereto.

After completion of the work to the satisfaction of the Engineer, the Engineer shall make a final estimate of the amount of work done. The City shall pay the entire sum so found to be due after deducting there from all previous payments and all amounts to be retained under the provisions of the Contract. All prior partial estimates and payments shall be subject to correction in the final estimate and payment. The final payment shall not be due and payable until the expiration of the thirty-five (35) days from and after the recordation of the Notice of Completion filed by the City.

SECTION 8 - FACILITIES FOR AGENCY PERSONNEL

This section is deleted in its entirety.

SECTION 9 - ASSIGNMENT OF UNFAIR BUSINESS PRACTICES CLAIMS

9-1. In entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to a public works contract, the Contractor or subcontractor offers and agrees to assign to the City all rights, title and interest and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2, commencing with section 16700 of part 2 of division 7 of the Business and Professions Code), arising from the purchase of goods, services, or materials pursuant to this public works agreement. This assignment shall be made and become effective at the time the City tenders final payment to the Contractor, without further acknowledgment by the Parties.

SECTION 10 - TRENCHING AND EXCAVATION

10-1. If this contract involves digging trenches or other excavations that extend deeper than (4) feet below the surface, the following shall be done pursuant to California Public Contract Code Section 7104:

- A. That the Contractor shall promptly and before the following conditions are disturbed, notify the City in writing, of any:

- (1) Material that the Contractor believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code, that is required to be removed to a Class I, Class II or Class III disposal site in accordance with provisions of existing law.
 - (2) Subsurface or latent physical conditions differing from those indicated.
 - (3) Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the contract.
- B. That the City shall promptly investigate the conditions, and if it finds that the conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in the Contractor's cost of, or the time required for, performance of any part of work shall issue a change order under the procedures described in the contract.
- C. That, in the event that a dispute arises between the City and the Contractor whether the conditions materially differ, or involve hazardous waste, or cause a decrease or increase in the Contractor cost of, or time required for, performance of any part of the work, the Contractor shall not be excused from any scheduled completion date provided for by the contract, but shall proceed with all work to be performed under the contract. The Contractor shall retain any and all rights provided either by contract or by law which pertains to the resolution of disputes and protests between the contracting parties.

SECTION 11 - REMOVAL, RELOCATION OR PROTECTION OF EXISTING UTILITIES

11-1. Pursuant to Government Code Section 4215 et seq, the City shall assume the responsibility between the parties to this contract, for the timely removal, relocation, or protection of existing main or trunk line utility facilities located on the site of the construction project for this contract, if such utilities are not identified by the public agency in the plans and specifications made a part of the invitation for bids.

11-2. The Contractor shall be compensated for the costs of locating, repairing damage not due to the failure of the Contractor to exercise reasonable care, and removing or relocating such utility facilities not identified in the plans and specifications with reasonable accuracy and for equipment on the project necessarily identified during such work.

11-3. The Contractor shall not be assessed liquidated damages for delay in completion of the project, when such delay was caused by the failure of the City, or the owner of the utility to provide for removal or relocation of such utility facilities.

11.4. The City shall not be required to indicate the presence of existing service laterals or appurtenances whenever the presence of such utilities on the site of the construction project can be inferred from the presence of other visible facilities, such as buildings, meter and junction boxes, on adjacent to the site of construction, provided, however, nothing herein shall relieve the City from identifying main or trunk lines in the plans and specifications.

11.5. Nothing herein shall preclude the City from pursuing appropriate remedy against the utility for delays which are the responsibility of the utility.

11.6. If the Contractor, while performing the contract, discovers utility facilities not identified by the City in the contract plans or specifications, Contractor shall immediately notify the City and the utility in writing.

11.7. The public utility, when it is the owner, shall have the sole discretion to perform repairs or relocation work or permit the Contractor to do such repairs or relocation work at a reasonable price.

11.8. Contractor shall comply with Government Code Section 4216 through 4216.9.

11.9. Conduits from existing street light and traffic signal systems may be encountered during construction of this project. All removals, relocations, and/or replacements of existing conduit systems shall be performed in accordance with these specifications and City standards, by a qualified electrical contractor. All costs for said work shall be borne by the Contractor and paid as a part of the various items of work requiring such removals, relocations, and/or replacements, and no other compensation shall be made therefore.

SECTION 200 - ROCK MATERIALS

200-2 UNTREATED BASE MATERIALS.

200-2.1 General. - *Amend the first paragraph as follows:*

“Materials for use as untreated base or subbase shall be classified in the order of preference as follows:

Crushed Aggregate Base

Crushed Miscellaneous Base

Pulverized Miscellaneous Base.”

200-2.4.1 General. - *Delete the second sentence and replace with the following:*

“The material shall be free of deleterious material as defined in 200-1.1.”

200-2.4.2 Grading. - *Amend the first sentence of paragraph 1 as follows:*

“The material shall be uniformly graded and shall conform to the ‘fine’ gradations:”

200-2.5.1 General. - *Delete the third sentence and replace with the following:*

“The material shall be free of deleterious material as defined in 200-1.1.”

200-2.8.1 General. - *Amend as follows:*

Delete the second sentence of paragraph 1 and replace with the following:

“Pulverized miscellaneous base may contain underlying base material.”

Delete the third sentence of paragraph 1 and replace with the following:

“The material shall be free of deleterious material as defined in 200-1.1.”

SECTION 201 - CONCRETE, MORTAR AND RELATED MATERIALS

201-1 PORTLAND CEMENT CONCRETE.

201-1.1.1 General - *Add the following paragraph:*

The Contractor shall furnish the Engineer in the field with a copy of the mix design to be used, and with a legible certified weighmaster's certificate for each load of PCC delivered to the project. PCC delivered to the project site having a water content and/or slump greater than that specified in the mix design, shall be rejected and removed from the project site.

201-1.1.2 Concrete Specified by Class and Alternate Class - *Amend Table 201-1.1.2.(A) as follows:*

Street Surface Improvements section -

All concrete in this section shall have a minimum compressive strength at 28 days of 22,410 kPa (3,250 pounds per square inch), and meet the requirements of class 330-C-23 (560-C-3250) concrete.

Sewer & Storm Drain Facilities section, Sidehill Surface Drainage Facilities subsection -

All concrete in this subsection shall have a minimum compressive strength at 28 days of 22,410 kPa (3,250 pounds per square inch), and meet the requirements of class 330-C-23 (560-C-3250) concrete.

201-1.4.3 Transit Mixers. - *Replace the first sentence in paragraph 6 with the following:*

The total elapsed time between addition of water at the batch plant and the completion of the discharge of the PCC from the mixer, shall not exceed ninety (90) minutes. All PCC remaining in the mixer, after said ninety (90) minutes time limit, shall be rejected and removed from the project site.

SECTION 203 - BITUMINOUS MATERIALS

203-3 EMULSIFIED ASPHALT.

203-3.1 General. - *Modify the section by adding the following:*

Asphalt emulsion shall be a QUICKSET ANIONIC OR CATIONIC EMULSIFIED ASPHALT conforming to the requirements of Subsection 203-1.3, "Test Reports and Certification", and Subsection 203-1.2, "Testing Requirements" of the Standard Specifications.

The latex additive shall be Ultra Pave 70 (for anionic) or Ultra Pave 65 K (for cationic) or an approved equal. The latex shall be added at the emulsion plant after weighing the asphalt and before the addition of mixing water. The latex shall be added at a rate of two to two-and-one-half (2 to 2.5) parts to one-hundred (100) parts of emulsion by volume.

203-5 SLURRY SEAL.

203-5.1 General. - *Delete the sentence and replace with the following:*
Slurry seal shall be emulsion-aggregate slurry (EAS) conforming to 203-5.4.

203-5.2 Mix Design. - *Modify the section by adding the following:*

- (f) Admixtures, such as Portland Cement or aluminum sulfate may be mixed into the slurry material to adjust curing time such that the applied slurry can support vehicular traffic within 60 minutes.
- (g) Use of slag shall not be permitted.
- (h) Deliveries of aggregate and emulsion shall not be made without the engineer present. Emulsion is not to be transferred to an on-site storage tanker without the sieve test performed by the City.

203-5.3.2 Grading. - *Delete the sentence and replace with the following:*

The combined aggregate gradation shall be determined in accordance with ASTM C136 and conform to Type II requirements shown in Table 203-5.3.2 (A).

203-5.4.1 General. – *Modify the paragraph and replace with the following:*

EAS shall be a stable mixture of emulsified asphalt, aggregate, water, a set control agent, and latex. EAS shall be Type II-CQS-1h-EAS.

203-5.4.2.1 Aggregate. – *Delete the sentence and replace with the following:*

Aggregate shall be Type II conforming to 203-5.3.

203-5.4.2.2 Emulsified Asphalt. – *Modify the first paragraph and replace with the following:*

Emulsified asphalt shall be quick-set, and contain latex. Quick-set emulsified asphalt shall be CQS-1h conforming to 203-3.

203-6 ASPHALT CONCRETE.

203-6.1 General. - *Add the following paragraph:*

Unless otherwise approved by the Engineer, asphalt concrete for paving shall be C2-PG 64-10 (1/2”) for finish paving or B-PG 64-10 (3/4”) for base paving. Asphalt concrete for Type D1 or Type D2 curb shall be D2 –PG 70-10.

SECTION 206 - MISCELLANEOUS METAL ITEMS

206-7 TRAFFIC SIGNS.

206-7.1 General. The Contractor shall furnish or relocate and erect all traffic signage as required and specified.

All new traffic signage shall be a minimum of the encapsulated lens (high intensity) type, have an anti-graffiti protective covering and be installed on new posts. All traffic signage to be relocated shall be installed on new posts.

206-7.2 Protective Covering. Anti-graffiti protective covering shall be Type 1150-POF, manufactured by 3M Company, or approved equal.

206-7.3 Post and Base. New posts and bases shall be Ultimate Sign Support System as manufactured by Western Highway, or approved equal.

SECTION 207 – GRAVITY PIPE

207-2 REINFORCED CONCRETE PIPE (RCP).

207-2.1 General. - *Add the following sentences to paragraph 2:*

The minimum D-load for any RCP shall be 1,350. The minimum size for RCP shall be 18 inches (457 mm) unless otherwise approved by the Engineer.

SECTION 211 - MATERIAL TESTS

211-1 COMPACTION TESTS.

211-1.4 General. The Contractor shall be responsible for all quality control for all work. The Contractor shall complete all necessary testing to ensure the quality requirements within the specifications are achieved. The Contractor shall conduct the compaction testing by a geotechnical engineering firm and the results of the testing shall be made available to the Engineer.

The City will complete assurance testing throughout the project by an independent testing firm. The City will perform the first compaction test required at any location. If such test does not meet the required specifications, the City will make additional tests until the required compaction is obtained and withhold from the final payment due the Contractor, the cost of all such additional tests. To be acceptable, tests must be ordered and witnessed by the City. Tests will be ordered by the City and performed at a location and depth as directed by the City. The Contractor shall assist the City in performing these tests as necessary. The Contractor shall provide to the City the maximum dry density and the optimum moisture content results of backfill and bedding material when requested by the City.

SECTION 214 - TRAFFIC STRIPING, CURB AND PAVEMENT MARKINGS, AND PAVEMENT MARKERS

214-4 PAINT FOR STRIPING AND MARKINGS.

214-4.1 General. - *Amend the first sentence in paragraph 4 as follows:*

“Glass beads conforming to 214-3 shall be mechanically applied at a rate of 0.6 to 0.8 kg of beads per liter (5 to 7 pounds of beads per gallon).”

SECTION 300 - EARTHWORK

300-1 CLEARING AND GRUBBING.

300-1.1 General. - Amend as follows:

Amend paragraph 3 as follows:

“The natural ground surface shall be cleared of all vegetable growth, such as trees, logs, upturned stumps, roots of downed trees, brush, grass, weeds, shrubs, ground cover, tree stumps, decorative landscape rocks, edging, railroad ties, other decorative landscape treatments, boulders, rock, portland cement concrete, and all other objectionable materials, within the limits of construction.”

Add the following paragraphs:

Grubbing and removal of organic debris shall include the repair and/or replacement of all parkway irrigation piping and systems necessary to perform work on this Contract and capping pipelines until such time that permanent repairs and/or replacements have been made.

All debris removed from the project site under this item shall be disposed of at an approved dump site. All transportation costs and dump fees shall be borne by the Contractor.

Clearing and Grubbing shall include, but is not limited to, the following:

1. Removal of existing AC berms.
2. Removal of all curb and gutter, cross gutters, and spandrels shall be replaced within three (3) calendar days. The Asphalt Concrete patch for areas with curbs and gutters removed and replaced shall be placed within two (2) working days after the curb and gutter, cross gutters, and spandrels are replaced. Removal of all sidewalks shall be replaced within three (3) calendar days.
3. Saw cut and removal of poles, posts, PCC pavements, curb, gutter, and sidewalk. Holes resulting from removal of existing poles and posts from existing PCC, AC pavements and curbs and gutters, shall be filled or patched with like materials. Self-propelled drop hammers will not be allowed for removals.
4. Removal of all raised pavement markers not conforming to the approved plan or conflicting with the proposed striping as shown on the plans in accordance with Subsection 312-3, Removal, of the Standard Specifications.
5. Removal and disposal of boulders, rock or PCC.
6. All trees and shrubs less than 3m (9 ft) directly above the entire sidewalk surface shall be trimmed and removed by the contractor to allow a clear path of travel for pedestrians.
7. Irrigation system relocation:

Any irrigation systems in conflict with the proposed improvements that are removed, damaged, disturbed, or broken shall be modified, repaired, and/or replaced to be operable and provide full irrigation coverage to the areas requiring irrigation using new materials, equal or better than the original materials, with 20 mm (3/4 in) Schedule 40 PVC being the minimum acceptable for underground lines and 13 mm (1/2 in) Schedule 80 being minimum acceptable for risers and with the systems not being out of operation for more than two (2) days. No payment for work associated with the irrigation repair will be released, until all irrigation is complete, operable and accepted by the City.

All trees, shrubbery and lawns deprived of normal irrigation watering due to a disruption of service caused by the Contractor's operations shall be regularly and thoroughly irrigated by the Contractor so that said plantings will not be damaged. If any trees, shrubbery or lawns die or suffer unacceptable damage as a result of or precipitated by the Contractor's operations the Contractor shall replace same with the same plant species and size. Existing grass lawns within areas that must be excavated and/or re-graded shall be cut into approximate 305 mm (1 ft) squares, removed, protected, cared for and replaced as soon as possible. Dead, dying, and unacceptably damaged grass shall be replaced with new grass sod.

8. Existing inlets, slotted drains, drainage pipes, concrete gutters, drainage pipes, where any portion of such structure is within 1m of the grading plane in the excavation areas, or within 300 mm (1 ft) of original ground in embankment areas, or where shown on the plans to be removed, shall be completely removed and disposed of accordingly.
9. Removal and disposal of existing drainage inlet structure and PCC or AC apron.
10. The Contractor shall dispose all materials not being salvaged outside of the right-of-way and shall pay for all costs for disposal.
11. Removal and disposal of any abandoned utilities that may interfere with the improvements.
12. Self-propelled drop hammers will not be allowed for removals.

300-1.3.1 General. - *Add the following paragraphs:*

The Contractor shall dispose portland cement concrete, stone rubble, and brick at an approved dump site.

All reprocessed asphaltic cement concrete may be placed as the lower course of crushed aggregate base material. If the Contractor chooses not to reprocess the material, disposal at an approved dump site shall be required. All costs for disposal shall be borne by the Contractor. If the Contractor chooses to reprocess material, it shall be protected and remain contaminate-free, otherwise disposal at an approved dump site will be required with all costs borne by the Contractor.

All reprocessed asphaltic cement concrete to be used as crushed aggregate base shall be ground to conform to Section 200-2.2.

300-1.3.2 (a) Bituminous Pavement. - *Amend the following:*

Amend the second sentence as follows:

“Saw cutting of edges to be joined shall be with a power-driven saw. The groove shall be cut to a minimum depth of 4 inches (102 mm).”

Amend the third sentence as follows:

“Where bituminous pavement is to be removed, a cold mill header cut of maximum 6 feet (1.8 m) in width perpendicular to the join line shall be made, and a minimum laying depth of 1 inch (25mm) of new pavement material shall be provided at the join line.”

Amend the fourth sentence as follows:

“The edges of existing concrete pavement adjacent to the trench shall be saw cut to neat straight lines for the purpose of removing the damaged pavement areas.”

Add the following sentence:

Work under this item shall include asphalt concrete berms.

300-1.3.2 (b) Concrete Pavement. - *Amend the following:*

Amend the second sentence as follows:

“Saw cuts shall be made to a minimum depth of 4 inches (102 mm).”

Amend the third sentence as follows:

“If a saw cut in concrete pavement falls within 5 feet (1.5 m) of a construction joint, cold joint, expansion joint, or edge, the concrete shall be removed to the joint or edge.”

300-1.3.2 (c) Concrete Curb, Walk, Gutters, Cross Gutters, Driveways and Alley Intersections. - *Amend the following:*

Amend the first sentence as follows:

“Concrete shall be removed to neatly sawed edges with saw cuts made to a minimum depth of 4 inches (102 mm).”

Amend the third sentence as follows:

“No section to be replaced shall be smaller than 36 inches (1 m) in either length or width.”

Amend the fourth sentence as follows:

“If the saw cut in sidewalk or driveway would fall within 36 inches (914 mm) of a construction joint, expansion joint, or edge, the concrete shall be removed to the joint or edge, except that where the saw cut would fall within 12 inches (300mm) of a score mark, the saw cut shall be made in and along the score mark.”

Amend the fifth sentence as follows:

“curb and gutter shall be sawed to a depth of 4 inches (102 mm) on a neat line at right angles to the curb face.”

300-1.3.2 (d) Striping and Markings. All existing striping, markings and raised pavement markers shown to be removed or necessary to be removed from paving areas. This item includes removal in compliance with applicable laws and cleanup of residue from the operation.

All striping, markings and raised pavement markers removed beyond the limits shown on the plans for and/or at the convenience of the Contractor shall be replaced at the Contractor's expense.

300-1.3.2 (e) Structures. All existing concrete structures (reinforced or non-reinforced) as shown on the plans to be removed or abandoned, including but not limited to, undersidewalk drains, manholes, headwalls, bulkheads, drop inlet structures, energy dissipaters, catch basins, vaults and pipelines. Abandonment shall include all cuts and concrete plugs necessary to seal ends or openings of abandoned pipes or structures.

300-1.3.2 (f) Rock Curbs. All rock from rock curb removals, as shown on the plans or required for construction of the project, shall be transported, delivered and unloaded at a storage site as directed by the Engineer.

300-1.3.2 (g) Miscellaneous Removals. All other removals of facilities, as shown on the plans but not covered under separate bid items, and any underground facilities found during the work and not shown on the plans shall be performed. The City has endeavored to show all known underground facilities but is not responsible for unknown or abandoned facilities. Unknown underground facilities shall be paid as extra work.

300-1.3.2 (h) Miscellaneous Relocations. All relocation work as shown on the plans or required for construction of the project, but not covered under separate bid items, shall be included as a part of Subsection 300-1 Clearing and Grubbing. All relocation work performed as a part of clearing and grubbing work shall conform to the requirements and specifications of the agency or utility having jurisdiction over the item to be relocated.

300-1.4 Payment. - *Add the following sentence to paragraph 1:*

Payment for work on this item shall be made as a percentage of the work completed at each monthly payment.

300-2 UNCLASSIFIED EXCAVATION.

300-2.2.2 Wet Material. - *Amend the second sentence of the paragraph:*

“If such high moisture content is not the result of any action on the part of the Contractor, or inaction in protecting the work during the course of the contract, the work involved will be paid for in the following manner: Over-excavation and disposal work shall be considered “extra work,” with backfill and compaction of crushed aggregate base paid under the appropriate bid item in these specifications.”

300-12 MISCELLANEOUS GRADING. The parkway, whether landscaping exists or not, shall be graded and compacted to achieve drainage towards the street at a slope of 2%. Grading shall be coordinated such that it is the last item of work to be completed, prior to site clean-up. Loose material and dirt shall be raked, compacted and distributed throughout the parkway area. Areas

adjacent to installed improvements must be graded to a level within one inch from the finished surface. Extra dirt/fill shall be removed from the project in accordance with Specifications.

The Contractor, at his expense shall photo-document pre-construction conditions prior to starting excavating. After construction is completed, the Contractor shall photo-document the finished grade. The Contractor shall provide the City with said photos with addresses identifying each property location, the direction the photograph was taken (facing North, South etc). The Contractor shall keep a copy of the photos (either electronically or hard copy) and provide the City with electronic copies of the photos.

SECTION 301 - TREATED SOIL, SUBGRADE PREPARATION AND PLACEMENT OF BASE MATERIALS

301-1 SUBGRADE PREPARATION.

301-1.3 Relative Compaction. - *Amend the second sentence of paragraph 1 as follows:*

“When base material, curb, gutter, alley pavement, driveways, or sidewalks are to be placed on the subgrade material, the top 6 inches (150mm) of such subgrade material shall be compacted to a relative compaction of 95 percent.”

301-2.1 General. – *Add the following paragraphs:*

The contractor shall use ‘crushed aggregate base’ or ‘crushed miscellaneous base, fine graded’ as the base material. The use of ‘processed miscellaneous base,’ ‘select subbase,’ or ‘disintegrated granite’ shall not be used as base material.

The contractor may use ‘pulverized miscellaneous base’ (grindings) as part of the crushed base material. Said grindings shall be uncontaminated and placed in an even thickness as the lower course of crushed base material. Spreading and compacting shall comply with Sections 301-2.2 and 301-2.3.

301-2.3 Compacting. – *Amend the second sentence of paragraph 3 as follows:*

“Compaction in the excepted areas shall be as specified in 211-1 with each layer of compacted base material having a minimum relative compaction of 95 percent.”

301-2.4 Measurement and Payment. – *Add the following paragraph:*

Payment shall be made for cold-planing, storing, placing, and compacting reprocessed asphalt concrete pavement (grindings) as part of the crushed aggregate base (CAB) material. The volume of grindings placed shall be figured and a tonnage figure computed using 9.35 kg/m³ (150 pounds per cubic foot). This tonnage figure shall be paid as part of the crushed aggregate base tonnage for this project.

301-7 FULL DEPTH RECLAMATION WITH MECHANICAL STABILIZATION (FDR-25)

301-7.1 Description. This rehabilitation alternative consists of pulverizing the existing asphalt concrete (AC) layer along with the underlying unbound material to a depth of 6, 9 or 12 inches per

plan and specifications. The properties of this layer are considered to be similar to an Aggregate Subbase material with a modulus of at least 25 ksi.

The manufacture of the recycled base course shall be done in-place by pulverizing and blending the existing AC layer and base materials, if present. The process shall be accomplished in accordance with these specifications and conform to the lines and grades shown in the plans or as established by the engineer.

301-7.2 Construction. The asphalt concrete surfacing and underlying base materials shall be pulverized such that 100 percent of the material will pass a two-inch sieve and a minimum of 90 percent will pass a one and one-half inch sieve. All materials other than rock and pulverized asphalt concrete shall be broken up such that these materials will pass a one inch sieve. The pulverized materials shall be free of roots, weeds, wood, and construction debris. All grass and other vegetation shall be removed from the edge of the exiting pavement or lip of gutter pan to prevent contamination of the pulverized bituminous material during the milling operation.

Trimming and disposal of excess material, if required, will be performed on the intimate mixture of pulverized asphalt concrete, base materials and subgrade soil. Excess pulverized material is the surplus that results after trimming and grading the pulverized pavement section to the lines and grades matching existing and/or per plans and specifications.

Do not start pulverized roadbed activities if the ambient air temperature is below 40F. If the ambient air temperature falls below 40F, you may only compact and finish pulverized roadbed. Before starting daily pulverized roadbed activities, sweep the pulverized roadbed area constructed the previous day to remove loose material.

301-7.3 Surface Preparation. Before pulverized roadbed activities start, prepare the existing roadway surface by:

1. Clearing foreign matter including vegetation
2. Removing standing water
3. Referencing the profile and cross slope
4. Marking the proposed longitudinal cut lines on the existing pavement as follows:
 - 4.1. Cut lines must coincide with points where the existing cross slope changes, approximately at the centerline and edge of traveled way
 - 4.2. Cut lines must indicate the sequence of the cuts
5. Referencing existing lane lines and striping layout

Final subgrade surface shall slope away from the street centerline to a maximum of 3% grade. Pulverized asphalt material must be used as base material to meet new cross slope requirements. Native sub-grade material may need to be hauled off to allow for the use of all pulverized base material. No additional compensation will be allowed for any sub-grade removal and haul-off if required. Any contaminated material will be removed and disposed of by the contractor off site at his expense. Any shortage of material, caused by premature disposal of the indicated surplus material by the contractor, shall be replaced by it and no additional compensation will be allowed for such replacement.

301-7.4 Spreading, Mixing, and Compacting. Do not use a heating device to soften the pavement. Remove any visible oversized materials in the pulverized roadbed mixture prior to shaping and compacting. If you encounter unstable subgrade or rocks greater than 4 inches in the roadway section, notify the Engineer. The Engineer determines the extent of the unsuitable material and the corrective measures to be taken.

According to the Section 301-2.3, the compaction shall always be commenced along the edge of the area to be compacted and the roller shall gradually advance toward the center of the area to be compacted. Rollers shall be operated along lines parallel or concentric with the centerline of the road being constructed, and no material variation therefrom will be permitted. All rollers must be maintained in good mechanical and working condition.

The relative compaction of each layer of compacted base material shall not be less than 95 percent. ASTM D2922, Methods of Density of Soil and Soil Aggregate in Place by Nuclear Methods, (or ASTM D1556). After compaction, the sub-grade shall be firm, and unyielding.

301-7.5 Finishing. The finished pulverized roadbed surface must not vary more than 0.05 foot from the lower edge of a 12-foot straight edge laid in directions parallel and perpendicular to the centerline. Variations within the above specified tolerances shall be compensating so that the average grade and cross section specified are met. The finished surface must be free from segregation, tearing, and scarring, and have a uniform surface texture throughout the work limits.

301-8 FULL DEPTH RECLAMATION WITH CEMENT STABILIZATION (FDR-200)

301-8.1 Description. This rehabilitation alternative consists of pulverizing the existing asphalt concrete (AC) layer along with the underlying unbound material to a depth of 6, 9 or 12 inches per plan and specifications. The properties of this layer are considered to be similar to an Aggregate Subbase material with a modulus of at least 200 ksi.

The manufacture of the recycled base course shall be done in-place by pulverizing and blending the existing AC layer and base materials, if present, and adding cement. Micro-cracking of the completed cement stabilized surface is required before HMA is to be placed directly on top of the cement treated surface, regardless of the AC thickness. The process shall be accomplished in accordance with these specifications and conform to the lines and grades shown in the plans or as established by the engineer.

The cement content must be 2% by dry weight of FDR with cement with a dry unit weight of 130 lb/cu ft for 6" FDR section. The cement content must be 3% by dry weight of FDR with cement with a dry unit weight of 130 lb/cu ft for 9" FDR section. The cement content must be 4% by dry weight of FDR with cement with a dry unit weight of 130 lb/cu ft for 12" FDR section. Cement must be Type II or Type V Portland cement specified in ASTM C 150/150M.

301-8.2 Construction. The asphalt concrete surfacing and underlying base materials shall be pulverized such that 100 percent of the material will pass a two-inch sieve and a minimum of 90 percent will pass a one and one-half inch sieve. All materials other than rock and pulverized asphalt

concrete shall be broken up such that these materials will pass a one inch sieve. The pulverized materials shall be free of grass and vegetation, and construction debris to prevent contamination of the pulverized materials. Mixing shall continue until, and at the speed of the recycling unit adjusted to ensure, a homogenous mixture of the above materials and pulverized materials are achieved.

Trimming and disposal of excess material, if required, will be performed on the intimate mixture of pulverized asphalt concrete, base materials and subgrade soil. Excess pulverized material is the surplus that results after trimming and grading the pulverized pavement section to the lines and grades matching existing and/or per plans and specifications. Excess pulverized material shall consist of non-treated well mixed pulverized AC pavement and subgrade.

Do not start pulverized roadbed activities if the ambient air temperature is below 40F. If the ambient air temperature falls below 40F, you may only compact and finish pulverized roadbed. Before starting daily pulverized roadbed activities, sweep the pulverized roadbed area constructed the previous day to remove loose material.

301-8.3 Surface Preparation. Before pulverized roadbed activities start, prepare the existing roadway surface by:

1. Clearing foreign matter including vegetation
2. Removing standing water
3. Referencing the profile and cross slope
4. Marking the proposed longitudinal cut lines on the existing pavement as follows:
 - 4.1. Cut lines must coincide with points where the existing cross slope changes, approximately at the centerline and edge of traveled way
 - 4.2. Cut lines must indicate the sequence of the cuts
5. Referencing existing lane lines and striping layout

Final pavement surface shall slope away from the street centerline to a maximum of 3% grade. Pulverized material must be used as base material to meet new cross slope requirements. Native sub-grade material may need to be hauled off to allow for the use of all the pulverized base material. No additional compensation will be allowed for any sub-grade removal and haul-off if required. Any contaminated material will be removed and disposed of by the contractor off site at his expense. Any shortage of material, caused by premature disposal of the indicated surplus material by the contractor, shall be replaced by it and no additional compensation will be allowed for such replacement.

301-8.4 Spreading, Mixing, and Compacting. Do not use a heating device to soften the pavement. Remove any visible oversized materials in the pulverized roadbed mixture before shaping and compacting. If you encounter unstable subgrade or rocks greater than 4 inches in the roadway section, notify the Engineer. The Engineer determines the extent of the unsuitable material and the corrective measures to be taken.

Recycling shall be performed to the depth provided in the plans, while incorporating stabilizing agents, mineral filler, additional aggregate and water. Mixing shall continue until, and the speed

of the recycling unit adjusted to ensure, a homogenous mixture of the above materials and pulverized materials is achieved. Pre-cutting, grading and light compacting of the recycled material shall be performed prior to incorporation of the stabilizing. Spread cement uniformly over the full roadway surface width. Do not spread cement more than 30 minutes before mixing. Do not apply dry cement in windy conditions that will result in dust outside the FDR with cement area. The application rate must be the mix design rate or the ordered application rate in lb/sq yd \pm 0.5 percent. The application rate of all stabilizing agents shall be continuously monitored. If the measured application rate falls outside the above tolerance, then the recycling operations shall be stopped and corrected before proceeding. Do not spread cement and aggregate before pulverizing.

Water must be injected through the pulverizing machine. The injection rate of mixing water must be sufficient to produce the FDR with cement material mixing moisture content. The water content of the stabilized material shall be monitored closely to ensure proper compaction. Mark where the center of the pulverizing drum stops. Start the following cut on this alignment at least 2 feet behind the mark. Before compacting, remove solids larger than 3 inches in any dimension by hand.

Immediately after pulverizing and mixing, compact FDR with cement to the minimum relative compaction. Do not allow more than 2 hours between final mixing of the pulverized material with cement and completion of initial compaction before trimming. During grading and final compaction add water to maintain the mixing moisture content as described in the mix design. Do not allow more than 2 hours to elapse from the time water is added to the aggregate and cement to completion of final compaction after trimming.

Longitudinal joints between adjacent stabilization passes shall be overlapped at least 4 inches. Transverse joints between the recycling process shall be saw-cut, if necessary, to provide a vertical clean face to ensure proper compaction. Compaction of cementitious stabilizer begins within 20 minutes after mixing and achieving gradation and moisture requirements.

According to the Section 301-2.3, the compaction shall always be commenced along the edge of the area to be compacted and the roller shall gradually advance toward the center of the area to be compacted. Rollers shall be operated along lines parallel or concentric with the centerline of the road being constructed, and no material variation therefrom will be permitted. All rollers must be maintained in good mechanical and working condition.

The relative compaction of each layer of compacted base material shall not be less than 95 percent. ASTM D2922, Methods of Density of Soil and Soil Aggregate in Place by Nuclear Methods, (or ASTM D1556). After compaction, the sub-grade shall be firm, and unyielding.

Construction joints shall have vertical faces and shall be made in thoroughly compacted material. Additional mixture shall not be placed against the construction joint until the joint has been approved by the Engineer. The face of the cut joint shall be lean and free of deleterious material and shall be kept moist until the placing of the adjacent FDR with cement.

301-8.5 Finishing. Once the entire working width (full lane width plus effected shoulder width) has been stabilized, and only after primary compaction has been completed, the entire working

width shall be graded to the required profile and cross-slope. Disturbance to the stabilized and primary compacted material shall be kept to a minimum during this grading and shaping operation.

The finished pulverized roadbed surface must not vary more than 0.05 foot from the lower edge of a 12-foot straight edge laid in directions parallel and perpendicular to the centerline. Variations within the above specified tolerances shall be compensating so that the average grade and cross section specified are met. The finished surface must be free from segregation, tearing, and scarring, and have a uniform surface texture throughout the work limits.

Immediately after compaction, apply water and roll with no vibration. The finished surface must be free of ruts, bump, indentations, segregation, raveling, and any loose material.

The completed cement treated subgrade shall be moist cured continuously until it is in a firm and unyielding condition. The cement treated subgrade shall be kept free from heavy traffic during the curing period or until the asphalt concrete surfacing is placed whichever is less, unless otherwise directed by the Engineer. Moisture curing shall be the only method of curing prior to micro-cracking.

Micro-cracking shall be performed with several vibratory roller passes 48 to 72 hours after finish grading to prevent severe, wide cracks from forming thus reduces the potential for reflective cracking through the HMA layer. Micro-cracking shall be performed before the application of asphaltic emulsion curing seal. After micro-cracking is complete additional moisture curing may be used. Any additional water required to achieve maximum density shall be applied by spraying the surface of the stabilized material with light applications. Care shall be taken so as not to over-apply additional water to any areas of the stabilized material.

While open to traffic and before placing HMA, maintain the FDR with cement surface free of ruts, bumps, indentations, raveling, and segregation. If FDR with cement material is damaged, it shall be repaired by removing and replacing the entire depth of affected layers in the damaged area. Feathering will not be permitted for repair of low areas.

Asphaltic emulsion curing seal must be applied on the completed cement treated base immediately before placing HMA. Asphaltic emulsion curing seal must comply with Caltrans Standard Section 94, Grade SS1 or CSS1. Dilute and thoroughly mix asphaltic emulsion for curing seal at a ratio of 1 part water to 1 part asphaltic emulsion. The water must no cause premature separation of the emulsion. Uniformly apply the diluted curing seal at a rate of 0.1 gal/yd² of cement treated base surface.

SECTION 302 - ROADWAY SURFACING

302-4 SLURRY SEAL SURFACING.

302-4.3.1 General. – *Add the following paragraphs:*

All slurry mixing machines shall be equipped with a Fines Feeder for the adding of cement or granular Aluminum Sulfate.

Prior to the beginning of slurry operations, the Contractor shall furnish, at no cost to the City, current licensed weigh master's certificates indicating the net weight capacity of the aggregate bin. The Contractor shall provide a drive upon scale at the project site or an alternate site approved by the City. The drive on scale shall show the net weight of the aggregate bin on each slurry machine before the machine and product will be approved for applying slurry on the project.

All slurry machines are to carry, at all times, a calibrated emulsion measuring stick. The emulsion measuring stick is to be calibrated in 10-gallon increments to the slurry machine it is used on. Emulsion measuring sticks from other slurry machines will not be allowed to measure the gallons of emulsions on the slurry machines they were not calibrated to. The emulsion measuring stick is to have the slurry machine number or identification permanently marked on the stick. The gallons of emulsion are to be measured with a calibrated emulsion measuring stick and recorded before leaving and after returning to materials site. Use of a slurry machine will not be allowed if it does not have a calibrated emulsion measuring stick.

The Contractor shall furnish prior commencing work, a calibrated stick in 10-gallon increments to measure the oil in the trailer storage tanks in gallons. The measuring stick shall be calibrated to the trailer storage tank it is used on. The inspector shall check the oil in each load "in and out" and in the storage tanks at the beginning and end of each day to determine the amount of emulsion used for that day. Emulsion is not to be transferred from delivery tank to on-site storage tank before the City performs the sieve analysis on the emulsion. Aggregate used in the slurry shall not exceed a moisture content of four percent (4%) by weight of dry aggregate.

Contractor may not schedule more than 150 tons of slurry to be placed per day. Slurry may not be applied at more than 150 feet per minute.

The Contractor shall provide a self-propelled 10 ton pneumatic roller with a tire pressure of 50 PSI and equipped with a water spray system. The Contractor shall roll the required streets the same day they are slurried. The Contractor will be responsible for proper scheduling of the work such that the rolling can be properly done within the given time constraint. Failure to comply shall result in a \$250.00/calendar day liquidated damage being assessed per incident. The cost of furnishing the roller and operator shall be included in the price paid for slurry seal.

The Contractor is hereby advised that City streets, parking lots, or other City-approved property will not be allowed as a site for stockpiling and batching. Arrangements for an acceptable site shall be the sole responsibility of the Contractor.

The Contractor shall sweep any raveled material on the street one (1) week after the initial placement. If the Engineer determines the raveling is excessive, the frequency of sweeping shall be adjusted to the field conditions of the raveling. If raveling continues within two (2) weeks of the initial placement, the street shall be swept and reslurried with a Type I mixtures (Local Streets) or a Type II (Arterial/Collector Streets) at no cost to the City. Raveling can be identified by the presence of "black pebbles" in the gutter.

The Contractor shall remove any and all weeds that are growing through cracks from the project street located within the pavement or growing between the concrete gutter and the pavement and spray a herbicide mixture of either Hyvar mixed with Roundup or Pramamol mixed with Roundup, or approved equal, at least fourteen (14) calendar days prior to slurring. The herbicide mixture

shall contain Blazon, or approved equal, a purple dye to easily confirm the herbicide has been applied. The work shall be approved by the Engineer or his representative prior to slurring. Full compensation for plant removal and herbicide treatment shall be considered as included in the unit cost for slurry seal.

Longitudinal joints must correspond with lane lines. You may request other longitudinal joint patterns if they do not adversely affect the slurry seal. Spread slurry seal in full lane widths. Do not overlap slurry seal between adjacent lanes more than 3 inches. Use a material, such as building paper at transverse joints and over previously placed slurry seal to prevent double placement. Remove the material after use. Use hand tools to remove spillage.

Full compensation for developing a water supply, for furnishing and placing all water required for work done in the Contract, including extra work shall be included in the prices paid for the various items of work requiring water; and no separate payment will be made therefore. The Contractor shall supply the City with licensed weighmaster's certificates of weight for all delivered aggregates to the job during the course of each day. Aggregate shall be delivered to the project only in the presence of a City representative. The Contractor shall also present weighmaster certificates for the amount of such aggregate remaining at the completion of the project at no cost to the City. Payment shall be determined by the amount that is physically placed, which cannot exceed the amount that is delivered to the job site with the certified weighmaster tickets. There shall be not outside work done utilizing materials from the tanks or stockpiles stored for the City's Contract.

Prior to storing aggregate on private property, the Contractor shall submit to the Engineer written permission from the property owner for such stockpiling.

Precautions shall be taken to ensure that stockpiles do not become contaminated with oversized rock, clay, silt, or excessive amounts of moisture. The stockpiles shall be kept in areas that drain readily. Segregation of the aggregate will not be permitted.

The Contractor shall protect the wet slurry from traffic at all times and if damaged or defaced, the Contractor shall repair said damage at no additional cost to the City.

The placement of slurry seal may be suspended with the concurrence of the Engineer due to unsuitable weather, temperature conditions, or other conditions that are considered unfavorable for the prosecution of the work. The Contractor shall immediately comply with the order of suspension by the Engineer, and work shall not be resumed until authorized by the Engineer.

302-4.8 Spreading and Application. - *Add the following paragraphs:*

Prior to applying slurry seal, the Contractor shall clean, to the satisfaction of the Engineer, the street surface with a power sweeper, remove all R.P.M.'s, abrasive grind or sandblast completely all lane lines, street legends, crosswalks or other painted or thermoplastic surfaces. This is necessary to provide a good bonding surface for the slurry seal, as well as eliminate "ghosting" of the old striping and markings as the new slurry wears off over time.

It is anticipated that nuisance water, such as storm water runoff and irrigation water, will run in and across the right-of-way at various time throughout the period of construction. It shall be the responsibility of the Contractor, at their own expense, to provide for and protect the work from such water. In addition, the Contractor's responsibility shall include handling nuisance waters such that their operations do not cause them to damage existing improvements or properties adjacent to or near the site of work.

Slurry shall not be applied when the atmospheric temperature is less than 65°F (18°C).

The application of slurry shall not commence until after 8:00 a.m., and shall conclude at 1:30 p.m. unless otherwise authorized by the Engineer. The slurry shall be sufficiently cured to be open to traffic by 4:00 p.m. The portions of streets to be slurried shall be closed from the time the application begins until the mixture has achieved sufficient set to be opened to traffic.

The slurry shall be applied in such a manner that no ripples or waves exist. If ripples or waves occur in the slurry during the application, the work shall cease and the Contractor shall correct the situation. The Contractor may use a drag to knock down ridges. If ripples or waves are not corrected to the Engineer's satisfaction, the street shall be reslurried at the Contractor's expense.

The Contractor shall, at the direction of the Engineer, repair the reseal to the entire street, or complete section thereof, as determined by the Engineer, which have not been sealed properly (includes areas that have failed to meet yield and mix design specifications) and completely. No compensation will be provided for slurry seal used in repair and reseal work.

Each slurry crew shall be composed, at a minimum, of a coordinator at the project site at all times, a competent quick-set mixing man, a competent driver, two squeegee men, and sufficient laborers for any handiwork and cleanup.

Surface oil and grease shall be removed or sealed with shellac or an equivalent material approved by the City before the application of the slurry seal. Full compensation for surface oil and grease removal shall be considered as included in the unit cost for slurry seal.

The Contractor shall roll all cul-de-sacs (the last 250' minimum), the last 250' of dead-end streets and knuckle curves. Full compensation for rolling the slurry shall be considered as included in the unit cost for slurry seal.

During slurry seal operations, it shall be the Contractor's responsibility to place protective covering over, or to otherwise avoid slurry seal coating of manholes, utility covers, pavement markers (reflective and non-reflective), concrete gutters, concrete cross gutters, and drainage facilities, survey monuments and remove said covering and/or slurry seal coating after slurry sealing has been completed.

The start and finish of slurry application shall be a straight line which, unless otherwise approved by the Engineer, shall be obtained by laying a strip of building paper or other material approved by the Engineer on the pavement surface. After application of slurry, the paper is to be removed leaving a straight edge. The entire street surface area shall be sealed the same day.

302-4.8.1 Crack Sealing and Filling. Crack sealing shall be performed prior to the Slurry Seal application. Pavement cracks 1/4" wide and larger shall be sealed. Pavement cracks 1/8" to 1" wide shall be cleared of all loose particles of dust, dirt and laitance with oil-free compressed air immediately preceding the sealing operation. Cracks shall be routed out as necessary to provide a reservoir for the sealer that will have a depth of 1" to 1 1/2".

The crack sealing material shall be a hot-applied asphalt (Crafco Polyflex or approved equivalent). The crack sealing material must not be modified or diluted in any way. Pavement cracks larger than 1" wide shall be filled with the mixtures per Specification Section 203-6.4 Type E (Extra Fine).

A wand and nozzle type application shall be used to fill all cracks with crack sealing material. Crack sealing material shall be applied in two applications with the possibility of additional applications to fill the crack within the allowable tolerance. The cracks must be filled to the surface and not overfilled or applied to the top of adjoining pavement or concrete surfaces. The cracks shall be squeegee immediately after the sealant has been applied to insure conformity with the pavement surface.

The crack sealing material shall then be allowed to penetrate and sink into the crack area for a minimum of one hour. Each crack must then have a second application of crack sealer material applied in the crack area only to within + 0.01' of the adjoining pavement surface. If the material is a cold-applied, polymer modified petroleum emulsion, sand will be applied over the crack sealing material after the second application, covering a minimum of 1 1/2 inches each side of the crack and not more than 3/4 inch higher than the top of the pavement. The contractor shall be responsible for the removal of all excess sand which shall be removed within three hours after being applied.

302-5 ASPHALT CONCRETE PAVEMENT.

302-5.1 General. - *Add the following paragraphs:*

Asphalt concrete pavement structural sections equal to or greater than 3 inches (76 mm) in thickness shall be installed in two lifts. Base course aggregate material size shall be 3/4 inch (19 mm) and cap course aggregate material size shall be 1/2 inch (13 mm). All pavement shall be placed over 4 inches of crushed aggregate base, unless compacted to 95% relative compaction.

All valves within project limits in the public right-of-way shall be raised to finish grade as a part of this work. The Contractor shall furnish and install new can or slip can materials as necessary. If new water valve lids are necessary, they shall be supplied by the Municipal Utilities and Engineering Department. All valve can lids within the project limits in the public right-of-way shall be painted the appropriate color for the utility they represent (ie. Water - Blue, Gas - Yellow, Fire – Red, etc.).

302-5.2 Timeline of Paving Operations.

All paving operations shall follow the timeline and requirements shown below unless otherwise approved by the City:

PAVING TIMELINE				
DESCRIPTION OF WORK	TIME PERIOD			
	WEEK 1 (DAY 1-7)	WEEK 2 (DAY 8-14)	WEEK 3 (DAY 15-21)	WEEK 4 (DAY 22-28)
PAVING (START TO FINISH) ⁽¹⁾				
CURE PERIOD ⁽²⁾				
MANHOLE ADJUST TO GRADE ⁽³⁾				
STRIPING & PAVEMENT MARKINGS ⁽⁴⁾				
TRAFFIC LOOPS ⁽⁵⁾				
NO PARKING SIGNS ALLOWED ⁽⁶⁾				

Note: All time periods shown above are the maximum amount of allowable time for each activity. This timeline does not apply to the installation or repair of curb and gutter, ac dikes, sidewalks, cross gutters, curb ramps, driveway approaches or truncated domes.

- (1) In no case shall any street segment remain unpaved longer than three calendar days if no other work activity is being performed on that street segment. Any deviation from the timeline shall result in a penalty assessment of \$1,000 per calendar day.
- (2) No work except cat tracking of proposed striping is allowed during this period; therefore “No Parking Signs” shall not be installed during this activity.
- (3) Once each manhole is exposed, all associated work to adjust it to grade must be completed within 48 hours. This shall include all adjustments of manholes, vaults, valve cans, etc. as required by the Contract.
- (4) All cat tracking and approval of proposed striping shall occur during the cure period.
- (5) Traffic loops must be installed after the approval of striping layout and prior to the installation of thermoplastic striping and pavement markings.
- (6) “No Parking Signs” shall be installed per Section 7-19 of these specifications.

302-5.4 Tack Coat. – *Delete and replace with the following:*

If the asphalt concrete pavement is being constructed directly upon an existing hard-surfaced pavement, a tack coat of High Performance Seal (HPS) No-Track Tack at an approximate rate of 0.05 gallon per square yard shall be uniformly applied upon the existing pavement preceding the placement of asphalt concrete. The surface shall be free of water, foreign material, or dust when the tack coat is applied. To minimize public inconvenience, no greater area shall be treated in any one day than is planned to be covered by asphalt concrete during the same day, unless otherwise approved by the Engineer.

302-5.5 Distribution and Spreading. – *Add the following:*

Unless otherwise permitted by the Engineer, the top layer of asphalt concrete for shoulders, tapers, transitions, road connections, private drives, curve widening, turnouts, left-turn pockets, and other such areas, shall not be spread before the top layer of asphalt concrete for the adjoining through lane has been spread and compacted. At locations where the number of lanes are changed, the top layer for the through lanes shall be paved first. Tracks or wheels of spreading equipment shall not be operated on the top layer of asphalt concrete in any area until final compaction has been completed or unless directed by the Engineer.

All screed extensions for paving machines shall be provided with a tamper, roller, or other suitable compacting devices.

Asphalt pavers shall be equipped with automatic screed controls and a sensing device or devices. Automatic grade and slope control shall be used for overlays.

All joints shall be sealed after rolling.

When placing asphalt concrete to the lines and grades noted in the plans or as approved by the Engineer, the automatic screed controls shall control the longitudinal grade and transverse slope of the screed. Grade and slope references shall be furnished, installed, and maintained by the Contractor. The Contractor shall use a ski device, the minimum length of the ski device shall be 30 ft. The ski device shall be a rigid one-piece unit and the entire length shall be utilized in activating the sensor. The Contractor may use a laser to control the screed.

When placing the initial mat of asphalt concrete on existing pavement, the end of the screed nearest the center line shall be controlled by a sensor activated by a ski device not less than 30 ft long. The end of the screed farthest from center line shall be controlled by an automatic transverse slope device set to reproduce the cross slope approved by the Engineer.

When paving contiguously with previously placed mats, the end of the screed adjacent to the previously placed mat shall be controlled by a sensor that responds to the grade of the previously placed mat and will reproduce the grade in the new mat within a 0.01 ft. tolerance. The end of the screed farthest from the previously placed mat shall be controlled in the same manner as when placing the initial mat.

Should the automatic screed controls fail to operate properly during any day's work, the Contractor may use manual control of the spreading equipment for the remainder of that day; however, the equipment shall be corrected or replaced with alternative automatically controlled equipment conforming to the requirements in this section before starting the next day's work.

Should the methods and equipment furnished by the Contractor fail to produce a layer of asphalt concrete conforming to the requirements, including straightedge tolerance, of Subsection 302-5.6.2 - Density and Smoothness, of the Standard Specifications, the paving operation shall be discontinued and the Contractor shall modify his equipment or furnish substitute equipment. A

drop-off of more than 0.15 ft will not be allowed at anytime between adjacent lanes open to public traffic.

The Contractor shall schedule his paving operations such that each layer of asphalt concrete is placed on all contiguous lanes of a traveled way each work shift. At the end of each work shift, the distance between the ends of the layers of asphalt concrete on adjacent lanes shall not be greater than 10 ft. nor less than 5 ft. Additional asphalt concrete shall be placed along the transverse edge at the end of each lane and along the exposed longitudinal edges between adjacent lanes, hand raked, and compacted to form temporary conforms. Kraft paper, or other approved bond breaker, may be placed under the conform tapers to facilitate the removal of the taper when paving operations resume.

302-5.6.1 General. - *Add the following paragraph:*

All asphalt concrete pavement abutting portland cement concrete gutters shall match and be flush with the gutter lip when finish rolling is complete.

302-5.6.2 – Density and Smoothness. - *Delete and replace with the following:*

The completed surfacing shall be thoroughly compacted, smooth and free from ruts, humps, depressions or irregularities. Any ridges, indentations or other objectionable marks left in the surface of the asphalt concrete shall be eliminated by rolling or other means. The use of any equipment that leaves humps, ridges, irregularities or other objectionable marks in the asphalt concrete shall be discontinued, and acceptable equipment shall be furnished by the Contractor.

The finished surface shall meet the following smoothness criteria:

- When a 12 foot long straightedge is laid on the finished surface parallel to the centerline of the roadway, the finished surface shall not vary from the edge of the straightedge more than 0.05 feet, except at changes in grade,
- When a 12 foot long straightedge is laid on the finished surface perpendicular to the centerline of the roadway and extends from edge to edge of a traffic lane, the finished surface shall not vary from the edge of the straightedge more than 0.05 feet, except at changes in grade.

If the top layer of pavement does not comply with the smoothness specifications shown, remove and replace the entire section or complete a grind and overlay of 1.5 inches or 3 times the aggregate size, whichever is greater. Grind and overlay will be considered as a repair method only when the thickness of the asphalt pavement section is greater than 1.5 inches following the required grinding. Corrected section shall be rectangular to the nearest pavement edge or lane line and to a crosswalk, concrete spandrel or other limits approved by the City. Do not begin corrective actions until the method and limit of correction is authorized by the City. If the tolerances cannot be achieved by the methods described above, the contractor must re-pave the street section, in kind, at their own expenses.

The compaction after rolling shall be a minimum of 91 percent and a maximum of 97 percent of the density obtained on samples compacted with the California Kneading Compactor per California Test 304. Cores will be taken randomly by the City for laboratory testing per California Test 308, Method A at a frequency of three per lot. A lot shall consist of a maximum of 3,000 square yards of asphalt concrete and will be identified in the field by the City. The cores will be

averaged to determine the percent of maximum theoretical density, as determined by ASTM D-2041, per lot to the nearest tenth of a percent.

Reduced payment factors for percent of maximum theoretical density will be per the following table, and will be applied to the entire lot sampled.

Reduced Payment Factors for Percent of Maximum Theoretical Density

Asphalt Concrete percent of maximum theoretical density	Reduced payment factor	Asphalt Concrete percent of maximum theoretical density	Reduced payment factor
91.0	0.0000	97.0	0.0000
90.9	0.0125	97.1	0.0125
90.8	0.0250	97.2	0.0250
90.7	0.0375	97.3	0.0375
90.6	0.0500	97.4	0.0500
90.5	0.0625	97.5	0.0625
90.4	0.0750	97.6	0.0750
90.3	0.0875	97.7	0.0875
90.2	0.1000	97.8	0.1000
90.1	0.1125	97.9	0.1125
90.0	0.1250	98.0	0.1250
89.9	0.1375	98.1	0.1375
89.8	0.1500	98.2	0.1500
89.7	0.1625	98.3	0.1625
89.6	0.1750	98.4	0.1750
89.5	0.1875	98.5	0.1875
89.4	0.2000	98.6	0.2000
89.3	0.2125	98.7	0.2125
89.2	0.2250	98.8	0.2250
89.1	0.2375	98.9	0.2375
89.0	0.2500	99.0	0.2500
< 89.0	Remove and replace	> 99.0	Remove and replace

In addition to the reduced payment factors below, all costs associated with the testing of the lot which resulted in values outside of the 91-97 percent range, will be withheld from the final payment due to the Contractor.

Following completion of the testing by the City, the core locations within the asphalt pavement shall be repaired by the Contractor.

302-5.6.3 Tracking. All areas receiving asphalt pavement shall be protected from tracking onto adjacent areas. Do not allow traffic on new asphalt pavement until its mid-depth temperature is below 140° Fahrenheit to minimize the tracking.

A rock dust blotter coat per Section 302-9.7 or a sand coat at a rate of 1-2 pounds per square yard shall be applied to the compacted surface for all areas where tracking is a concern. The application of tracking prevention measures shall be determined by the Contractor.

A haul route for all paving operations shall be reviewed and approved by the City prior to the start of any construction activity. No deviations from the approved haul route shall occur unless approved in writing from the City.

All tracking onto adjacent streets, striping or pavement markings shall be the responsibility of the Contractor. All striping and pavement markings shall be removed and replaced in kind by sandblasting. All tracking onto roadway surfaces may require the use of a street sweeper to the satisfaction of the City.

302-5.7 Joints. – *Add the following:*

Longitudinal joints shall be trimmed to a vertical face and to a neat line if the edges of the previously laid surfacing are, in the opinion of the Engineer, in such condition that the quality of the completed joint will be affected. Longitudinal and transverse joints shall be tested with a 12' straightedge and shall be cut back as required to conform to the provisions in Subsection 302-5.6.2 Density and Smoothness for surface smoothness. Connections to existing surfacing shall be feathered to conform to the provisions for smoothness.

Longitudinal joints in the top layer shall correspond with the edges of proposed lane striping. Longitudinal joints in all other layers shall be offset not less than 0.5' alternately each side of the edges of traffic lanes.

All feathered joints shall be sealed after rolling.

302-5.9 Measurement and Payment. – *Add the following:*

Reduced payment factors per 302-5.6.2 will be applied to the Contract Unit Price for lots with a Maximum Theoretical Density less than 91.0 and greater than 97.0 percent.

302-5.10 Hot Asphalt Leveling Course. Areas to receive the Hot Asphalt Concrete Leveling Course shall be determined and defined by the project manager and inspector, and identified to the Contractor in the field. Mix for hot Asphalt Concrete Leveling Course shall be 1/2 inch aggregate, C2, as defined in Section 203-6.4.3.

Areas to receive hot asphalt concrete leveling course shall be areas located near or adjacent to existing curbs and/or gutters that are potholed, or have the lip of gutter higher than the adjacent roadway. Potholes, large cracks, or ruts shall be filled to the surrounding grade elevation and compacted. Hot Asphalt Concrete Leveling Course shall be completed prior to the placement of Type II Slurry Seal, ARAM or resurfacing.

Prior to placement of asphalt concrete, the surface shall be cleaned and all debris and deleterious materials shall be removed. A tack coat meeting the material and application requirements of Section 302-5.4 Tack Coat, shall be applied prior to placement of hot mix asphalt concrete.

302-5.11 Asphalt Pavement Crack Sealing and Filling. Crack sealing shall only be performed as a repair method for conventional hot mix asphalt pavement (HMA) and not installed at project locations which will have asphalt rubber hot mix (ARHM) used as the overlay material. Crack

sealing shall be performed after milling of existing asphalt surface and prior to any leveling course, if necessary.

Right after milling of existing asphalt and before crack sealing or filling, Contractor shall remove any and all weeds that are growing through cracks from the project street located within the pavement or growing between the concrete gutter and the pavement and spray a herbicide mixture of either Hyvar mixed with Roundup or Pramitol mixed with Roundup, or approved equal, at least seven (7) calendar days prior to paving. The herbicide mixture shall contain Blazon, or approved equal, a purple dye to easily confirm the herbicide has been applied. The work shall be approved by the Engineer or his representative prior to paving. Full compensation for plant removal and herbicide treatment shall be considered as included in the unit cost for paving.

The crack sealing material shall be a hot-applied asphalt (Crafco Polyflex or approved equivalent). The crack sealing material must not be modified or diluted in any way. Pavement cracks larger than 1" wide shall be filled with the mixtures per Specification Section 203-6.4 Type E (Extra Fine).

A wand and nozzle type application shall be used to fill all cracks with crack sealing material. Crack sealing material shall be applied in two applications with the possibility of additional applications to fill the crack within the allowable tolerance. The cracks must be filled to the surface and not overfilled or applied to the top of adjoining pavement or concrete surfaces. The cracks shall be squeegee immediately after the sealant has been applied to insure conformity with the pavement surface.

The crack sealing material shall then be allowed to penetrate and sink into the crack area for a minimum of one hour. Each crack must then have a second application of crack sealer material applied in the crack area only to within + 0.01' of the adjoining pavement surface. If the material is a cold-applied, polymer modified petroleum emulsion, sand will be applied over the crack sealing material after the second application, covering a minimum of 1 1/2 inches each side of the crack and not more than 3/4 inch higher than the top of the pavement. The contractor shall be responsible for the removal of all excess sand which shall be removed within three hours after being applied.

SECTION 303 - CONCRETE AND MASONRY CONSTRUCTION

303-1 CONCRETE STRUCTURES.

303-1.1 General. - *Delete the first sentence of paragraph 1 and replace with the following:*

"Concrete bridges, culverts, catch basins, retaining walls, abutments, piers, footings, foundations, drainage inlets, head walls, end walls, wing walls, junction structures, transition structures, manholes, and other similar types of portland cement concrete structures shall be constructed to the lines and grades in conformity with the Plans and Specifications.

303-5 CONCRETE CURBS, WALKS, GUTTERS, CROSS GUTTERS, ALLEY INTERSECTIONS, ACCESS RAMPS, AND DRIVEWAYS.

303-5.1.1 General. - *Replace the last paragraph with the following:*

No PCC shall be ordered and/or placed until the forms and subgrade have been inspected and approved by the Engineer in the field.

All pull boxes, water meter boxes, and water valve covers shall be adjusted to proposed finish grade and approved by the Engineer in the field prior to placement of the PCC.

The Contractor shall barricade and protect placed PCC from all damage, marks, marks, and/or graffiti. Any PCC damaged, defaced, discolored, or defective shall be replaced at the Contractor's expense.

When removals of curb and/or sidewalk are located at curb return, the Contractor shall install access ramps. The Contractor is to construct all access ramps in accordance with American Disability Act (ADA) Standards/California Code of Regulations Title 24 – Accessibility Regulations. If the ramps constructed by the Contractor are found to be in non-compliance with ADA Standards, the Contractor will be required to remove and replace the ramps to ADA Standards at the Contractor's expense.

303-5.1.2 Drainage Outlets Through Curb. - *Add the following paragraph:*
Coring shall be required for all drains through existing curbs.

303-5.1.3 Driveway Entrances. – *Replace the last paragraph with the following:*
Driveway approaches where required, shall be 150 mm (6") thick for single-family residential area, and 200 mm (8") thick for commercial driveway approaches.

303-5.1.4 Walk. The back of sidewalk shall be 2 inches from the street Right-of-Way line unless otherwise specified by the Engineer.

Included in the price of sidewalk construction are retaining curbs. Retaining curbs are needed to retain soils from sloughing and eroding onto the finished sidewalk surface, as a result of grade differentials from existing ground surface to proposed sidewalk surface. Retaining curbs shall be installed when the finished surface is lower than the surrounding grade by 3 inches vertically within 6 inches horizontally. If the vertical difference in elevation is less than 3 inches, the surrounding grade shall be sloped, maximum 2:1 slope, to match the finished elevation. The height of the retaining curb shall be to the height of the existing grade it is retaining. Retaining curbs shall be located within the City's right-of-way at all times.

303-5.1.5 Access Ramps. Construction of curb ramps shall conform to the Type and Case appropriate for the condition, as specified on the plans and as shown within the 2012 Standard Plans for Public Works Construction, Plan 111-5. The Contractor shall be responsible to layout the proposed access ramp to comply with the maximum slope indicated on the plans or Standard Plan 111-5. The maximum slope for the ramp shall not be exceeded unless otherwise approved in writing by the Engineer. The Contractor shall remove and replace access ramps deemed non-compliant with the plans or Standard Plan 111-5.

For proposed locations adjacent to a cross gutter spandrel, sawcuts along the radius of the curb will not be allowed. The spandrel shall be replaced from expansion joint to expansion joint to the extents of the curb removal. For proposed locations adjacent to curb and gutter, sawcuts along the flowline of the curb will not be allowed. The entire curb and gutter shall be replaced from expansion joint to expansion joint as required. Sawcuts at locations other than the expansion joint

will not be allowed unless approved by the Engineer. Curb cuts of the existing curb will not be permitted for installation of proposed ramp. Any deviation from these requirements will result in rejection of all work at this location and shall not be included in progress payment requests until corrected, per direction from the Engineer.

The Contractor shall verify the extents of sawcut and removal for each access ramp taking into account the maximum slope and transition area required. It shall be the Contractor's responsibility to identify required removal limits, set concrete forms and verify maximum slopes are not exceeded. The Engineer shall be present to verify the concrete forms prior to the placement of the concrete at each location, however this does not alleviate the responsibility of the accuracy of forms or slopes of the access ramp from the Contractor.

Included in the price of access ramps are retaining curbs. Retaining curbs are needed to retain soils from sloughing and eroding onto the finished ramp surface, as a result of grade differentials from existing ground surface to proposed ramp surface. Retaining curbs shall be installed when the finished surface is lower than the surrounding grade by 3 inches vertically within 6 inches horizontally. If the vertical difference in elevation is less than 3 inches, the surrounding grade shall be sloped, maximum 2:1 slope, to match the finished elevation. The height of the retaining curb shall be to the height of the existing grade it is retaining. Retaining curbs shall be located within the City's right-of-way at all times.

Access Ramps shall have truncated domes installed in accordance with standard plans and specifications. Truncated domes on new access ramps shall be Armor-Tile, Cast in Place System, Equal Tile, or approved equal. Truncated domes installed on existing surfaces shall be Safety Sted TD, or approved equal. Truncated dome panels shall be 36"x48", inline configuration, with a spacing of 2.35" on center, and Federal Yellow in color.

The access ramp work shall include all related adjustments of pull boxes, pull box covers, signs, and protection of any underground utilities within the work area. The removal and replacement of up to 5 linear feet of sidewalk on each side of the access ramp shall be included within the cost of the access ramp. The removal and replacement of the sidewalk will allow for transition from the top of ramp to adjacent sidewalk and will be utilized as necessary.

303-5.4.3 Weakened Plane Joints, (a) General. - *Add the following paragraph:*

All weakened plane joints shall be spaced at a maximum of 3.05 m (10') feet for curbs, gutters, and sidewalks. Scoring lines shall conform to those prevailing in the area and be uniform in spacing.

303-5.5.2 Curb. - *Replace the first paragraph with the following:*

PCC for curb and gutter shall be placed within three working days from removal of the existing PCC curb and gutter. The curb and gutter surface shall not vary more than 3 mm (0.01') from a 3 m (10') straightedge except at the grade changes. Prior to the removal of the forms, the surface shall be finished true to grade by means of a straightedge float of not less than 3 m (10') in length, and operated longitudinally over the surface of the concrete. Form clamps shall be constructed so as not to interfere with the operation of the float. The form on the front of the curbs shall not be removed less than one (1) hour, nor more than six (6) hours after the concrete has been placed. In no event shall forms be removed while the concrete is sufficiently plastic to slump. The top and

face of the finished curb shall be true and straight, and top surface of curbs shall be of uniform width, free from humps, sags, blemishes, or other irregularities.

303-5.5.3 Walk. - *Add the following paragraphs:*

The sidewalk surface shall not vary more than 5 mm (0.02') from the 3m (10') straightedge except at grade changes, and the finished surface shall be free from humps, sags, blemishes or other irregularities. All sidewalks shall be a minimum of 100 mm (4") thick, except at driveways where the sidewalks shall be a minimum of 150 mm (6") thick for single family residential areas and 200 mm (8") thick for all other areas.

303-5.6 Curing. - *Add the following paragraph:*

Curing compound shall be translucent with red fugitive dye, Type 1, in accordance with Section 201-4 Concrete Curing Compound, of the Standard Specifications.

303-5.7 Repairs and Replacements. - *Add the following paragraphs:*

In order to minimize vandalism damage to the finished PCC surfaces, the Contractor shall plan his work so that no PCC is poured after 1:00 p.m., unless otherwise authorized by the Engineer in the field.

The Contractor shall barricade and protect placed Portland Cement Concrete from all damages, marks, mars, and/or graffiti. Any Portland Cement Concrete damaged, defaced, discolored, or defective shall be replaced to the satisfaction of the Engineer at the Contractor's expense, and no additional time will be allowed.

Grading, patching, or other remedies to correct the situation will not be accepted unless in the opinion of the Engineer the vandalized area is so small that it does not warrant replacement. Concrete replacement areas shall be from score mark or control joint to score mark or control joint, and full width of the sidewalk. All replacement areas shall be saw cut.

303-5.8 Backfilling and Cleanup. - *Add the following paragraph:*

A minimum of 300mm (12") wide full depth asphalt concrete pavement repair patch and an 450mm (18") wide 1-1/2" deep grind outside of the trench width is required when cross gutter, spandrel, driveways, curb and gutter is placed adjacent to existing asphalt concrete pavement. The asphalt concrete pavement repair patch shall be placed within two (2) working days after the cross gutters, spandrels, driveways, curb and gutter are replaced. The asphalt concrete pavement shall be sawcut. All work shall be in accordance with the General Permit Conditions and Trench Specifications, latest edition.

SECTION 304 - METAL FABRICATION AND CONSTRUCTION

304-3 CHAIN LINK FENCE.

304-3.4 Measurement and Payment. - *Delete paragraph 1 and replace with:*

Chain link fence will be measured along the horizontal projection line of the completed fence, deducting the widths of gates and openings.

SECTION 314 - TRAFFIC STRIPING, CURB AND PAVEMENT MARKINGS, AND PAVEMENT MARKERS

314-1 GENERAL. - *Add the following paragraphs:*

To insure the protection of storm drain inlets, Best Management Practices (BMPs) shall be employed during all striping operations. Refer to Section 7-8.6.

Each storm drain catch basin or storm drain inlet box shall be marked “NO DUMPING - FLOWS TO CREEK.” Two coats of paint are required. Stencil shall match City’s stencil. Paint and painting shall comply with the specifications.

All street resurfacing work shall include installing fire hydrant pavement markers at all fire hydrant location, whether the pavement markers were existing or not. The pavement markers shall be Type I – Two-Way Blue Retroreflective per Section 214-6 of the Specifications and installed per City’s detail drawing No. 102-0. All work associated with the installation of all new, or replacement of existing, fire hydrant pavement markers shall be included as noted within the specifications.

314-4 APPLICATION OF TRAFFIC STRIPING AND CURB AND PAVEMENT MARKINGS.

314-4.1 General. – *Add the following paragraphs:*

During construction, if traffic legends or lane striping are removed or paved-over for any reason, they shall be replaced immediately with temporary traffic legends or lane striping as directed by the City, and the Contractor shall place permanent traffic legends or lane striping at the end of the job or on completion of final paving. When permanent items are placed, they shall be complete markings, legends, or striping i.e.: if limit lines are disturbed, they shall be replaced to centerline or from curb to curb, whichever was existing; if a letter in a word is removed or covered, the entire word shall be replaced; and lane striping shall extend 75 feet beyond construction limits. All replacement markings, legends, or striping required to be replaced beyond the contract limits shown shall be at the cost of the Contractor and shall meet City standards. If existing striping or legends are to be removed on existing surfaces, they shall be sandblasted. Painting over striping or legends in lieu of removal will not be permitted. Pavement striping shall comply with the applicable provisions of Sections 214 and 314 of the Standard Specifications.

Where side streets with existing striping, markings and markers are encountered, striping, markings and markers shall be repainted and replaced for a minimum distance of 15 m (50 feet) from the crosswalk, stop bar or limit line.

314-4.2 Control of Alignment and Layout.

314-4.2.1 General. - Delete and replace with *the following:*

The Contractor will be responsible for all layout of all striping. All striping, markings and markers shall be reinstalled in their existing locations unless otherwise shown on the plans. The Contractor shall be responsible to take appropriate measures and record the existing locations.

The Contractor shall verify all dimensions in the field prior to installation of pavement striping/marketing layout (Cat-Track). Should field measurements differ from the plan, the Contractor shall immediately notify City staff. No Cat-Track marks shall be placed until discrepancies are resolved.

Cat-Track must be approved by City staff prior to the installation of permanent pavement striping/marketing. Contractor shall notify City staff a minimum of 24 hours prior to installation of permanent pavement striping/marketing to allow for inspection and approval. If approval of Cat-Track is not obtained by the Contractor, all work required to correct the striping/marketing will be at the expense of the Contractor

Cat-Track marks shall be made in chalk. Paint for the purpose of Cat-Track is prohibited. If paint is used, the Contractor must remove the paint without damaging or visually deforming the pavement surface. If damage or visual deformity within the removal area occurs, in the opinion of City staff, the Contractor shall grind and overlay the entire segment with no additional compensation. The area of the grind and overlay shall be as required by City staff and shall be a minimum of 0.10' thickness.

All visible Cat-Track markings after the installation of the permanent striping/marketing shall be removed without damage or visual deformity to the pavement surface. Any damage or visual deformity to the pavement shall be remedied as noted above.

314-4.3.5 Application. - *Amend the first sentence in paragraph 8 as follows:*

“Glass beads shall be applied at a rate of 0.6 to 0.8 kg of beads per liter (5 to 7 pounds of beads per gallon).”

314-6 GREEN BIKE LANE. Green bike lanes shall be installed per plan and conform to the technical specifications included within the contract documents and shall be Streetbond CL or approved equal.

GENERAL REQUIREMENTS

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SECTION 01110 COORDINATION OF WORK

A. Maintenance of Operation of Existing Facilities

The Contractor may take the parallel waterlines out of service for a period specified by the City for the purpose of installing the tie-in connections to the new water main. Any shutdown will be coordinated with the Owner. All valves on the Owner’s existing facilities will be operated by the Owner. Written notice shall be given to the Owner’s Representative no less than 72-hours for residential areas and 12 days for commercial areas prior to the desired shut-off time. The Contractor shall be responsible for disposing of water drained from the existing pipelines.

B. Coordination Submittals

1. The contractor shall submit a Connection Plan to the City for review and approval. The plan should contain pothole information for the existing water lines to be connected to, any required deviations from the plan, schedule of connections and any phasing for the locations and connections.
2. No water system shutdowns will be allowed on Monday or Friday, unless otherwise directed by City staff. No chlorination will be allowed on Friday.
3. When approved, City will begin shutting down the water system to allow connection at 8:00 AM. Note the system drainage time may take up to two hours depending on location and field conditions.
4. Orange Street shall be scheduled for construction at the beginning of the Project.
5. Citrus Avenue, Church Street, State Street, the Alley, and 9th Street shall be constructed during nighttime hours and shall also be scheduled at the beginning of the Project

C. Night Work Working Hours

For all work required to be completed at night, the following hours shall be deemed as the working hours, unless otherwise approved by the City.

Start	Sunday 10:00 PM	Monday 10:00 PM	Tuesday 10:00 PM	Wednesday 10:00 PM	Thursday 11:00 PM
End	Monday 7:00 AM	Tuesday 7:00 AM	Wednesday 7:00 AM	Thursday 7:00 AM	Friday 7:00 AM

D. Pipeline Construction Sequencing

The mainline installation in an area must be completed prior to move into other Area. All other activities such as service connections, hydrants installation, etc. can be overlapped.

Multiple crews may be allowed in order to meet the contract deadline. Contractor shall submit detailed schedule for such activities for City's approval.

E. Additional City Projects

The City of Redlands PMP 2025 Resurfacing Project will be resurfacing streets following the installation of pipeline. Therefore, the Contractor must complete an area and proceed to the next area to allow for the PMP Project to proceed with resurfacing work. The contractor shall coordinate with the City to determine any conflicting schedule items and to adjust schedule as necessary to accommodate adjacent work.

Also, City's other CIP projects will be under construction concurrently. Detailed construction activities and schedule will be provided during weekly progress meetings. Construction around school zone shall be taken into consideration to avoid interference with the drop-off and pick-up times for each specific school. Citywide events calendar shall be considered with the construction schedule. Updated events calendar will be provided during the weekly progress meeting.

END OF SECTION

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SECTION 01111 TRAFFIC CONTROL PLAN

A. General

The intent of this specification is to provide the format and requirements in preparation of the Traffic Control Plan (TCP).

B. Format

1. The sheets of the TCP shall display, at a minimum, the title of the project, name of firm preparing the TCP, name and stamp of Registered Traffic or Civil Engineer preparing the TCP, approval block for City of Redlands approval, north arrow, title sheet with an index of the sheets, sheet number, and total number of sheets.
2. The TCP shall be drawn to a 1 inch = 40 scale, or as otherwise approved by City staff, on common size sheets ranging from 8-1/2 inches x 11 inches, 11 inches x 17 inches or 24 inches x 36 inches as determined appropriate based on work area.
3. TCP must be prepared and approved by a Registered Traffic or Civil Engineer in the State of California.

C. Requirements

The TCP shall contain the following items and scenarios of traffic control:

1. All locations within the project can have a generic traffic control plan prepared which utilizes figures from the WATCH Manual or additional resources.
2. The TCP shall be completed in conformance with Section 7-10.2.2.1 of the General Conditions and adhere to the following:
 - a. At least one lane of traffic shall be open on all roadways during the pipeline installation with appropriate traffic control and flaggers; and
 - b. On street parking, where currently available, shall be open to the public outside of working hours.

END OF SECTION

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SECTION 01112 DESCRIPTION OF WORK

PART ONE -- GENERAL

1.1 SUMMARY

- A. The work to be done under this Contract includes the furnishing of project management, labor, materials, tools and equipment for the construction of the 2025 CIP Water Pipeline Replacement Project for the City of Redlands, all in accordance with the Contract Documents.
- B. The following contract drawings are made a part of these Contract Documents:

<u>Title</u>	<u>Sheet No.</u>
Title Sheet & Vicinity Map	1
General Notes, Construction Notes, Quantities & Symbol Legend	2
Miscellaneous Details	3-5
Water Pipeline Plans & Connection Details	6-17

1.2 GENERAL SCOPE OF WORK

- A. Work In This Contract: Work in this Contract includes all labor, materials and equipment necessary for construction of 2025 CIP Water Pipeline Replacement Project as noted on the Contract Drawings and all other Contract Documents and is summarized as follows:
1. The Work shall consist of furnishing and installing all pipe, fittings, and appurtenances; all traffic control (including furnishing and installing all arrowboards, barricades, signs, delineators, and flagmen); all utility location and verification (excavating, exposing, and verifying top, bottom, and side of utility facilities); all pavement removal and disposal; all pavement repair; all earthwork (including trenching, shoring, sloping, bedding, and backfilling including imported material); compacting; protecting in place or removing and replacing all existing utilities, trees, and public and private improvements; testing and disinfecting all pipelines; replacing destroyed survey monuments; disposing of excess soil and rock material and restoring all areas and improvements to pre-construction conditions.
 2. The Contractor shall, upon completion of the pipeline construction and appurtenances required herein, initially operate all components of the Contract Work furnished and installed by Contractor, and make any additional adjustments, corrections, repairs, replacements, and reconstructions necessary to provide the City with complete, correctly operating pipeline and appurtenances.

END OF SECTION

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SECTION 01200 MEASUREMENT AND PAYMENT

A. Work Listed in the Schedule of Work Items

1. The application for payment will be for a specific item based on the percentage completed or quantity installed. The percentage complete will be based on the value of the partially completed work relative to the value of the item when entirely completed and ready for service.
2. A retention of five percent (5%) of the value of work completed will be withheld from progress payments. This retention amount will remain constant throughout the contract period, and will not be payable until the expiration of thirty-five (35) days after the recordation of the Notice of Completion.

B. Work Not Listed in the Schedule of Work Items

The General Conditions and items in the General Requirements, and Specifications which are not listed in the schedule of work items of the bid form are, in general, applicable to more than one listed work item, and no separate work item is provided therefore. Include the cost of work not listed but necessary to complete the project designated in the contract documents in the various listed work items of the bid form.

The bids for the work are intended to establish a total cost for the work in its entirety. Should the Contractor feel that the cost for the work has not been established by specific items in the bid form, include the cost for that work in some related bid item so that the proposal for the project reflects the total cost for completing the work in its entirety.

The Contractor may experience difficulty in excavation due to rock or unsuitable backfill material throughout the project locations. It shall be the Contractor's responsibility to identify these areas and account for difficulty in excavation, the need to export rock or unsuitable backfill material and the need to import suitable backfill material. There will not be additional contract time or additional compensation for any project locations where any of these circumstances occur.

C. Bid Items

1. **Mobilization – Bid Item 1:**

Payment for Mobilization shall be made at the contract lump sum price. The price shall include, but not limited to, preliminary construction schedule, bonds, insurance, shop drawings, catalog submittals and shall constitute full compensation for all labor, material, equipment and incidentals required within Section 01721.

2. **SWPPP – Bid Item 2:**

Payment for Storm Water Pollution Prevention Plan (SWPPP) shall be made at the contract lump sum price and shall constitute full compensation for preparation, approval, NPDES Permit and shall include all labor and incidentals noted within Section 01571.

Payment for the SWPPP shall be made based on the percentage of project completion to ensure compliance with all requirements. The completeness shall be determined by the Engineer and updated on progress payments.

3. Traffic Control Plan – Bid Item 3:

Payment for Traffic Control Plan shall be made at the contract lump sum price and shall constitute full compensation for preparation, approval, and shall include all labor and incidentals noted to complete the Traffic Control Plan per Section 01111.

The installation and implementation of traffic control items shall be included throughout bid items and the specific traffic control required for installing each item.

4. Construction Survey – Bid Item 4:

Payment for construction survey shall be made at the contract lump sum price and shall constitute full compensation for required research to establish control for construction surveying, construction staking, preparation and submittal of surveying cut sheets, tying existing control monuments that may be damaged or disturbed prior to construction, verifications of horizontal and vertical position of existing control monuments, recovery and reestablishment of damaged or disturbed control monuments after construction, preparation and submittal of corner records to applicable government agencies, and shall include all labor and incidentals noted within Section 01722.

Payment for the Survey shall be made based on the percentage of project completion to ensure compliance with all requirements throughout the duration of the contract. The completeness shall be determined by the Engineer and updated on progress payments.

5. 8”, 16”, & 24” DIP Water Pipeline – Bid Items 5, 6, &7:

Payment for 8”, 16”, & 24” DIP Water Pipeline shall be made at the lineal foot price from the proposal and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install water pipeline complete in place per the plans and specifications.

The price shall include, but not be limited to all necessary trench protection (shoring, bracing, sloping, etc.), pressure testing and disinfection of the new pipelines, traffic control, pavement saw cutting and removal, trenching, disposal of excavated native soil, clearing and disposal of shrubbery or vegetation, bedding and backfilling, placing and compacting crushed aggregate base layer to required compaction, warning tape, compacting, assisting with compaction testing, restrained joints, fittings including bends, tees, crosses, etc., potholing, thrust blocks, placing and removing temporary asphalt concrete, flushing the pipeline, installing and removing the test plates, chlorinating the pipelines, re-chlorinating if necessary, installation of base and finish paving per trench repair detail on the plan, protecting in place or removing and replacing all existing utilities and public and private improvements, daily sweeping and cleaning work site, abandoning existing water main and valves as noted on the plans, installation and relocation of information signs, restoring all areas to pre-existing conditions.

Measurement shall be made horizontally along the centerline of the newly completed water pipeline, without deducting for pipeline fittings or appurtenances such as valves, tees, crosses, bends, side outlets, top outlets, etc.

6. Install 12” DIP Water Pipeline W/ Purple Polyethylene Wrap, Bid Item 7 & 8:

Payment for 12” ductile iron water pipeline with purple polyethylene wrap shall be made at the lineal foot price from the proposal and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install 12” ductile iron water pipeline complete in place per the plans and specifications.

The price shall include, but not be limited to all necessary trench protection (shoring, bracing, sloping, etc.), pressure testing and disinfection of the new pipelines, traffic control, pavement saw cutting and removal, removal and disposal of existing pipe, fittings, appurtenances and casing (size per plan), trenching, disposal of excavated native soil, bedding and backfilling, placing and compacting aggregate base layer to required compaction, warning tape, compacting, purple polyethylene wrap, assisting with compaction testing, restrained joints/coupling, potholing, thrust blocks, placing and removing temporary asphalt concrete, flushing the pipeline, installing and removing the test plates, chlorinating the pipelines, re-chlorinating if necessary, installation of trench repair paving per applicable detail on sheet 3 of the plans, protecting in place or removing and replacing all existing utilities and public and private improvements, daily sweeping and cleaning work site, abandoning existing water main and valves as noted on the plans, installation and relocation of information signs, restoring all areas to pre-existing conditions.

Measurement shall be made horizontally along the centerline of the newly completed 12” ductile iron water pipeline, without deducting for pipeline fittings or appurtenances such as valves, tees, crosses, bends, side outlets, top outlets, etc.

7. 8” & 12” Gate Valve – Bid Items 9 & 10:

Payment for 8” & 12” gate valve shall be made at the unit price from the proposal and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install gate valves complete in place per the plans and specifications.

The price shall include, but not limited to, valve can (detail 1 on plan sheet 4), traffic control, saw cutting and removing existing pavement, trenching, valve box, bedding, backfilling, compacting, flushing, pressure testing and restoring all areas to pre-existing conditions.

8. 16” & 24” Butterfly Valve – Bid Items 11 & 12:

Payment for 16” & 24” butterfly valve shall be made at the unit price from the proposal and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install gate valves complete in place per the plans and specifications.

The price shall include, but not limited to, valve can (detail 1 on plan sheet 4), traffic control, saw cutting and removing existing pavement, trenching, valve box, bedding, backfilling, compacting, flushing, pressure testing and restoring all areas to pre-existing conditions.

9. Fire Hydrant W/ Check Valve & Blow-Off Fire Hydrant W/ Check Valve (Residential and Commercial) – Bid Item 13,14, & 15:

Payment for fire hydrant shall be made at the unit price from the proposal and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install fire hydrant assemblies complete in place per detail 2 on sheet 3 and detail 3 on sheet 4 of the plans and specifications.

The price shall include, but not be limited to, traffic control, saw cutting and removing existing pavement, trenching, connecting to new pipeline, all fittings and piping, fire hydrant and bury, break off flange, break off bolts, restraint joints, stabilizer blocks, gate valve, valve box, NFPA 291 marking, blue Retroreflective Pavement Markers (RPMs), bollards, bedding, backfilling, compacting, placing and removal of temporary pavement, installation of 3'x3'x6" concrete slab around hydrant, removal of existing water main after abandonment to facilitate new hydrant installation, installation of base and finish paving as required, painting, flushing, disinfecting, pressure testing and restoring all areas to pre-existing conditions.

10. 1" Service Connection to Existing Meter – Bid Item 16:

Payment for 1" service connections per detail 4 on sheet 3 shall be made at the unit price from the proposal and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install 1" service connections complete in place per the plans and specifications.

The price shall include, but not be limited to, traffic control, saw cutting and removing existing pavement, trenching, connecting to new pipeline, installation of 1" copper service piping, complete removal and disposal of exiting service pipeline from meter to existing main, new meter box, removal and disposal of existing meter box, replacement of any hardscape/landscape within area of removed/new meter box, corporation stops, angle meter stop, 1" to 3/4" reducer (if required), bronze saddles with double strap, ball valve, bedding, backfilling, compacting, placing and removal of temporary pavement, flushing, disinfecting, pressure testing and restoring all areas to pre-existing conditions.

Note that per California Senate Bill AB 1953, all service brass (except service saddles) installed in any public water system starting January 1, 2010 shall contain no more than 0.25% lead by weight.

11. 2" Service Connection to Existing Meter – Bid Item 17:

Payment for 2" service connections per Detail 4 on Sheet 3 shall be made at the unit price from the proposal and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install 2" service connections complete in place per the plans and specifications.

The price shall include, but not be limited to, traffic control, saw cutting and removing existing pavement, trenching, connecting to new pipeline, installation of 2" copper service piping, new meter box, removal and disposal of existing meter box, replacement of any hardscape/landscape within area of removed/new meter box, corporation stops, angle meter stop, 2" to 1-1/2" reducer (if required), bronze saddles with double strap, ball valve, abandoning of existing services, bedding, backfilling, compacting, placing and removal of temporary pavement, flushing, disinfecting, pressure testing and restoring all areas to pre-existing conditions.

Note that per California Senate Bill AB 1953, all service brass (except service saddles) installed in any public water system starting January 1, 2010 shall contain no more than 0.25% lead by weight.

12. Connect to Existing 4" Service – Bid Item 18:

Payment for the connections to the existing 4" service shall be made at the unit price from the proposal and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install the connection as shown on the project drawings as well as the plans & specifications.

The bid price shall include, but not be limited to, pipe, fittings, valves, adaptors, flanges, traffic control, thrust blocks, disinfection, flushing, temporary pavement, protecting in place or removing and replacing all existing utilities and public and private improvements, and restoring all areas to pre-existing conditions.

Payment will be made for each connection to existing 6" service completed per Plans and Specifications and accepted by the Engineer. Partial payments for uncompleted connections will not be allowed.

13. Drop Section – Bid Item 19:

Payment for required drop section (whether shown or not shown on the plan) shall be made at the contract price and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install the drop section underneath an existing utility per detail 3 on sheet 3 of the plans.

The bid price shall include but not be limited to the required fittings, restrained joints, additional trench protection, protecting in place all existing utilities, restoring all areas to pre-existing conditions and all other incidentals required to install the drop section. If potholing activities identify an existing utility that conflicts with the minimum required elevation of the proposed pipeline, the contractor shall contact the City to discuss the appropriate means of crossing. All drop sections installed by the contractor shall be verified in the field by the City prior to backfilling. If any drop sections are installed without verification the contractor will not be compensated for this quantity.

14. Air & Vacuum Release Valve – Bid Item 20:

Payment for the Air & Vacuum Release Valve shall be made at the unit price from the proposal and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install complete in place per the plans and specifications.

The price shall include, but not be limited to, traffic control, saw cutting and removing existing pavement, trenching, connecting to new pipeline, all fittings and piping, curb stop, bedding, backfilling, compacting, placing and removal of temporary pavement, installation of 3'x3'x6" concrete slab around enclosure, enclosure with anchor bolts, installation of base and finish paving on grind and overlay streets as required, painting, flushing, disinfecting, pressure testing and restoring all areas to pre-existing conditions.

15. Connect to Existing 6" Fire Service – Bid Items 21

Payment for the connections to the existing 6" fire service shall be made at the unit price from the proposal and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install the connection as shown on the project drawings as well as the plans & specifications.

The bid price shall include, but not be limited to, pipe, fittings, valves, adaptors, flanges, traffic control, thrust blocks, disinfection, flushing, temporary pavement, protecting in place or removing and replacing all existing utilities and public and private improvements, and restoring all areas to pre-existing conditions.

Payment will be made for each connection to existing 4" fire service completed per Plans and Specifications and accepted by the Engineer. Partial payments for uncompleted connections will not be allowed.

16. Relocate & Restore Customer Water Service – Bid Item 22:

Payment to relocate the existing water services shall be made at the contract price and shall constitute full compensation for all labor, material, equipment and incidentals required to complete the relocation per plans and specifications.

The bid price shall include but not be limited to the installation of up to 120 LF of 1" Sch. 80 PVC pipe behind meter box for each service, box with pressure regulator and ball valve, all reducers, transitions or incidentals to connect to existing house plumbing, property and plumbing assessment, all trenching, coring and tunneling as required to reconnect service piping, traffic control, removal and replacement of existing landscaping, restoring all areas to pre-existing conditions and all other incidentals required to connect to the existing water main not included under other bid items.

17. Connection Details – Bid Items 23 thru 52:

Payment for the connections to the existing water main shall be made at the contract price and shall constitute full compensation for all labor, material, equipment and incidentals required to furnish and install the connection as shown each connection detail on plans.

The bid price shall include but not be limited to the flexible coupling, flanged adaptor, pipe spools, reducers, fittings, traffic control, testing, disinfection, backfill, thrust block, restrained joints, pavement repair, removing portions of interfering pipe, removing and salvaging existing appurtenances, protecting in place or removing and replacing all existing utilities, restoring all areas to pre-existing conditions and all other incidentals required to connect to the existing water main not included under other bid items.

Gate valves, butterfly valves and fire hydrants are shown in the connection details shall not be included in the connection details bid price.

18. Unforeseen work not covered within all other bid items – Bid Item 53:

Payment for unforeseen work not covered within all other bid items shall be made at the contract lump sum price and shall constitute full compensation for all labor, material, equipment, and incidentals required. Unforeseen work must be approved by the City staff before doing any work, and pay estimate shall be negotiated based on unit price already established with the bid proposal for this project. Any work required that is outside of the proposed bid unit cost, shall be performed based on time & material (T&M) basis and T&M cost shall be negotiated and approved by the City staff prior to performing the work. Unforeseen work will be paid in each billing cycle with a percentage of the lump sum cost included in the bid. This item may or may not be spent entirely.

19. Demobilization – Bid Item 54:

Payment for Demobilization shall be made at the contract lump sum price and shall constitute full compensation for all labor, material, equipment, and incidentals required within Section 01740.

END OF SECTION

SECTION 01251 CHANGE ORDER REQUESTS

1.1 GENERAL

- A. All quotations for preliminary change orders for extras, changes, additions, or deletions to the Work as described in EXTRA WORK of the GENERAL CONDITIONS shall be submitted to the ENGINEER, in writing, on the Change Order Request (COR) Cover Sheet and the Change Order Cost Summary Form, both attached, and in conformance with the requirements of Section 01254 CHANGE ORDERS. The quotation shall be firm for a period of not less than sixty (60) calendar days from the date of receipt of the quotation by the ENGINEER. The CONTRACTOR shall submit its written cost quotation and Time Impact Analysis not later than fifteen (15) days after being requested to provide such quotation, unless the ENGINEER allows more time. Delays in submitting quotations beyond the fifteen (15) days set forth herein, which cause a delay in the issuance of a Change Order or a delay to the completion date of the project, shall not be cause for a claim or a time extension under the Contract.
- B. The ENGINEER'S request for quotation on a preliminary change shall not be considered authorization to proceed with the changed work prior to the issuance of a final Lump Sum or Time & Material Change Order, unless directed otherwise, in writing, by the ENGINEER, nor shall such request constitute justification for a delay to the existing Work or a time extension under the Contract.

END OF SECTION



**THE CITY OF REDLANDS
MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT**

CHANGE ORDER REQUEST (COR)

Project Name:		COR Number:	
Project Number:		Date of Request:	
Requested By:			

Change Name:	
--------------	--

Description of Change (Required):

Reason for Change (Required):

Location of Change (Required): List all locations if various locations are included in this Request

Additional Days Requested Due to Change (If Applicable):

Total Net Change in Cost:	\$ 0.00
Note: Attach all supporting documents for cost justification	

Requestor: _____

Signature: _____

Title: _____ Date: _____

Change Order Cost Summary

Project Name :

Change Order Request No. :

Date :

		<u>Direct Labor</u>	<u>Direct Materials</u>	<u>Direct Equipment</u>		
(1):	Lump Sum Work by Prime Contractor	\$0.00	\$0.00	\$0.00		
(2):	"T&M" Work by Prime Contractor	\$0.00	\$0.00	\$0.00		
(3):	Subtotal - Direct Work (Prime Contractor)	\$0.00	\$0.00	\$0.00		
(4):	All Lump Sum Work by subcontractors (any tier)	\$0.00	\$0.00	\$0.00		
(5):	All "T&M" Work by subcontractors (any tier)	\$0.00	\$0.00	\$0.00		
(6):	Subtotal - Direct Work (all subcontractors)	\$0.00	\$0.00	\$0.00	Add each of the three columns across and enter to the right.	<u>Totals</u> \$0.00
(3)+(6)=(7):	Total - Direct Costs	\$0.00	\$0.00	\$0.00		\$0.00
(8):	Markup	(20% of direct labor) \$0.00	(15% of direct mat'l) \$0.00	(15% of direct equip) \$0.00		\$0.00
(9):	Prime Contractor Markup for subcontractors					10% of line (6) direct sub work up to \$5,000 plus 5% of line (6) direct sub work over \$5,000
(10):	Bonds & Insurance				1% of line (7) all direct work	\$0.00
(11):	Additional amount permitted by Contract					
(12):	GRAND TOTAL				Add sums of lines (7), (8), (9), (10) and (11)	\$0.00

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SECTION 01254 CHANGE ORDERS

PART ONE -- GENERAL

1.1 REQUIREMENTS

Payment to the Contractor, or credit to the City, for any change, addition, deletion or extra to the Work, or settlement of any Claim, covered by any Change Order, shall be determined by the methods set forth herein. The Engineer may change the Plans and Specifications, character of the Work, or quantity of Work provided the total arithmetic dollar value of all such changes, both additive and deductive, does not exceed twenty-five percent (25%) of the Contract Price. Should it become necessary to exceed this limitation, the change shall be by written Supplemental Agreement between the Contractor and the City, which shall be executed by a Change Order.

Unless otherwise stipulated, "Unit Prices" include all costs necessary to furnish, install and complete the Work. The "Unit Prices" include all direct costs for labor, equipment and materials, all insurance and bond costs, all field and office supervisors and assistants, all onsite project administration, security costs, the cost of small tools and consumables, incidental job burdens, and all general home office expenses and no separate allowance will be made therefor. Assistants to field and office supervisors include all clerical, stenographic, and general office help. Incidental job burdens include, but is not limited to, office equipment and supplies, temporary toilets, telephone, utilities, safety equipment, warning devices, personal protective equipment, and conformance to OSHA requirements. Project administration includes, but is not limited to, review and coordination, estimating, engineering, scheduling, and expediting relative to Change Orders, and updating and furnishing Record Drawings to incorporate changes, schedule update, supervision not applied solely to the Work of the Change Order, home office salaries and expenses, and City of Redlands Business Tax.

A. Unit Prices

Unit prices stipulated in the Bid or itemized in the approved Schedule of Values shall be utilized, where they are applicable and determined reasonable by the Engineer. In the event that the Change Order results in a change in the original quantity of more than twenty-five percent (25%), either increase or decrease, then either the Engineer or the Contractor may request a review of the unit price to determine if a new unit price shall be mutually determined by negotiation. Any new unit price mutually determined under this Subsection shall only apply to the units in excess of one hundred twenty five percent (125%) of the original quantity for overruns. In case of underruns, the unit price stipulated in the Bid shall be applied to the first twenty-five percent (25%) of the actual quantity of work performed and the new mutually determined price shall be applied to the quantity between twenty-five percent (25%) and seventy-five percent (75%) of the original quantity.

Renegotiated unit prices or unit prices for new items added to the Contract by Change Order shall be determined in accordance with Subsections B through G. Whether stipulated in the Bid, itemized in the approved Schedule of Values or renegotiated, the unit prices used for payment constitute the total adjustment with no further costs owed for overhead, impact, profit, delay or impact to unchanged portions of the Contract, or any other reason. The unit price shall be full and final compensation as described in Subsection D.

The cost proposals for renegotiated unit prices shall be presented in accordance with the provisions of Subsections B through G. Should any Bid Item be deleted in its entirety, the amount bid for that bid item shall be subtracted from the total Contract amount. The Contractor shall be paid only for the actual cost incurred prior to the notification of such deletion for that Bid Item.

B. Lump Sum

The Engineer and the Contractor may mutually determine a total sum for the Extra Work. The Contractor shall summarize the total cost and furnish a breakdown of the proposed lump sum costs satisfactory to the Engineer in accordance with Subsections B through G. Such lump sum costs shall be full and final compensation as described in Subsection D. The Contractor's quotation shall conform to the requirements of Section 01251- Change Order Requests, and be submitted in the Change Order Cost Summary Form provided (see Attachment 01251-A1). The Change Order Cost Summary Form cannot be used to nullify or supersede any specification or contractual provision.

If the method or amount of payment cannot be agreed prior to performing the Extra Work, the Engineer may unilaterally issue a Change Order in the amount determined reasonable by the Engineer for the Extra Work and direct the Contractor to proceed immediately. The Engineer also has the option to issue a Change Order directing the Work be done on a Time and Materials basis with the Contractor providing all labor, equipment, and materials necessary to complete the Work in a satisfactory manner and within a reasonable period of time. Estimates for lump sum quotations and accounting for Time and Materials work shall be limited to direct expenditures necessitated specifically by the subject Extra Work, and shall be segregated as follows:

1. Labor, up to and including working general foremen, who are directly assigned to the Extra Work. Employees identified as superintendents or non-working general foremen shall not be charged as labor on Extra Work. The labor costs shall include actual documented payroll costs including wages, payroll taxes as established by law (i.e., FICA, Federal and State Unemployment Taxes), fringe benefits as established by negotiated labor agreements, and any insurance costs (such as Worker's Compensation and General Liability Insurance but shall not include Automobile Liability Insurance or any other insurance costs). A detailed breakdown of those

subcomponents of labor costs, by all crafts shall be submitted to the Engineer, by the Contractor and all Subcontractors, for approval, as part of the documentation of labor costs, within ten (10) working days after issuance of the Notice to Proceed. No other subcomponents of labor costs shall be considered, unless approved in writing by the Engineer.

The labor cost is not allowed to be increased by using labor classifications with paygrades higher than necessary to accomplish the Work.

2. Materials: The cost of materials used in performing the Extra Work will be the cost, including sales tax and freight, to the purchaser, whether Contractor, Subcontractor or other forces, from the supplier thereof, except as follows:
 - a. Cash or trade discounts available to the purchaser shall be credited to the City notwithstanding the fact that such discounts may not have been taken by the Contractor.
 - b. For materials secured by other than a direct purchase and direct billing to the purchaser, the cost shall be deemed to be the price paid to the actual supplier as determined by the Engineer. Supplier markup, except for actual costs incurred in the handling of such materials, will not be allowed.
 - c. Payment for materials from sources owned wholly or in part by the purchaser shall not exceed the price paid by the purchaser for similar materials from said sources on contract items or the current wholesale price for such materials delivered to the Jobsite, whichever price is lower.
 - d. If, in the opinion of the Engineer, the cost of materials is excessive, or the Contractor does not furnish satisfactory evidence of the cost of such materials, then the cost shall be deemed to be the lowest current wholesale price for the quantity concerned, delivered to the Jobsite less cash or trade discount. The City reserves the right to furnish materials for the Work and no claim shall be made by the Contractor for costs and profit on such materials.
 - e. For the purposes of this Section, a "Supplier" is defined as any person or persons, firm or business, who supplies materials of construction and/or permanent equipment, but who does not perform any portion of the Work of the Contract on site, for the Contractor, except that labor or labor supervision which may be required by some manufacturers as part of their equipment installation for warranty or other purposes.

3. Equipment Costs, including ownership, lease or rental costs, as well as operating costs, for individual equipment units whose replacement value is in excess of \$500. Transportation and set up costs shall be included, but only if the equipment is imported to the worksite solely to perform work on the Extra Work described in the Change Order and the Contractor can demonstrate that the changed work cannot or could not be performed economically with equipment already at the site. Equipment costs shall be determined in accordance with the requirements set forth in Subsection G.
4. Small tools, equipment, consumables and incidental costs: No separate payment will be made for the use of small tools or equipment with a replacement value of \$500 or less. This applies to tools and equipment owned by the Contractor or its subcontractors of any tier. Also, no separate payment will be made for fuel, lubricants, tool or equipment repairs, tool or equipment maintenance, consumables, drinking water, sanitary facilities or other incidentals. These costs are already included as a part of Markup.
5. Subcontractor Costs, including their overhead and profit, provided that such costs are direct costs to the Contractor for performing the Extra Work as set forth in Subsections B through G.

C. Time and Materials Work

The costs of all Changed/Extra Work submitted under the Time and Materials (T&M) method shall be formulated in accordance with the provisions of Subsections B through I.

Unless otherwise stipulated on the Change Order, the “Not-to-Exceed” amount for all T&M Change Orders is \$10000. The Contractor is responsible for tracking costs and for notifying the Engineer in writing when costs approach 50% and 75% of the “Not-to-Exceed” amount. In addition, if the Changed/Extra Work cannot be completed within the “Not-to-Exceed” limit, the Contractor shall notify the Engineer in writing, and in a timely manner, that the limit requires an increase. The City will only reimburse eligible costs up to the “Not-to-Exceed” amount.

The Contractor shall notify the Inspector at the beginning of each day when Changed/Extra Work is being performed. The Contractor shall notify the Inspector of the Changed/Extra Work being performed and describe the personnel involved, whether by Contractor forces or by its subcontractors at any tier. Failure to notify the Inspector prior to the start of Changed/Extra Work serves as the Contractor’s waiver to claim for compensation on that day.

For each working day, the Contractor shall submit a “Daily Extra Work Report” (DEWR) to the Inspector. The “Daily Extra Work Report” shall summarize labor,

equipment and materials supplied. The Inspector will only consider Forms that are properly completed as described below.

1. Separate forms must be used for labor and for equipment/materials.
2. Labor, equipment, material or expenditures that are not included on The DEWR are ineligible for payment. There will be no exceptions to this requirement. It is the responsibility of the Contractor to include any and all items of labor, equipment, or material for which it requests compensation for each day's work completed.
3. Information required on the Labor form shall include name of personnel, personnel classification, and only the number of hours worked on Changed/Extra work for the day being reported. Since the overhead allowance already includes all necessary supervision, any hours for additional supervision or non-working foremen are ineligible for additional payment. The premium pay for a general foreman is eligible for payment only if the general foreman is a working foreman and a general foreman was required by a Union Labor Agreement or otherwise approved by the Inspector. The general foreman rate is eligible for payment only during the time that a general foreman was required for the Changed/Extra Work.
4. Information required on the Equipment/Material shall include Contractor-owned equipment and/or tools, and rented equipment or tools for which compensation is requested. Information shall include the type of equipment, size of equipment, equipment identification number, appurtenances, and only the number of hours worked on the Changed/Extra work.
5. The only allowable materials are materials delivered to the job site and/or incorporated only into the Changed/Extra work. The allowable materials shall be listed on the T&M sheet for the day that they are delivered to the job site and/or incorporated into the Changed/Extra work.
6. Delivery ticket(s) and/or bill(s) of lading for rental equipment and/or tools delivered to the site and/or material incorporated into the work for the day being reported must be attached with the T&M sheet for that day. No payment will be allowed for materials and/or rented equipment unless receipt(s) or bill(s) of lading is attached. If the request for payment is not substantiated by original vendor/supplier invoices, acceptable copies of original invoices, or other documentation acceptable to the Inspector, the City may establish the cost of the item(s) at the lowest possible wholesale price or rental rate applicable while the work was being performed.

7. Failure to submit the required “Daily Extra Work Report of Time and Material Work” by the close of the next working day shall waive all rights for that day unless otherwise approved by the Inspector. Work that cannot be substantiated by a “Daily Report”, approved and signed by the Inspector, is ineligible for payment.
8. The Contractor is responsible for preparing the “Daily Extra Work Report” for work by its Subcontractors and submitting the Forms to the Inspector on time.
9. The Contractor must have each “Daily Extra Work Report” verified by the Inspector. After the “Daily Extra Work Report” is approved by the Inspector, both the Contractor and Inspector sign the report. The original “Daily Extra Work Report” is retained by the Inspector with a copy provided to the Contractor.
10. When the “Daily Extra Work Report” is signed by the Inspector and the Contractor, it is binding on the Contractor and its Subcontractors.
11. When agreed to by the Inspector, the Contractor may submit a supplemental “Daily Extra Work Report” for labor, materials, or equipment for which the Contractor requests compensation but failed to list on the original daily report.
 - a. These supplemental forms shall be marked “SUPPLEMENTAL”.
 - b. Unless otherwise approved by the Inspector, the supplemental forms may only be submitted for approval up to two (2) working days following the date when the work was performed.

No payment will be allowed for labor, materials, or equipment included on T&M sheets not signed by the Contractor and the Inspector. Payment will not be allowed for labor, materials, or equipment included on T&M sheets signed by anyone other than the Inspector or the Inspector’s immediate supervisor.

D. General

It is the intent of the City to settle all Change Orders full and final at the time the Change Order is issued. Therefore, the following paragraph shall be made a part of all Change Orders, whether included or not on the actual change order:

“The compensation (time and cost) set forth in a Change Order comprises the total compensation due the Contractor, all Subcontractors, and all Suppliers, for the Work or change defined in the Change Order, including impact on unchanged work. By signing the Change Order, the Contractor acknowledges and agrees on behalf of himself, all Subcontractors, and all

Suppliers, that the stipulated compensation includes payment for all work contained in the Change Order, plus all payment for the interruption of schedules, extended field overhead costs, delay, and all impact, ripple effect or cumulative impact on all other work under this Contract. The signing of the Change Order indicates that the Change Order constitutes full mutual accord and satisfaction for the change, and that the time and/or cost under the Change Order constitutes the total equitable adjustment owed the Contractor, all Subcontractors, and all Suppliers as a result of the change. The Contractor, on behalf of himself, all subcontractors, and all Suppliers, agrees to waive all rights, without exception or reservation of any kind whatsoever, to file any further claim related to this Change Order. No further claim or request for equitable adjustment of any type for any reasonably foreseeable cause shall arise out of or as a result of this Change Order or the impact of this Change Order on the remainder of the Work under this Contract.”

Costs which shall not be paid in Change Orders under this Contract include, but are not limited to, interest costs of any type; claim preparation or filing costs; legal expenses; the costs of preparing or reviewing proposed Change Orders or Change Order proposals; lost revenue; lost profits; lost income or earnings; rescheduling costs; costs of idled equipment when such equipment is not at the site or has not yet been employed on the Work; lost earnings or interest on unpaid retainage; claims consulting costs; and the costs of corporate officer or staff visiting the site; any compensation due to the fluctuation of foreign currency conversion or exchange rates; loss of other business; changes in taxes or increased tax rates of any kind or any costs identified as unallowable under the provisions of the Federal Acquisition Regulations.

Extensions of time shall be based solely upon the effect of delays to the Work as a whole. Extensions of time shall not be granted for delays to the Work, unless the Contractor can clearly demonstrate, through analysis of the current updated schedule, that the delay to the Work as a whole arose or will arise from causes other than normal weather, beyond the control and without fault or negligence of the Contractor, or any Subcontractor, at any tier, and that such delays did or will, in fact, delay the progress of the Work as a whole. The Contractor shall not be entitled to a time extension unless it submits a Time Impact Analysis which is a calculation of the extent of the delay to the end date of the Work and which shows that the Work has been or will be extended beyond the current Contract completion date. A Time Impact Analysis is a scheduling procedure which utilizes the networking techniques (fragnets) and a written analysis of the facts associated with the alleged delay to demonstrate the effect of the alleged delay on the critical path of the schedule. A "fragnet" is defined as a sequence of new activities and/or activity revisions that are proposed to be added to the existing current updated schedule to demonstrate (mathematically and graphically) the influence of the alleged delay on the end date of the Work and shall be the sole method for incorporating delays and impacts into the schedule. The objective of a

Time Impact Analysis is to pinpoint, isolate, and quantify all time impact associated with a specific issue and determine its time relationship to past or current delays. Time extensions shall not be allowed for delays to parts of the Work that are not on the critical path of the currently approved monthly updated project schedule. Time extensions shall not be granted, nor delay damages of any kind whatsoever paid to the Contractor, until all available float, slack, or contingency time on the project is used and the end date of the Work is moved beyond the current, adjusted Contract completion date.

The cost summary, cost breakdowns and requests for cost reimbursement submitted by the Contractor (for delay, disruption, hindrance and interference associated with the changes, additions, deletions or extras) shall be itemized in a manner that, with mathematical certainty and without reliance upon probabilities or inferences, segregates the direct, actual reimbursable costs associated with each individual, change, addition, deletion, extra and (on an event-by-event basis) each individual delay or disruption event. Such cost summaries, breakdowns or requests shall not be based, in whole or in part, upon any methodology (such as "total cost" or "modified total cost" methodologies) that purports to calculate the Contractor's additional costs of performance of the extra, change, addition or deletion (including without limitation the additional costs of delay, disruption or other impact) based on the difference between Contractor's total actual Project or line item costs (with or without fee) and its original bid estimate for the Project or any original bid estimate line item. In connection with the foregoing, Contractor represents and warrants that it has the ability to generate and maintain complete and accurate cost accounting records that will reflect (i) the actual costs incurred or saved for each individual item of Extra Work, change, addition, deletion (including without limitation any costs of associated delay, disruption, interference, hindrance and the cumulative impact of each extra, change, addition, deletion on other parts of the Work); and, (ii) on an event-by-event basis, the effect of each delay or disruption that forms the basis of each request for extension of time, regardless of their scope, number, complexity, cumulative effect, or time of issuance or occurrence.

Except as provided in Section 6-6 of the General Conditions, Contractor shall have no right to recovery of any compensation, costs, expenses or damages resulting from delay, disruption, interference, or hindrance in the performance of the Work (including without limitation interruption of schedules, excess or extraordinary extended field and indirect overhead costs, loss of productivity and the impact, ripple or cumulative effect on other Work).

Contractor waives any claim or rights and remedies based on abandonment, quantum merit, rescission or other similar legal theory by reason of any of the following circumstances, which the Contractor acknowledges and agrees are within the reasonable contemplation of the parties: (i) changes, additions, deletions and extras to the Work after execution of the Contract and issued from time to time throughout the period of construction, regardless of their scope,

number, cumulative value, or complexity, to correct errors, omissions, conflicts, and ambiguities in the Contract Documents, or to implement discretionary changes to the scope of Work requested by the City; (ii) the issuance and performance of changes, additions, deletions and extras in a manner that is not in sequence with the as-built or as-planned progress of the Work; (iii) changes due to Differing Site Conditions; (iv) suspensions of the Work or parts thereof, or limitations on access to portions or all of the Work, for the convenience of City or in the interests of the Project; (v) delay or disruption to the Work due to failure of the City, Engineer or Inspector to timely perform any contractual obligation.

E. Markups – Overhead and Profit

1. In addition to the direct expenditures specified for labor, materials and equipment in Subsection B, a lump sum will be paid for all overhead and profit, including: All insurance costs other than specifically mentioned in this Section, all field and office supervisors and assistants, all onsite project administration, security costs, the cost of small tools and consumables, incidental job burdens, and all general home office expenses and no separate allowance will be made therefor. Assistants to field and office supervisors include all clerical, stenographic, and general office help. Incidental job burdens include, but is not limited to, office equipment and supplies, temporary toilets, telephone, utilities, safety equipment, warning devices, personal protective equipment, and conformance to OSHA requirements. Project administration includes, but are not limited to, review and coordination, estimating, engineering, scheduling, and expediting relative to Change Orders, and updating and furnishing Record Drawings to incorporate changes, schedule update, supervision not applied solely to the Work of the Change Order, home office salaries and expenses, and City of Redlands Business Tax. Such lump sum shall conform to the following schedule of percentages of the total amount of direct expenditures of the Contractor and subcontractors.

(a) Work by Contractor. The following percentages shall be added to the Contractor's costs and shall constitute the markup for all overhead and profits:

1) Direct Labor	20%
2) Direct Materials	15%
3) Direct Equipment	15%

(b) Work by Subcontractor. When all or any part of the extra work is performed by a Subcontractor, the markup established in (a) shall be applied to the Subcontractor's actual cost of such work. A markup of 10 percent on the first \$5,000 of the subcontracted portion of the extra work and a markup of 5 percent on work added in excess of \$5,000 of the subcontracted portion of the extra work may be added by the Contractor.

2. Bonds and Insurance

An additional allowance of one percent (1%) of all direct costs (less markup) is allowed.

3. Add/ Deduct Changes

The overhead rates determined above shall be applied to all additive Change Orders, except those utilizing as-bid Unit Prices listed in the Bid Proposal.

Any change in the Work involving both extras and credits shall show a net total cost, including subcontracts. Allowances for overhead and profit to the net total cost, as specified herein above, shall be applied if the net total cost is an extra; overhead and profit allowances shall not be applied if the net total cost is a credit. The estimated cost of deductions shall be based on labor and material prices on the date the Contract was signed.

4. When all or any part of the extra work is performed by a Subcontractor, the markup established in subsection 1.1.E.1 shall be applied to the Subcontractor's actual cost of such work. A markup of 10 percent on the first \$5,000 of the subcontracted portion of the extra work and a markup of 5 percent on work added in excess of \$5,000 of the subcontracted portion of the extra work may be added by the Contractor.

F. City Furnished Materials, Equipment and Services

The Engineer reserves the right to furnish materials, equipment and services deemed expedient for use on the Changed/Extra Work. The Contractor shall have no claim for profit or overhead on the cost of such materials, equipment and services.

G. Equipment Costs

The rates for rental or leased equipment shall not exceed the rates listed in the Caltrans Labor Surcharge and Equipment Rental Rates (Caltrans LS&ERR). For T&M Change Orders, the rates are established by the actual paid invoice(s) that comply with the requirements of Subsections G.1 and G.3. Owned equipment costs shall not exceed the rates established by Subsection G.2. The most recent published edition in effect at the commencement of actual equipment use shall be used.

The rates paid for any rented or leased equipment or tools shall include the cost of fuel, oil, lubrication, supplies, small tools, necessary attachments, repairs and maintenance of any kind, depreciation, storage, insurance and all incidental costs associated with the operation of the equipment or tools.

It is the responsibility of the Contractor to include any appurtenances added to equipment which would increase the basic rate for said equipment (i.e., hoe-ram, oversized bucket, and etcetera) as established in the acceptable rental rate guide. All equipment and/ or tools shall be acceptable to the Inspector, in good working condition, suitable for the purpose for which it is to be used, and necessary to complete the Changed/Extra Work. Payment will be based on the manner in which the equipment was actually powered, operated and modified per the equipment manufacturer's recommendations.

1. Rented or Leased Equipment

For equipment rented or leased (including lease with purchase option) in arm's length transactions from outside vendors, the Contractor shall be paid the actual invoiced, rented or leased rates provided that the invoiced lease or rental rates do not exceed the rates set forth in the Caltrans LS&ERR. Arm's length rental or lease transactions are those in which the firm involved in rental or lease of such equipment is not associated with, owned by, have common management, directorship, facilities, or stockholders with the firm renting the equipment. Submittal by a Contractor of a rental or leased invoice from the lessor will be prima facie proof of compliance with the above. However, such invoices are not conclusive proof; if questioned, the burden of proof remains with the Contractor. In no event shall the leased equipment rate billed to the City be at rates exceeding those prescribed in the following table:

<u>Actual Usage (Change Order & Contract Work Combined)</u>	<u>Payment Category</u>
Less than 8 hours	Hourly Rate
8 or more hours but less than 7 days	Daily Rate
7 or more days but less than 30 days	Weekly Rate
30 calendar days or more	Monthly Rate

a. When in Use:

Actual equipment use time documented by the Inspector shall be the basis that the equipment was utilized on the changed work and paid for under the Change Order. In addition to the lease or rental rate, equipment-operating costs shall not exceed the estimated hourly operating rate as set forth in the Caltrans LS&ERR. The hours of operation shall be based upon actual equipment usage on the changed work as recorded by the Inspector. For multiple shift work sequences, the allowable equipment rate shall not exceed fifty percent (50%) of the base rate, for second or third shifts.

b. When Idle:

Idle equipment is equipment on site and necessary to perform the Work under the change but not in actual use due solely to the impact of the changed work. Equipment operating costs due to idle time, documented by the Inspector, shall be paid at the rate determined in “G” (1) above. Idle time shall include a reasonable time allowance to and from the project site.

Payment for equipment or tools shall be limited to hours actually worked on the Changed/Extra Work if the equipment or tool is already on site for Work under the original Contract. No “standby” time will be paid for equipment already on site for Work under the original Contract.

If equipment or tools are used intermittently and, when not in use, could be returned to the rental source at less expense than holding it at the work site, it shall be returned, unless the Contractor elects to keep it at the work site at no expense to the City.

2. Owned and Other Equipment

Equipment rates for owned equipment or equipment provided in other than arm's length transactions shall not exceed the total hourly costs as set forth in the Caltrans “Labor Surcharge and Equipment Rental Rates” effective at the time the work is performed. (The Caltrans equipment rental rates are available on the internet at <http://www.dot.ca.gov/hq/construc/equipmnt.html>.) If the equipment is not listed in Caltrans LS&ERR, then the Rental Rate Blue Book shall be used. When using the Blue Book, the hourly rate for any period less than 7 days shall be the weekly rate divided by 40, plus the Operating Cost. Except as noted herein below, this equipment hourly rate plus the estimated operating cost per hour from the Blue Book will be paid for each hour the equipment actually performs the Extra Work. Daily records listing the equipment units and their respective operators, identification code, and actual usage on the Work under the Change Order, as certified at the end of each work day (or work shift if the Work is being performed in multiple work shift sequence) by the Inspector shall be the record upon which actual equipment use shall be based. For multiple shift work sequences, the Caltrans overtime factor shall be applied (When using the Blue Book one-half the Non-Operating Cost will be deducted for second and third shifts. The Non-Operating Costs are the Blue Book monthly or weekly/40 rates, as applicable.). It is agreed that this rate shall represent payment in full for all the Contractor’s direct costs.

a. When Idle:

Payment for equipment necessary to be on the site to complete the Work, but not in actual use due solely to the impact of the changed work, shall be paid per the table in Caltrans Standard Specifications Section 9-1.03A(3b), provided that its presence and necessity on the site has been documented by the Inspector, and further provided that the equipment was idled solely by actions of the City. Idle equipment time will only be paid as a function of delays specifically directed or caused by the City's actions. In no event shall the idle time claimed in a day for a particular piece of equipment exceed the normal work schedule established for the project - usually eight (8) hours per day or forty (40) hours per week, and excluding Saturdays, Sundays, and holidays. For multiple shift work sequence, the allowable idle equipment rate shall not be allowed, for second or third shifts. It is agreed that this rate shall represent payment in full for all the Contractor's direct costs.

3. Equipment Haulage and Set Up Costs

Documented and actual equipment haulage and set up costs shall be paid for, if applicable as set forth in Subsection B.3.

4. Other Equipment Cost Guides

In the event that a piece of equipment used on a Change Order is not listed in Caltrans or the Blue Book, costs may be derived from the Associated General Contractor's of America Equipment Ownership Guide, the Associated Equipment Dealers Guide, or the Equipment Rate Guide published by the U.S. Army Corps of Engineers as adjusted appropriately for the type of work and use and the regional area of the Work under this Contract.

H. Records

At any time should the Contractor deviate substantially from the schedule, method and sequence of operation, equipment, cost or pricing data furnished by the Contractor and agreed to by the City in connection with the Change Order or should the City determine that any price negotiated in connection with the Change Order is defective due to such deviation or the fault of the Contractor, the City reserves the right to reduce the Change Order cost and reissue the Change Order at the amount in which the City determines to be the actual costs to complete the change.

Whenever any material or process is indicated or specified by patent or a proprietary name, or by name of a manufacturer in the Change Order, such direction shall not relieve the Contractor's responsibility or obligation to perform

work in accordance with the contract requirements. The Contractor shall be solely responsible for, and have control over construction means, methods, techniques, sequences and procedures, coordination of all portions of the contract and Change Order work.

The Contractor shall on a weekly basis submit an approximate accounting of the amount expended on the Time and Materials work to date and an estimate of the Impact to the time of performance of work.

I. Partial Payments for Time and Materials Work.

Progress payments for Time and Materials work shall only be made if the anticipated cost of the changed work is in excess of \$50,000 and/or the time to perform the changed work will exceed two (2) months duration. To receive payments for Time and Materials work, the Contractor shall submit to the Engineer an invoice of the daily reports which were verified by the Inspector, with details and documents, verifying the Contractor's and Subcontractor's actual costs incurred for the Time and Materials work as set forth in Subsections B through H. Costs shall be submitted within thirty (30) calendar days after the T&M work has been satisfactorily completed unless an extension of time for submittal is authorized in writing by the Inspector.

END OF SECTION

SECTION 01298 SCHEDULE OF VALUES

1.1 GENERAL

- A. The Schedule of Values shall be used as a basis for determining progress payments on a lump sum contract or any designated lump sum bid item. The Schedule of Values shall be a schedule of cost loaded construction activities equal, in total, to the lump sum bid and shall be in such form and sufficient detail to correctly represent a reasonable apportionment of the lump sum. Prior to submitting an invoice for payment, the CONTRACTOR shall have submitted a detailed Schedule of Values and obtained approval from the ENGINEER.
- B. Each lump sum bid item on the Schedule of Work and Prices, as set forth in the Bid must be broken down separately. The breakdown of each lump sum bid item must cover the cost of construction required by the contract documents for that item. The sum of the values for the construction activities, within a bid item, must equal the total bid amount for that item. The breakdown shall include subcontract amounts which shall not deviate from the amounts submitted in the Bid Proposal. The CONTRACTOR shall provide certification from the Subcontractors certifying the subcontract amounts.
- C. Each activity in the Schedule of Values shall delineate one construction activity. For example, the placement of concrete between construction joints, the construction of an electrical duct bank or pipeline between points A & B. The costing for each activity should include all costs for the labor and materials or equipment required to complete the activity. For example, concrete construction activities should include all costs for the forming, placing of reinforcement, placing concrete and curing. The cost for pipeline construction activities should include materials, equipment and installation including pipeline supports or thrust blocks. The excavation and backfill for a pipeline or structure may be separate activities. The Contract Price breakdown shall include the itemized costs for the plant establishment and any maintenance services to be performed before the final project acceptance is made. No non-construction activity shall be cost loaded.
- D. The CONTRACTOR shall use cost loaded construction activities from the Construction Schedule as a Schedule of Values. Each construction activity shall be encoded to its bid item and a sort provided for each bid item totaling the cost loaded amount. The total of the Cost Loaded amounts for each bid item shall equal the amount bid for that item. The total of the Schedule of Values shall equal the current Contract value at all times. At any time during the progress of the Work of the Contract the INSPECTOR reserves the right to review the cost loading of the Schedules of Values and direct necessary revisions. When requested by the INSPECTOR, the CONTRACTOR shall provide all information necessary to substantiate the cost loading.

- E. Attached are samples of the Schedule of Values. The City will provide project specific Schedule of Values for the CONTRACTOR to use throughout the project at the Preconstruction Meeting. The Schedule of Values must be used by the CONTRATRACTOR at the time of each progress payment.

END OF SECTION

SECTION 01321 CONSTRUCTION SCHEDULE

1. THE REQUIREMENT

- A. It is expressly understood and agreed that the time of beginning, the rate of progress, and the time of completion of the Work are of the essence of this Contract.
- B. The CONTRACTOR'S representative in charge of scheduling is required to attend all meetings pertaining to scheduling and progress of the Work.
- C. The CONTRACTOR shall submit to the ENGINEER 3 hard copies and the electronic file of the CONTRACTOR'S Construction Schedule (the schedule) at the time of the preconstruction meeting. The schedule shall be either a Critical Path Method (CPM) Network or a detailed Bar Chart with the critical path clearly shown. If the CPM network option is used, then Primavera Project Management or Microsoft Project shall be the scheduling software. If a detail Bar Chart is used, Microsoft Excel shall be the software utilized. The schedule shall include the following:
 - 1. Activity ID,
 - 2. Activity Description,
 - 3. Start date for each activity,
 - 4. Finish date for each activity,
 - 5. Original duration,
 - 6. Predecessor,
 - 7. Successor,
 - 8. Percent Complete,
 - 9. Remaining Days.

A minimum of seven (7) calendar days for review of each schedule. Schedule activities shall be of sufficient detail to assure adequate planning has been done for proper execution of the Work and such that, in the sole judgement of the ENGINEER, it provides an appropriate basis for monitoring progress. The schedule shall begin with the date of issuance of the Notice to Proceed and conclude with the date of Final Completion shown in the Contract. Submittal and approval of the schedule in accordance with the requirements of this Section is a condition precedent to the issuance of any payments under this Contract. Once the schedule is approved it will become the baseline schedule and must be shown and compared on all subsequent schedule submittals.

- D. Float, slack time, or contingency within the schedule (i.e., the difference in time between the project's early completion date and the required Contract Completion date), and total float within the schedule, is not for the exclusive use of either the CITY or the CONTRACTOR, but is a jointly owned expiring resource available to and shared by both parties. Pursuant to this float sharing requirement, use of

float suppression techniques shall be cause for rejection of the schedule and any revisions or updates.

- E. Time extensions shall not be granted nor delay damages paid until a delay occurs which is beyond the control and without the fault or negligence of the CONTRACTOR and its Subcontractors or Suppliers, at any tier, and which extends actual performance of the Work beyond the current Contract completion date and the completion date projected by the current, approved, updated schedule. If the delay occurs along a path, which the current approved Construction Schedule update projects late completion prior to addition of any CITY caused delay, then the time extension allowed will be only for the additional delay demonstrated by the approved Time Impact Analysis. Time extensions shall be granted only if they are clearly demonstrated by the CONTRACTOR through the submittal, within seven (7) calendar days after the delay occurs, of a Time Impact Analysis which demonstrates the estimated impact on the end date of the Work; is based upon the updated Construction Schedule current as of the month the delay occurred; and demonstrates that the delay cannot be mitigated, offset, or eliminated through such actions as revising the intended sequence of Work or other means.

If a time extension is granted by the CITY, the updated schedule reflecting the change shall become the baseline and be reflected schedule and must be shown and compared on all subsequent schedule submittals.

Since float time within the Construction Schedule is jointly owned, it is acknowledged that CITY caused delays on the project may be offset by CITY caused time savings (e.g. critical path submittals returned in less time than allowed by the Contract or approval of substitution requests which result in a savings of time to the CONTRACTOR). In such an event, the CONTRACTOR shall not be entitled to receive a time extension or delay damages until all CITY caused time savings are exceeded and the Contract completion date is also exceeded.

- F. If the initial schedule submitted shows completion of Work more than thirty (30) calendar days in advance of the Contract completion date, the ENGINEER may, at no cost to the CITY, decrease the Contract duration by issuance of a Change Order which changes appropriate Milestone Date(s) and the Contract completion date to the completion date reflected on the schedule. Any approved schedule, revision, or update having an early completion date shall show the time between the early completion date and the Contract completion date as "project float".
- G. Comments made by the ENGINEER on the schedule during review will not relieve the CONTRACTOR from compliance with all requirements of the Contract. The ENGINEER may request that the CONTRACTOR and all major Subcontractors (defined herein as being any Subcontractor, Sub-Subcontractor, or Supplier with five (5) percent or more of the value of the Contract) participate in

review of any schedule submission. All revisions shall be submitted within seven (7) calendar days after the ENGINEER'S review.

- H. Two copies of an updated schedule shall be submitted to the ENGINEER for approval with the submittal of each CONTRACTOR'S monthly payment request or the monthly payment request will be withheld. For those activities started but not yet completed at the time of submittal, the updated schedule shall reflect the percentage complete, as agreed between the CONTRACTOR and the INSPECTOR, and an estimate of the remaining duration. The monthly update of the schedule shall include an updated bar chart with logic arrows or network diagram and include the same additional data as required by Section 1.C. If the CPM network option is used, the schedule shall be calculated using remaining durations and the progress override option. The monthly update shall also include a complete, hard copy list of all the changes made from the previously approved submittal. If the schedule is done using Primavera, use a Claim Digger report for the list of changes.
- I. The submittal of an updated schedule which meets the requirements of this Section, accurately reflects the status of the Work (for all previously accepted activities), and incorporates all approved changes into the schedule, shall be a condition precedent to the processing of the monthly payment application. (Actual and/or forecast dates for status of additional submittal cycles shall be added without the prior approval of the Engineer.) Updated schedules shall also be submitted at such other times as the ENGINEER may direct. Upon approval of a Change Order or issuance of a notice to proceed with a change, the approved change shall be reflected in the next schedule update.
- J. If completion of any part of the Work, delivery of equipment or materials, or submittal of CONTRACTOR submittals is behind schedule and will impact the end date of the Work, the CONTRACTOR shall submit a written recovery plan acceptable to the ENGINEER for completing the Work by the current Contract completion date, if requested by the ENGINEER.
- K. As a condition precedent to the release of any retained funds, the CONTRACTOR shall, after substantial completion of the Work has been achieved, submit a certified, final schedule which accurately reflects the manner in which the project was constructed and includes actual start and completion dates for all activities on the schedule.

END OF SECTION

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SECTION 01322 CONSTRUCTION PROGRESS PHOTOGRAPHY

1.1 GENERAL

- A. Required: Provide photographs taken at the Jobsite at the specified stages of Contracted Work in accordance with provisions of this Section.
1. The Contractor shall provide the City with photos with addresses identifying each property location, the direction the photograph was taken (facing North, South etc).
 2. Take first photographs just before CONTRACTOR starts any work operations at the Jobsite.
 3. Take final photographs when all Contracted Work has been completed, regardless of time interval since previous photographs were taken.

1.2 SUBMITTALS

Except as otherwise directed by the ENGINEER, submit all photographs electronically on a CD/DVD organized by phase of construction and location.

1.3 QUALITY ASSURANCE

Photographs and prints to be of professional quality; clear, in focus, with high resolution and sharpness, and with minimum distortion.

END OF SECTION

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SECTION 01323 CONSTRUCTION STATUS REPORTS

1.1 REQUIREMENTS

A. Daily Status Report

The Contractor shall complete a daily report indicating manpower, major equipment, subcontractors, unusual occurrences and etc., involved in the performance of the work. The daily report shall be completed on forms prepared by the Contractor and approved by the City and shall be submitted to the Project Manager at the conclusion of each work week.

The Contractor shall also have workers on the project sign in and out each day on the City of Redlands Daily Sign In Sheet which shall state the name, times in and out and the work performed by each worker on the project each day. The completed Daily Sign In Sheets shall be submitted to the City of Redlands Project Manager at the end of each work week. Failure to submit daily reports and daily sign in sheets to the Project Manager on a weekly basis will result in a possible and temporary suspension of work until reports are submitted.

B. Weekly Status Report

During the construction phase of the Work, the CONTRACTOR shall submit weekly written status reports to the ENGINEER and the INSPECTOR. The report shall contain a record of inspections and tests, not performed by CITY forces, for all Work accomplished subsequent to the previous report and shall include the following information:

1. Type of work under way during the time frame of the report (e.g., earthwork, concrete work, structural steel erection, equipment manufacturing, component installation).
2. Inspections and tests, and location of inspections and tests that were made.
3. Results of inspections.
4. Reports of tests performed, including those specified, with the results of the tests, and acceptance criteria, including failures and remedial action to be taken. Test results, including all computations, shall be attached to the report form. Where test results cannot be completed by the time the report is submitted, a notation shall be made that the test was performed, including the approximate expected date that test results will be reported.
5. Report of any nonconforming items/activities. Nonconformance report forms designed solely for this purpose shall be utilized.

6. Results of inspections of material and equipment done upon their arrival at the Jobsite and prior to their incorporation into the Work. This includes, but is not limited to, compliance with approved submittals, damage, and proper storage requirements.
7. Offsite quality control activities.
8. Instructions received from the ENGINEER or INSPECTOR.
9. In all cases, the report must be verified and signed by the CONTRACTOR'S representative. The verification is to contain the statement that all supplies and materials incorporated in the Work are in compliance with the terms of the Contract except where noted.

C. 3 Week Look Ahead Schedule

During the construction phase of the Work, the CONTRACTOR shall submit 3 Week Look Ahead reports to the ENGINEER at the weekly progress meetings or as directed by the ENGINEER. The report shall include the following information:

1. Type of work under way during the time frame of the report (e.g., earthwork, concrete work, structural steel erection, equipment manufacturing, component installation).

D. Miscellaneous Submittals

CONTRACTOR shall prepare a Daily Construction Report recording the following information concerning events at the job-site and submit original copies to the ENGINEER at weekly intervals for approval:

1. List of Subcontractors and Sub-Subcontractors at the site, types of works and job location.
2. Count of CONTRACTOR'S personnel at the site, name, type of work, hours completed and job location.
3. Construction equipments at the site.
4. High and low temperatures, general weather conditions.

END OF SECTION

SECTION 01330 SUBMITTALS

1.1 THE REQUIREMENT

- A. The CONTRACTOR shall furnish a schedule and list of all required submittals to the ENGINEER, including required submittals by all Subcontractors.
- B. Wherever called for in these Specifications or on the plans, or where required by the ENGINEER, the CONTRACTOR shall furnish to the ENGINEER for review, one electronic (PDF) copy of each submittal. The term "submittal" as used herein shall be understood to include detail design calculations, design drawings, shop drawings, fabrication and installation drawings, erection drawings, lists, graphs, operating instructions, catalog sheets, data sheets, samples, and similar items. Unless otherwise required, said submittals shall be submitted to the ENGINEER at a time sufficiently early to allow review of same by the ENGINEER and to accommodate the rate of Construction Progress required under the Contract without delaying the Contract Work and with due regard for the possibility of resubmittals. All submittals shall be in English.
- C. All design or shop drawings or other submittals shall be accompanied by a transmittal form for each submittal. Any submittal not accompanied by such a form may be returned, at the ENGINEER'S discretion, for resubmittal.
- D. Normally, a separate transmittal form shall be used for each specific item or class of material or equipment for which a submittal is required. Transmittal of a submittal of various items using a single transmittal form will be permitted only when the items taken together constitute a manufacturer's "package" or are so functionally related that expediency indicates a review of the group or package as a whole. A multiple-page submittal shall be collated into sets, and each set shall be stapled or bound, as appropriate, prior to transmittal to the ENGINEER.
- E. Shop Drawings shall show in detail the size, sections, and dimensions of all the member(s); the arrangement and construction of all connections and joints; all holes, straps, and other fittings required for attaching work and other pertinent details. When required, engineering computations shall be submitted. The CONTRACTOR shall be responsible for delivering reviewed copies of shop Drawings to all others whose work is dependent thereon. The CONTRACTOR shall maintain at the site of the Project, at all times, a complete file of approved Shop Drawings and manufacturers' data for this Project.
- F. Except as may otherwise be provided herein, the ENGINEER will return prints of each submittal to the CONTRACTOR, with its comments noted thereon, within twenty (20) calendar days following their receipt by the ENGINEER. It is considered reasonable that the CONTRACTOR shall make a complete and acceptable submittal to the ENGINEER by the second submission of a submittal item. The CITY reserves the right to withhold moneys due the CONTRACTOR

to cover additional costs of the ENGINEER'S review beyond the second submittal. Submittal will be returned to the CONTRACTOR with one of four (4) markings:

1. If a submittal is returned to the Contractor marked "NO EXCEPTIONS," formal revision and resubmission of said submittal will not be required.
 2. If a submittal is returned to the Contractor marked "EXCEPTIONS NOTED," formal revision and resubmission of said submittal will not be required, unless specifically requested.
 3. If a submittal is returned to the Contractor marked "RETURNED FOR CORRECTION," the Contractor shall revise said submittal and shall resubmit the originally required number of copies of said revised submittal to the Engineer.
 4. If a submittal is returned to the Contractor marked "NOT ACCEPTABLE," the Contractor shall revise said submittal and shall resubmit the originally required number of copies of said revised submittal to the Engineer.
- G. All Work for which Shop Drawings are required shall be performed in accordance with the reviewed and approved copies. Fabrication of an item shall not commence before the ENGINEER has reviewed the pertinent submittal and returned the copies to the CONTRACTOR marked either "NO EXCEPTIONS TAKEN," or "MAKE CORRECTIONS NOTED". Revisions indicated on submittals shall be considered as changes necessary to meet the requirements of the Contract Documents and shall not be taken as the basis for claims for extra work.
- H. All CONTRACTOR submittals shall be carefully reviewed by an authorized representative of the CONTRACTOR prior to submission to the ENGINEER. Each submittal shall be dated, signed, and certified by the CONTRACTOR as being correct and in strict conformance with the Contract Documents. No consideration for review by the ENGINEER of any CONTRACTOR'S submittal will be made for any items which have not been so certified by the CONTRACTOR. All noncertified submittals will be returned to the CONTRACTOR without action taken by the ENGINEER, and any delays caused thereby shall be the total responsibility of the CONTRACTOR.
- I. Should the Shop Drawings or manufacturers data (for submittals required by the Standard Specifications or the specifications) show variations from the Contract requirements, the CONTRACTOR shall make specific mention of such variations in the letter of transmittal, in order that, if acceptable, suitable action may be taken for proper adjustment of the Contract; otherwise the CONTRACTOR will not be relieved of the responsibility for executing the work in accordance with the Contract Documents, and the approved submittals.

J. The ENGINEER'S review of CONTRACTOR'S submittal shall not relieve the CONTRACTOR of the entire responsibility for the correctness of details and dimensions and conformance to the Specifications. The CONTRACTOR shall assume all responsibility and risk for any misfits due to any errors in the submittal. Any fabrication or other work performed in advance of the receipt of accepted submittals shall be entirely at the CONTRACTOR'S risk and expense. The CONTRACTOR shall be responsible for the dimensions and the design of adequate connections and details.

K. CONTRACTOR'S Coordination:

1. ENGINEER will return and will not review unrelated submittals.
2. The CONTRACTOR may be required to provide drawings, setting diagrams and similar information necessary for proper coordination of Contracted Work. Such data shall remain between the CONTRACTOR and CONTRACTOR'S Subcontractor and will not be reviewed by the ENGINEER unless specifically called for in the Contract Documents.
3. ENGINEER will not review any required Structural Shop Drawings, Structural Calculations, etc., not prepared or signed by a State of California licensed ENGINEER.
4. ENGINEER will return and will not review any submittal requiring coordination with other submittals until such other submittals or required information is received by the Consultant or ENGINEER.

L. CONTRACTOR'S Submittals: CONTRACTOR'S submittals required for performance of Contracted Work, shall include, but are not limited to, the following:

1. Schedule of Values for all Lump Sum items within the Proposal.
2. Construction Schedule and Notification to ENGINEER of completion of each milestone or percentage increment of the Work as required.
3. Submittal Schedule
4. Daily Construction Reports
5. Shop Drawings and Structural Calculations.
6. Manufacturer's Data and Specifications.
7. Samples

8. Templates
 9. Certificate of Compliance
 10. Construction Photographs
 11. Substitutions
 12. Record Drawings and Record Project Manual
 13. Operation & Maintenance Manuals
 14. Stock Materials, Spare parts, tools
 15. Material Testing Results
 16. Maintenance Logs and Maintenance Schedule.
- M. CONTRACTOR shall conform to the provisions of the Contract Document and as may be specifically directed by the ENGINEER.
1. Preparation and processing of submittals shall be coordinated with Contracted Work operations, which include fabrication, purchasing and delivery of work items so as not to delay Contracted Work operations.
 2. In each copy of the Submittal, mark every applicable material, product, equipment, manufacturer's data, product information, color samples, rating or values, part and model numbers, etc. by red color circle. Each of the submittal items must be clearly distinguishable from other unrelated or similar items listed in the Manufacturer's Catalog or Technical Specifications, Manuals, etc.
- N. Coordination and Submittals:
1. Carefully review and coordinate all aspects of each item being submitted.
 2. Carefully review contract drawings and technical sections, verify all work as laid out or indicated meeting the applicable codes and standards.
 3. Ensure ample time for reviewing and processing of the submittals by the CITY or other authorized agencies, delays resulting from improper and untimely submittals shall be the responsibility of the CONTRACTOR.
 4. Verify that all such submittal items conform to the Project Manual requirements noted in the Technical Sections.

5. Verify all site conditions and provide all required dimensions and measurements in Shop Drawings.
 6. Where necessary, review the CITY'S comments, make changes and resubmit to local governing agencies for approval. Furnish the ENGINEER copies of the approved plans or drawings for review.
- O. CONTRACTOR shall affix to each submittal, the CONTRACTOR'S signature certifying that required coordination has been performed and include on an attached label for processing and recording action taken, noting the following:
1. Name of the Project
 2. Date of the Submittal
 3. Name and address of Consultant
 4. Name and address of the CONTRACTOR
 5. Name and address of the Subcontractor(s)
 6. Name and address of the Supplier
 7. Name and address of the Manufacturer
 8. Reference to Specification Section Number and Title
 9. Reference to Drawing Sheet Number and detail(s)
 10. Submittal Number
 11. Priority Number and expected return date.

END OF SECTION

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THE CITY OF REDLANDS
MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT

SUBMITTAL COVER SHEET

Project Name:		Submittal Number:	
Project Number:		Date of Submittal:	
Submitted By:			

Submittal Title:	
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Priority Type (Select One):	<input type="checkbox"/> Low	<input type="checkbox"/> Normal	<input type="checkbox"/> High
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Submittal Type (Select One):	<input type="checkbox"/> Pre-Construction	<input type="checkbox"/> Post-Construction
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Category (Select One):	
<input type="checkbox"/> Product Data	<input type="checkbox"/> Close-Out
<input type="checkbox"/> Shop Drawing	<input type="checkbox"/> Warranty
<input type="checkbox"/> Mock Up	<input type="checkbox"/> Test Report
<input type="checkbox"/> Sample	<input type="checkbox"/> Operation / Maintenance Manual
<input type="checkbox"/> Certification	<input type="checkbox"/> MSDS – Material Safety Data Sheets
<input type="checkbox"/> As-Built	



**THE CITY OF REDLANDS
MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT**

REQUEST FOR INFORMATION (RFI)

Project Name:		RFI Number:	
Project Number:		Date of RFI:	
Submitted By:			

RFI Title:	
-------------------	--

Work Impact? (Select One):	<input type="checkbox"/> No	<input type="checkbox"/> Unknown
	<input type="checkbox"/> Yes – Work Impeded	<input type="checkbox"/> Yes – Work Stopped

Question:

Proposed Solution (Optional):

Requestor:

Signature: _____

Title: _____

Date: _____

SECTION 01571 STORMWATER POLLUTION PREVENTION PLAN

PART 1 - GENERAL

This project is subject to the requirements of the General Permit for Storm Water Discharges associated with Construction and Land Disturbance Activities, under the California State Water Resources Control Board. Order No. 2009-0009-DWQ, CAS000002, and all amendments. All permit related documents can be located at the State Water Resources Control Board (SWRCB) website at www.waterboards.ca.gov. This project lies within the boundaries of the Santa Ana Regional Water Quality Control Board (RWQCB). The project is also covered by the municipal MS4 permit, Santa Ana-Order No. R8-2010-0036. Guidance manuals applicable to this project are the California Best Management Practices Handbooks found at www.cabmphandbooks.com.

The Contractor shall be responsible for complying with the SWPPP and all laws, codes, ordinances, and requirements of the governing agencies regarding the discharge of pollutants, pollution control devices, and any other related stormwater and non-stormwater requirements for this project, including but not limited to reporting, sampling, and amendments.

The Contractor shall have the necessary training and certifications to implement the SWPPP, conduct inspections and maintain the required water pollution control practices. See Section “QUALIFIED SWPPP PRACTITIONER (QSP)”.

The Contractor shall follow all requirements of the prepared job specific Storm Water Pollution Prevention Plan (SWPPP) including the Construction Site Monitoring Program Requirements (CSMP). The contractor shall provide a Qualified SWPPP Practitioner (QSP) to implement all requirements of the SWPPP. The QSP shall be responsible for monitoring and sampling as required by the CSMP.

Approval of the SWPPP must be completed prior to the start of construction activity. However, the contract time will commence.

PART 2 - STORMWATER POLLUTION PREVENTION PLAN PREPARATION

If required under Order No. 2009-0009-DWQ, CAS000002, or its amendments, the Contractor shall prepare a SWPPP for the project. The SWPPP provides the general stormwater approach for the project and the minimum necessary BMPs. The contractor shall provide a Qualified SWPPP Practitioner (QSP) for this project and submit to the City copies of the required certifications or registrations for the QSP prior to SWPPP approval.

The California Storm water Quality Association (CASQA) has prepared a SWPPP template for use with Order No. 2009-0009-DWQ, CAS000002. The SWPPP template provides the general storm water approach for the project and the minimum necessary BMPs. The SWPPP template is not to be a considered a final and complete document until it has been completed and approved by a Qualified SWPPP Developer (QSD). The QSD is expected to include in the updated Final

SWPPP necessary details pertaining to the methods and scheduling of construction and any additional necessary BMPs, based on the project approach.

The QSD shall use the CASQA SWPPP template for preparation of the SWPPP. The Caltrans SWPPP template shall not be used.

Within 5 days of the Notice to Proceed, Contractor shall submit two (2) hardcopies of the draft Storm Water Pollution Prevention Plan (SWPPP) for review. SWPPP review shall be in accordance with the requirements set forth in Section 01330 of the General Requirements. Once all of the noted revisions have been made and the SWPPP is complete for submittal to the State, two (2) final signed hardcopies and one (1) electronic copy of the SWPPP must be submitted to the Engineer for acceptance. The Contractor shall keep one copy of the approved SWPPP and approved amendments at the project site. The SWPPP shall be made available upon request by a representative of the City of Redlands, the Regional Water Quality Control Board or the State Water Resources Control Board. Requests made by the public or other third-parties for review of the SWPPP shall be directed to the Project Engineer. The Contractor shall notify the Engineer immediately when regulatory agencies request to enter, inspect, sample, monitor, or otherwise access the project site or the Contractor's records pertaining to the water pollution control work. Contractor shall immediately send all correspondences, notices of violation, enforcement actions or proposed fines, issued by a regulatory agency, to the Engineer.

The SWPPP shall be updated or amended as necessary or as required for compliance purposes. All updates to the SWPPP shall be per the guidelines contained therein. A copy of the SWPPP must be kept at the project site at all times. In the case of a linear construction project (water, sewer, street), where no field office has been established, the copy of the SWPPP shall be kept by the contractor's foreman in the vicinity of the actual construction and made available within thirty (30) minutes of request. The SWPPP shall be made available upon request by a City Inspector, a representative of the Regional Water Quality Control Board or the State Water Resources Control Board. Requests made by the public or other third parties for review of the SWPPP shall be directed to the City Engineer.

PART 3 - SWPPP IMPLEMENTATION

Unless otherwise specified, the Contractor shall be responsible throughout the duration of the project for installing, constructing, inspecting, maintaining, removing, and disposing of the water pollution control devices; and practices specified in the SWPPP, its amendments, or by the City Inspector. Unless otherwise directed by the City Engineer, the Contractor's responsibility for SWPPP implementation shall continue throughout temporary suspensions of work, regardless of reason, unless specified otherwise in writing by the City Engineer. Requirements for installation, construction, inspection, maintenance, removal, and disposal of water pollution control devices and practices shall conform to the requirements in the SWPPP and these special provisions.

The National Weather Service (<http://www.srh.noaa.gov/>) weather forecast shall be monitored and used by the Contractor on a daily basis. If there is a forecast of 50% or greater probability of precipitation in the project area, the necessary water pollution control devices, plans and practices shall be deployed prior to the onset of the precipitation and immediate notice provided

to the City Engineer. The contractor's QSP shall be required to prepare and submit a Rain Event Action Plan (REAP), if required, any time the probably of rainfall is 50% or greater.

For the purposes of erosion and sediment control, disturbed soil areas shall be considered active whenever the soil disturbing activities have occurred, continue to occur or will occur during the ensuing 14 days. Non-active areas shall be protected as prescribed in the General Construction Permit within 14 days of cessation of soil disturbing activities or prior to the onset of precipitation, whichever occurs first.

If the City Inspector finds the contractor is not in compliance with the SWPPP or any other applicable pollution control laws or regulations, the City Inspector shall direct the contractor to correct the violation. The Contractor shall immediately take measures to correct the violation or notify the City Engineer in writing why correcting the violation immediately is not possible and provide a timetable by which the violation will be corrected. The City Engineer may accept the timetable, reject it or modify it. Under no circumstances will the contractor submit a timetable that exceeds the duration of construction in the immediate area. If the Contractor fails to correct the identified violation by the date agreed upon or prior to the onset of precipitation, the project shall be in nonconformance with these specifications and subject to the remedies as described in Section "LEGAL RELATIONS AND RESPONSIBILITY".

Installing, inspecting and maintaining water pollution control practices on areas outside the City of Redlands right of way, not specifically arranged and provided for by the City of Redlands in the execution of this contract, will not be paid for without prior written approval.

No work required by regulatory agencies, and for which the Contractor would request additional compensation from the City, shall be started without prior approval from the City Engineer.

PART 4 - MAINTENANCE

To ensure the proper implementation and correct functioning of water pollution control devices and practices, the Contractor shall assign a Qualified SWPPP Practitioner (QSP) to regularly inspect and maintain the construction site's water pollution control devices and practices as identified in the SWPPP. The frequency of the inspections shall be in accordance with the SWPPP. In the event of multiple consecutive violations, the City Engineer may increase the frequency of the inspections. These additional inspections shall be at the Contractor's expense based on the current adopted resolution establishing such fees.

The QSP/Contractor shall document the inspections findings, using photographs and a written narrative, and if necessary, make the necessary corrections to the water pollution control practices or devices. One copy of each site inspection record shall be submitted to the City Engineer within 5 working days of completing the inspection. The QSP/Contractor shall submit one copy of each Rain Event Action Plans (REAP), when required, within 12 hours of anticipated precipitation event. The QSP/Contractor shall also submit one copy of each monitoring/sampling report, when required, within 24 hours of receiving the results. The contractor shall be responsible for all expenses incurred in the reporting process.

PART 5 - REPORTING REQUIREMENTS - DISCHARGE

If the Contractor identifies discharges leaving the construction site or flowing into drainage systems or surface waters in a manner causing, or potentially causing, a condition of pollution, or if the project receives a written notice or order from a regulatory agency, the Contractor shall immediately inform the City Engineer. The Contractor shall submit a written report to the City Engineer in less than 24 hours of the discharge event, notice, or order. The report shall include the following information:

- A. The date, time, location, nature of the operation, and type of discharge, including the cause or type of the notice or order Contractor received.
- B. The water pollution control practices deployed before the discharge event, or prior to receiving the notice or order.
- C. The date of deployment and type of water pollution control practices deployed after the discharge event, or after receiving the notice or order, including additional measures installed or planned to reduce or prevent reoccurrence.
- D. An implementation and maintenance schedule for affected water pollution control practices.

The contractor shall also submit any reports required by the SWPPP or the General Permit for Storm Water Discharges associated with Construction and Land Disturbance Activities to the appropriate agencies. The contractor shall be responsible for all expenses incurred in the reporting process. Any required sampling shall be done by the contractor or his QSP in compliance with the SWPPP.

PART 6 - REPORTING REQUIREMENTS – ANNUAL REPORT and NOTICE OF TERMINATION

The contractor shall be responsible for preparing the Annual Report. The Annual report shall be prepared per Section XVI. ANNUAL REPORTING REQUIREMENTS of the General Permit for Storm Water Discharges associated with Construction and Land Disturbance Activities, under the California State Water Resources Control Board. Order No. 2009-0009-DWQ, CAS000002. The Annual Report must be prepared by or under the direction of a QSP.

- 1) The contractor or QSP shall prepare an Annual Report no later than August 15th of each year.
- 2) The contractor or QSP shall certify each Annual Report in accordance with the Special Provisions.
- 3) The contractor or QSP shall retain an electronic or paper copy of each Annual Report for a minimum of three years after the date the annual report is filed.

- 4) The contractor or QSP shall include storm water monitoring information in the Annual Report consisting of:
 - a) A summary and evaluation of all sampling and analysis results, including copies of laboratory reports;
 - b) The analytical method(s), method reporting unit(s), and method detection limit(s) of each analytical parameter (analytical results that are less than the method detection limit shall be reported as "less than the method detection limit");
 - c) A summary of all corrective actions taken during the compliance year;
 - d) Identification of any compliance activities or corrective actions that were not implemented;
 - e) A summary of all violations of the General Permit;
 - f) The names of individual(s) who performed the facility inspections, sampling, visual observation (inspections), and/or measurements;
 - g) The date, place, time of facility inspections, sampling, visual observation (inspections), and/or measurements, including precipitation (rain gauge); and
 - h) The visual observation and sample collection exception records and reports specified in Attachments C, D, and E.

- 5) The contractor or QSP shall provide training information in the Annual Report consisting of:
 - a) Documentation of all training for individuals responsible for all activities associated with compliance with this General Permit; 2009-0009-DWQ 40 September 02, 2009 Order 2009-0009-DWQ 41 September 02, 2009
 - b) Documentation of all training for individuals responsible for BMP installation, inspection, maintenance, and repair; and
 - c) Documentation of all training for individuals responsible for overseeing, revising, and amending the SWPPP.

A copy of the Annual Report shall be submitted to the City no later than 9 A.M. each August 15th. In the event August 15th is a Friday, Saturday, or Sunday, the report shall be submitted no later than 5 P.M. on the Thursday prior to August 15th. If the project is completed prior to August 1st, regardless of when the project started, the Annual Report is due within two weeks of project completion. The contractor shall submit two hard copies of the annual report and one digital copy in PDF format on compact disc (CD).

Failure to submit the Annual report within the timeframes specified will result in progress payments and/or retention release being delayed and/or withheld. The City of Redlands, at its discretion, may complete the annual report based on records provided by the contractor. The contractor shall reimburse the city the full cost of creating the Annual Report along with an administrative fee not to exceed 1.7 times the total cost. The contractor shall also be liable for any fines or judgments levied by the Regional Water Quality Control Board against the City of Redlands as a result of the contractors failure to provide the annual report within the time frames listed above.

Under no circumstances does the submittal of a copy of the Annual Report to the City of Redlands relieve the contractor of his responsibility to maintain the Annual Report records for a minimum of three years after the date of submittal.

The contractor shall be responsible for preparing the Notice of Termination. The Notice of Termination shall be prepared within 30 days of the cessation of construction and shall meet all the requirements of the General Permit for Storm Water Discharges associated with Construction and Land Disturbance Activities, under the California State Water Resources Control Board. Order No. 2009-0009-DWQ, CAS000002. The Notice of Termination must be prepared by or under the direction of a QSP.

Along with submitting the Notice of Termination to the City of Redlands, the QSP shall submit one (1) hard copy and one (1) electronic copy of the Storm Water Pollution Prevention Plan (SWPPP), including all inspection reports, photographs and other documents as required by the General Permit for Storm Water Discharges associated with Construction and Land Disturbance Activities, under the California State Water Resources Control Board. Order No. 2009-0009-DWQ, CAS000002, to the Engineer.

PART 7 - WATER POLLUTION BEST MANAGEMENT PLAN (BMP) BUDGET

The Contractor shall submit a completed Water Pollution BMP budget, which itemizes the BMPs for water pollution control work. The Contractor shall identify items, quantities, and values for all water pollution control work. The Water Pollution BMP budget shall provide a cost breakdown for the water pollution control work based on BMP quantity, unit cost, and total amount.

The Contractor shall be responsible for the accuracy of the quantities and values used in the Water Pollution BMP budget. Partial payment for the item of water pollution control will not be made until the Water Pollution BMP budget is approved by the Engineer. Overhead and profit, except for time-related overhead, shall be included in the individual line items listed in the Water Pollution BMP budget. Line item quantities indicated in the Water pollution BMP budget in this section shall be considered project-specific minimums. All the BMPs listed in the Water Pollution Control BMP budget can be referenced in the CASQA Construction BMP Handbook.

PART 8 - PAYMENTS AND PENALTIES

The Water Pollution BMP budget shall include full compensation for furnishing labor, materials, tools, equipment and incidentals for doing all the work involved in reviewing, updating, and implementing a Storm Water Pollution Prevention Plan, including installing, constructing, removing and disposing of water pollution control devices and practices, and non-stormwater management and waste management and no additional compensation will be allowed, unless there is a separate prior approval in writing by the City Engineer.

It shall be understood that the City of Redlands and/or the City Engineer's acceptances does not relieve the Contractor of his/her full responsibility, legally and/or financially, to repair damages resulting from inadequacy and/or insufficiency of water pollution control devices and practices that were installed by the Contractor during construction activity.

PART 9 - LEGAL RELATIONS AND RESPONSIBILITY

The City Inspector may use any of the following measures if violations are not corrected in a timely manner or if the violation may present a danger to public health or to the environment; notices of correction or violation, stop work orders, citations, and using City staff or third party contractors to correct the problem. In the event that the above measures do not resolve the issues, the City Inspector shall inform the State Water Resources Control Board (SWRCB) of the violation and request their intervention.

The Contractor shall be solely responsible for penalties assessed or levied on the Contractor or the City of Redlands as a result of the Contractor's failure to comply with the provisions in this section, including but not limited to, compliance with the applicable provisions of the Permits, the Manuals, and Federal, State and local regulations and requirements as set forth, therein. Penalties shall also include payment made or cost incurred in settlement for alleged violations of the Permits, the Manuals, or applicable laws, regulations or requirements, Costs incurred could include sums spent instead of penalties, in mitigation or to remediate or correct violations. This shall apply regardless of the source issuing the penalties.

In the event a stop work order has been issued, the days passing between the discovery of the violation until the violation has been resolved and the stop work order has been lifted, shall be considered "working" days and shall not negate any claims by the City of Redlands for liquidated damages.

If the Contractor fails to correct violations immediately or within the time table established with the City Engineer, the City of Redlands may elect to use City staff or a third party to bring the project into compliance. The Contractor shall be responsible for the cost incurred by the City of Redlands when using City staff or a third party to bring the project into compliance. The City of Redlands reserves the right to add an additional fifteen (15) percent to the costs to cover administrative expenses.

PART 10 - RETENTION OF FUNDS

Notwithstanding any other remedies authorized by law, the City of Redlands may retain money due the Contractor under the contract, in an amount determined by the City, up to and including the entire amount of penalties proposed, assessed or levied as result of the Contractor's violation of the Permits, the Manuals, or Federal or State law, regulations or requirements. Funds may be retained by the City until final disposition has been made as to the Penalties. The Contractor shall remain liable for the full amount of penalties until such time as they are resolved with the entity seeking the penalties.

When a regulatory agency or third party identifies a failure to comply with the Permits and modifications, thereto, the Manuals, or other Federal, State or local requirements, the City of Redlands may retain money due to the Contractor, subject to the following:

- A. The amounts retained, due to Contractor's failure to conform to the provisions in this section, will be released for payment on the next monthly estimate for partial payment providing the corrections have been implemented and maintained and when water pollution has been adequately controlled, as determined by the City Engineer.

During the estimated period that the Contractor fails to conform to the provisions in this section, the City may retain an amount equal to 25 percent of the estimated value for the contract work performed.

PART 11 - QUALIFIED SWPPP PRACTITIONER (QSP)

The General Construction Permit requires a Qualified SWPPP Practitioner (QSP) to oversee implementation of the BMPs and to ensure proper project oversight. Any contractors bidding and/or awarded a contract for any projects for the City of Redlands subject to the provisions of the General Permit shall employ a QSP. Prior to being awarded a construction contract, the successful bidder shall submit the name of the QSP to the City or Redlands for approval.

The QSP shall be responsible for the elimination of all unauthorized discharges and the preparation and submittal of an annual compliance evaluation report.

END OF SECTION

SECTION 01572 EROSION CONTROL PLAN

Contractor shall comply with all laws, codes, ordinances and requirements of governing agencies regarding the discharge of pollutants, air and water pollution control and any other requirements for this project. Within 5 days of the Notice to Proceed, Contractor shall submit two (2) hardcopies of the draft Erosion Control Plan to the City for review. Any corrections or changes shall be made to the Erosion Control Plan, approved by the Engineer and implemented prior to any construction work on this project. The plan shall be updated as necessary or required for compliance purposes.

Payment for work on this item shall be made as a percentage of work completed at each monthly payment. All work under this item shall be as shown on the approved drawing accepted by the City prior to any work on the project. The Contractor shall have all work installed and inspected by the City prior to any work on the project.

Full compensation for this item shall be in accordance with all state and federal NPDES rules, regulations, requirements and laws and shall constitute all work for providing, installing, maintaining and removing all work as required for all excavations, earthwork, grading, grinding, paving, concrete, runoff containment, and any other work performed within the project boundaries.

END OF SECTION

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SECTION 01581 CONSTRUCTION INFORMATION SIGNS

1.1 THE REQUIREMENT

The City shall provide the Contractor with all required construction information signs for the project. The signs shall be installed at the locations noted in the plans, if included, or as otherwise directed by the Engineer. If the project consists of numerous sites, the construction information signs shall be relocated to each site as work progresses. The construction signs shall be installed the same day work commences on any construction site. If the sign is not installed prior to construction work beginning at a subsequent site, the City will install the information signs at the Contractor's expense.

The installation of each sign shall be the responsibility of the contractor to include mounting posts, hardware and any related incidentals to ensure the sign is placed in a safe and secure manner. For any sign required for multiple site projects, where the sign is frequently relocated and not anticipated to be installed in the ground on posts, the Contractor shall provide a Type III barricade for mounting. The contractor shall obtain approval from the Engineer following installation of the construction information sign. If the signs are installed in the ground with posts, proper vertical clearance shall be provided. The minimum vertical clearance shall be six feet within a parkway area and seven feet within the sidewalk.

The construction information sign shall remain visible at all times. The contractor shall replace stolen signs at their expense and maintain the signs, ensuring all graffiti, soil, paint, etc. is removed from the sign immediately. Upon completion of the project, each sign shall be removed and returned to the City. If the sign is not returned to the City at the completion of the project in the original condition, the cost of the sign shall be withheld from the final progress payment.

The Contractor shall notify Underground Service Alert (Dig alert) at least 2 working days, but not more than 14 calendar days, prior to performing any excavation.

Full compensation for furnishing all labor, equipment, materials, and tools required to perform the tasks noted above, and as ordered by the Engineer, shall be considered as being included in the various Contract items of work and no separate or additional compensation will be allowed therefore.

END OF SECTION

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SECTION 01721 MOBILIZATION

1.1 THE REQUIREMENT

A. General

Whether Mobilization is included as a Contract Bid Item in the Bid Proposal Form or specified as part of the lump sum in the Contract Documents, the cost of labor, equipment, materials and incidentals for doing all the work in mobilization (in advance of construction operations and not directly attributable to any specific bid item) shall be included in the Contract Price Breakdown and progress payment estimate. If there is no mobilization bid item the CONTRACTOR shall submit to the INSPECTOR for approval the Contract Price Breakdown with the amount established for mobilization.

Mobilization shall include, but not be limited to, the following items, all as required for the proper performance and completion of the Work:

1. Obtaining all permits, licenses, insurance, and bonds. Providing copies to the ENGINEER.
2. Moving onto the Jobsite all of CONTRACTOR'S plant and equipment as required.
3. Erecting temporary buildings and other construction facilities.
4. Installing temporary construction power and wiring.
5. Establishing fire protection system for its temporary facilities.
6. Developing construction water supply.
7. Providing field office trailers for the CONTRACTOR, complete with all specified equipment, furnishings, utility services and required approvals from the CITY.
8. Providing sanitary facilities or connecting to onsite sanitary facilities as specified.
9. Providing for potable water facilities as specified. This includes a means by which all on site CONTRACTOR, Subcontractor or supplier personnel can wash their hands with soap.
10. Arranging for, and erection of, CONTRACTOR'S work and storage yards and sheds.

11. Submitting all required Subcontractor insurance certificates and bonds.
12. Posting all CAL/OSHA required notices and establishment of safety programs.
13. Furnishing of Construction Schedule, Contract Price Breakdown and Submittal Schedules.
14. Erecting all temporary fencing, including removal and disposal of existing temporary fencing.

END OF SECTION

SECTION 01722 SURVEYING

PART 1 - GENERAL

A. General

1. The CONTRACTOR shall be responsible for all surveys required to layout the Work and for the accuracy of all survey work for construction. The CONTRACTOR shall include the cost of all such survey work in their Bid. The CONTRACTOR shall have all construction surveying performed by a 'Licensed Land Surveyor' or a 'Civil Engineer' registered by the State of California to perform such work. The ENGINEER reserves the right to verify all survey work done by the CONTRACTOR.
2. The CONTRACTOR shall preserve the initial survey control points for the duration of their usefulness. Monumentation that is subject to disturbance or destruction shall be located and referenced prior to construction and relocated and referenced if necessary after construction, in accordance with the following requirements.

B. Construction Surveys

1. The CONTRACTOR shall provide all reference stakes and form checks necessary for construction and inspection of improvements. All construction staking shall be documented in cut sheets and provided to the ENGINEER. This staking may include but is not limited to: removals, joins, rough grade, slope, utilities, storm drains, sewers, curbs, walks, paving, wall and building stakes; and any other staking necessary for construction and inspection.

C. Reference Or Grade Stakes

1. A reference or grade stake shall be set for each grade change or angle point shown on the plan, standard plan, and shop drawing, in addition to the normal staking interval.

D. Form Checks

1. Forms shall be checked when durable points may be disturbed, removed, or are impractical to be used to verify the design location. The measured location shall be recorded in the survey field notes. All variations from the plan location shall be brought to the attention of the ENGINEER.

E. Staking Intervals And Offset Stake Lines

1. All staking intervals shall be in accordance as directed by the Engineer. Stake lines shall be set at an offset distance from the improvement to ensure proper grade, station, and alignment.

F. Utility Stakes

1. The CONTRACTOR shall provide stakes for all utilities, public or private, that require location or relocation, unless otherwise stated.

G. Additional Survey Work

1. The CONTRACTOR may be required to furnish additional survey work, such as profiles, restakes, Change Orders, etc., at the request of the ENGINEER or the INSPECTOR.

H. Accuracy

1. The CONTRACTOR shall use appropriate surveying methods to obtain the following standards: For fixed works (i.e. cast-in-place concrete; asphalt pavement, pipes and drains; and other items determined by the ENGINEER) the following survey standards shall be used. The absolute horizontal accuracy, in relationship to the Engineer's control, shall be such that the semimajor axis of its 95% error ellipse is ± 0.015 foot or less. The absolute vertical accuracy, in relationship to the Engineer's control, shall be such that its standard deviation is ± 0.015 foot or less. The relative horizontal accuracy of survey points within the Project shall be such that the semimajor axis of its 95% error ellipse is ± 0.015 foot or less. The relative vertical accuracy of survey points within the Project shall be such that its standard deviation is ± 0.015 foot or less.
2. For excavation purposes, the following survey standards shall be used. The absolute horizontal accuracy, in relationship to the Engineer's control, shall be such that the semimajor axis of its 95% error ellipse is ± 0.1 foot or less. The absolute vertical accuracy, in relationship to the Engineer's control, shall be such that its standard deviation is ± 0.1 foot or less. The relative horizontal accuracy of survey points within the Project shall be such that semimajor axis of the 95% error ellipse is ± 0.1 foot or less. The relative vertical accuracy of survey points within the Project shall be such that its standard deviation is ± 0.1 foot or less.

I. Survey/Inspector

1. The CONTRACTOR shall provide to the INSPECTOR those measurements and control points necessary to determine the location and conformance to the plan, line, and grade of the improvements necessary for inspection purposes.

J. Survey Notes

1. The CONTRACTOR shall supply and keep notes on CITY standard format note sheets. The ENGINEER may request copies of, and otherwise review, survey notes at any time during the construction phase of the Project. Upon completion of the Project, the original survey notes shall become the property of the CITY and shall be delivered to the ENGINEER

PART 2 – MONUMENT PRESERVATION GUIDELINES

A. New & Reconstruction Projects

1. Prior to Construction

- a. The public survey records are to be researched for the location of all possible survey monuments within the scope of the project and copies shall be furnished to the survey crew.
- b. The survey crew shall diligently search for all survey monuments of record above or below the surface, within the road right-of-way. It is suggested that this search would include the use of a metal detector. When the detector indicates the possibility of a buried survey monument, then digging below the surface to uncover the monument is required.
- c. The survey crew shall properly reference all found survey monuments, which may be disturbed or covered during construction, to stable surface points.
- d. The authorized surveyor shall properly complete a Corner Record or Record of Survey for the monuments noted in item c, above. Prior to the start of any construction work, the original or a print of the Corner Record or Record of Survey shall be submitted to the County Surveyor for review, signature and filing. A copy shall also be provided to the City prior to the start of construction to provide documentation that the requirement is met.

2. After Construction and Prior to Notice of Completion

- a. All covered and disturbed monuments shall be reset with the same or more durable type of monument as the original, in the surface of the construction. Key monuments shall be a minimum 1” inside diameter iron pipe of appropriate length.
- b. A monument box or other protective structure is recommended to be placed around key monuments (section corners, quarter section corners).
- c. The authorized surveyor shall properly completes a Corner Record or Record of Survey for all set monuments with a change in character, including tag number, and submit it to the County Surveyor for review, signature and filing. A copy shall also be provided to the City prior to the Notice of Completion to provide documentation that the requirement is met.

B. Overlay Projects

1. Prior To Construction

- a. The public survey records are to be researched for the location of all possible survey monuments within the scope of the project and copies shall be furnished to the survey crew.
- b. The survey crew shall diligently search for all survey monuments of record and on the surface of the road. It is suggested the search would include the use of a metal detector. When the detector indicates the possibility of a buried survey monument, then digging below the surface to uncover the monument within 2" of the road surface is recommended.
- c. The survey crew shall properly reference found survey monuments, which may be disturbed or covered during construction, to stable surface points.
- d. The authorized surveyor shall properly complete a Corner Record or Record of Survey for the monuments noted in item 3, above. Prior to the start of any construction work, the original or a print of the Corner Record or Record of Survey shall be submitted to the County Surveyor for review, signature and filing. A copy shall also be provided to the City prior to the start of construction to provide documentation that the requirement is met.

2. After Construction and Prior to Notice of Completion

- a. All covered or disturbed monuments and surface monuments are reset in the new road surface, or a new monument is set in the new road surface above the buried one.
- b. All existing monument boxes will be adjusted to grade or replaced, as appropriate.
- c. A monument box or other protective structure should be placed around key monuments (section corners, quarter section corners).
- d. The authorized surveyor shall properly complete a Corner Record or Record of Survey for all set monuments and existing monuments with a change in character, including tag number and submits it to the County Surveyor for review, signature and filing. A copy shall also be provided to the City prior to the Notice of Completion to provide documentation that the requirement is met.

C. Slurry Seal Projects

1. Prior To Construction

- a. The public survey records are to be researched for the location of all possible survey monuments within the scope of the project and copies furnished to for the survey crew.
- b. All monument boxes shall be located and steps taken to ensure that the survey monuments inside are readily accessible upon completion of the project.
- c. The survey crew shall diligently searches for survey monuments on the surface of the roadway, and identify said monuments recovered in the field to ensure that they will be protected. The survey crew shall inventory the monuments recovered in the field in a manner that allows for their recovery and inspection after construction.

2. After Construction and Prior to Notice of Completion

- a. All monument boxes shall be inspected, and appropriate action taken when needed, to ensure that the survey monuments inside are readily accessible.
- b. The survey crew shall review the inventory of found monuments by field inspection to ensure that all survey monuments are clean and exposed. Those monuments covered after construction is completed shall be uncovered.

D. Monument Tie Preservation

1. Prior To Construction

- a. All existing survey monument ties within the scope of the project shall be researched and identified prior to construction. Surveyor may obtain existing tie sheets from the City as available.
- b. If it is determined that all ties for a survey monument may be disturbed during construction, the Surveyor shall relocate the monument ties prior to construction, within improvements that will not be disturbed, and file the revised tie sheet with the City. A minimum of three tie points should reference each centerline monument, whenever possible

2. After Construction and Prior to Notice of Completion

- a. If it is determined that the result of construction will not disturb all survey monument ties for a specific monument, the Surveyor shall replace all monument ties disturbed during construction per the following guidelines:
 - i. Monument ties shall be placed during the finishing process of the concrete improvements.
 - ii. Monument ties shall be set below the elevation of the adjacent top of curb to provide protection from any future cleaning, maintenance or work around the tie.
 - iii. A minimum of three tie points should reference each centerline monument, whenever possible.

- b. Once the construction is complete, the Surveyor shall prepare a revised tie sheet, and file with the City for all monument ties disturbed during the construction.

END OF SECTION

SECTION 01732 POTHOLING

1.1 THE REQUIREMENT

- A. The CONTRACTOR shall conduct exploratory excavations by potholing to verify or to discover the actual locations and the size of existing underground utilities and improvements. The CONTRACTOR shall take care not to damage existing facilities during potholing operations. Any utility or existing facility (including those located by Underground Service Alert - USA) within 3 feet of any trench or excavation shall be potholed prior to starting the contract work in the vicinity. Potholing shall be done in each given area where excavation work is to occur at least fourteen (14) calendar days in advance of any excavation or construction in that area, to avoid possible delay in the progress of the Work.
- B. Potholing shall consist of excavations at the locations of utilities or other underground facilities indicated on the Drawings, located by USA, or as directed by the ENGINEER. All costs of potholing operations for the utilities indicated on the Drawings shall be included in the CONTRACTOR'S Bid.
- C. If an allowance for "Additional Potholing" has been established and included in the SCHEDULE OF WORK AND PRICES, this allowance shall only be used to reimburse the CONTRACTOR for potholing utilities not shown or otherwise referenced on the drawings, or as directed by the ENGINEER. If the total cost of the Work directed under the Additional Potholing allowance differ from the amount set forth in the SCHEDULE OF WORK AND PRICES, the Contract Price shall be adjusted by a Change Order. The adjustment shall be the difference between the total actual costs and the amount included in the Bid, as an additional amount due to the CONTRACTOR or a credit to the CITY, as appropriate.
- D. In addition to the potholes indicated on the Drawings, or directed by the ENGINEER, the CONTRACTOR may opt to do further potholing deemed necessary at no additional cost to the CITY.
- E. Potholing operations shall conform to all applicable requirements as to sidewall slopes, sheeting and shoring, and all other excavation and trenching provisions specified herein.
- F. Potholes shall be identified and protected in accordance with the Engineer's instructions, the California Manual on Uniform Traffic Control Devices (MUTCD) and Work Area Traffic Control Handbook (WATCH) Standards.
- G. The CONTRACTOR'S proposed method of potholing and schedule for potholing shall be submitted to the ENGINEER for approval, at least thirty (30) days prior to the commencement of operation. Any utilities damaged during potholing shall

be immediately reported to the ENGINEER and INSPECTOR and repairs made immediately in accordance with the specifications.

- H. A complete log of all potholes shall be kept by the CONTRACTOR, showing specific locations and dimensions of trenches. The log shall be verified by the INSPECTOR prior to the backfilling of the potholes. The verified log will be submitted to the ENGINEER and the INSPECTOR within two (2) working days after completion of potholing in each area. Payment for potholing utilities not shown or otherwise referenced on the drawings, or as directed by the ENGINEER will not be made unless these potholes are listed on the verified log.
- I. The CONTRACTOR shall record the coordinates, elevations and dimensions of all utilities and improvements verified or discovered by potholing. The records shall be submitted to the ENGINEER within two (2) working days after the completion of potholing in each area. The records shall also include dates of the potholing operations and any additional discovered information or pertinent data.
- J. Upon completion of potholing in each area, and after verification of the logs by the INSPECTOR, potholes shall be immediately backfilled and compacted in accordance with the specifications, or restored as directed by the ENGINEER.

END OF SECTION

SECTION 01740 DEMOBILIZATION

1.1 THE REQUIREMENT

A. General

Whether Demobilization is included as a Contract Bid Item in the Bid Proposal Form or specified as part of the lump sum in the Contract Documents, the cost of labor, equipment, materials and incidentals for doing all the work in demobilization (upon completion of all contract work and not directly attributable to any specific bid item) shall be included in the Contract Price Breakdown and progress payment estimate. If there is no demobilization bid item the CONTRACTOR shall submit to the INSPECTOR for approval the Contract Price Breakdown with the amount established for demobilization.

Demobilization shall include, but not be limited to, the following items, all as required for the proper performance and completion of the Work:

1. Moving off of the Jobsite all of CONTRACTOR'S plant and equipment as required.
2. Dismantling and removing all temporary buildings and other construction facilities.
3. Dismantling and removing all temporary construction power and wiring.
4. Removing all sanitary facilities from the work site.
5. Remove all waste, debris, and rubbish caused by construction operations within the work area, adjacent properties and public roads.
6. Materials and equipment shall be removed from the site as soon as they are no longer necessary. Before the final inspection, the site shall be cleared of equipment, unused materials and rubbish so as to present a satisfactory clean and neat appearance. All cleanup costs shall be included in the CONTRACTOR'S Bid.
7. Dismantling and removal of all temporary fencing.
8. Provide City with all required As-Built drawings.
9. All required Corner Records have been filed with the County and all copies provided to the City per Section 01722 Surveying.
10. All items noted within the final inspection ("Punchlist") have been completed to the satisfaction of the City.

11. All project photographs as required within Section 01322 Construction Progress Photography have been provided.
12. Notice of Completion (NOC) will not be filed until all work is complete per this Section 01740.

END OF SECTION

TECHNICAL SPECIFICATIONS

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SECTION 02222 PROTECTING EXISTING UNDERGROUND UTILITIES

PART 1 - GENERAL

A. Description

This section includes materials and procedures for protecting existing underground utilities.

B. Related Work Specified Elsewhere

1. General Conditions

PART 2 - MATERIALS

A. Replacement in Kind

Except as indicated below or as specifically authorized by the Owner's Representative, reconstruct utilities with new material of the same size, type, and quality as that removed.

B. Vitrified Clay Sewer Pipe and Couplings

For sewer pipe 8 inches in diameter or under, replacement shall consist of plain-end pipe conforming to ASTM C 700. Compression couplings shall conform to ASTM C 594, band seal couplings or equal. Use at least two lengths of pipe in crossing the trench section as shown on the details in the drawings.

PART 3 - EXECUTION

A. General

1. Replace in kind street improvements, such as curbs and gutters, barricades, traffic islands, signalization, fences, signs, etc., that are cut, removed, damaged, or otherwise disturbed by the construction.
2. Where utilities are parallel to or cross the construction but do not conflict with the permanent work to be constructed, follow the procedures given below and as indicated in the drawings. Notify the utility owner 48 hours in advance of the crossing construction and coordinate the construction schedule with the utility owner's requirements. For utility crossings not shown in the drawings, refer to the General Conditions and the instructions of the Owner's Representative for guidance.

3. Determine the true location and depth of utilities and service connections which may be affected by or affect the work. Determine the type, material, and condition of these utilities. In order to provide sufficient lead time to resolve unforeseen conflicts, order materials and take appropriate measures to ensure that there is no delay in work.
4. Expose utilities 1,300 feet in advance of the pipeline construction.

B. Procedures

1. **Protect in Place:** Protect utilities in place, unless abandoned, and maintain the utility in service, unless otherwise specified in the drawings or in the specifications.
2. **Cut and Plug Ends:** Cut abandoned utility lines and plug the ends. Plug storm drains and sewers with an 8-inch wall of brick and mortar. Cap waterlines with a cast-iron cap or install a 3-foot-long concrete plug. Dispose of the cut pipe as unsuitable material.
3. **Remove and Reconstruct:** Where so indicated in the drawings or as required by the Owner's Representative, remove the utility and, after passage, reconstruct it with new materials. Provide temporary service for the disconnected utility.

C. Compaction

1. **Utilities Protected in Place:** Backfill and compact under and around the utility so that no voids are left.
2. **Utilities Reconstructed:** Prior to replacement of the utility, backfill the trench and compact to an elevation 1 foot above the top of the ends of the utility. Excavate a cross trench of the proper width for the utility and lay, backfill, and compact.
3. **Alternative Construction--Sand Slurry:** Sand slurry consisting of one sack (94 pounds) of portland cement per cubic yard of sand and sufficient moisture for workability may be substituted for other backfill materials to aid in reducing compaction difficulties. Submit specific methods and procedures for the review of the Owner's Representative prior to construction.
4. The protection of the utility during construction.

D. Thrust Blocks on Waterlines

Note that restrained joints is the required method of controlling thrust restraint on this project except where shown on the plans or as approved otherwise by the City of Redlands.

1. The Contractor's attention is called to thrust blocks delineated in the drawings for waterlines throughout the project whose thrust is in the direction of the new excavation and, therefore, may be affected by the construction. These waterlines are

owned and operated by the Owner. Protect thrust blocks in place or shore to resist the thrust by a means approved by the Owner and reconstruct. If the thrust blocks are exposed or rendered to be ineffective in the opinion of the Owner's Representative, reconstruct them to bear against firm unexcavated or backfill material.

2. Provide firm support by backfilling that portion of the trench for a distance of 2 feet on each side of the thrust block to be reconstructed from the pipe bedding to the pavement subgrade, with either:
 - a. Sand-cement slurry (94 pounds of cement per cubic yard).
 - b. The native material compacted to a relative compaction of 95%.
3. Then excavate the backfill material for construction of the thrust block.
4. Test compaction of the backfill material before pouring any concrete thrust block. Use Class 560-C-3250 concrete for reconstruction.

E. Adjacent Parallel Utilities

1. The Contractor's attention is called to utilities throughout the project that are parallel to the proposed utility.
2. The position of these utilities is just outside the new construction. Protect these utilities from any disturbances and repair the lines and associated vaults and appurtenances if they are damaged in any way. All costs incurred for protection of these lines or any costs incurred due to the presence of the lines, whether or not they lie within the new construction, shall be borne in full by the Contractor.

END OF SECTION

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SECTION 09900 METAL SURFACE PAINTING AND COATING

PART 1 - GENERAL

A. Description

This section includes materials and application of painting and coating systems for the following surfaces:

1. Submerged metal.
2. Exposed metal.
3. Buried metal.

For coating specifications pertaining to welded steel reservoirs, see Section 09902, Welded Steel Tank Coating.

B. Submittals

1. Submit shop drawings in accordance with the Section 01330.
2. Submit manufacturer's data sheets showing the following information:
 - a. Percent solids by volume.
 - b. Minimum and maximum recommended dry-film thickness per coat for prime, intermediate, and finish coats.
 - c. Recommended surface preparation.
 - d. Recommended thinners.
 - e. Statement verifying that the specified prime coat is recommended by the manufacturer for use with the specified intermediate and finish coats.
 - f. Application instructions including recommended equipment and temperature limitations.
 - g. Curing requirements and instructions.
3. Submit color swatches.
4. Submit certificate identifying the type and gradation of abrasives used for surface preparation.
5. Submit material safety data sheets for each coating.

PART 2 - MATERIALS

A. Painting and Coating Systems

The following index lists the various painting and coating systems by service and generic type:

PAINT COATINGS SYSTEM INDEX

<u>No.</u>	<u>Title</u>	<u>Generic Coating</u>
<u>Submerged Metal Coating Systems</u>		
7.	Submerged Metal, Potable or Nonpotable Water	Epoxy
<u>Exposed Metal Coating Systems</u>		
10.	Exposed Metal, Corrosive Environment	High-build epoxy (two-coat system) with polyurethane topcoat
<u>Buried Metal Coating Systems</u>		
21.	Buried Metal	Epoxy
24.	Buried Metal	Corrosion-resisting grease
<u>Coating Systems for Non Ferrous Metals</u>		
54.	Aluminum Insulation from Concrete and Carbon Steel	Epoxy

These systems are specified in detail in the following paragraphs. For each coating, the required surface preparation, prime coat, intermediate coat (if required), topcoat, and coating thicknesses are described. Mil thicknesses shown are minimum dry-film thicknesses.

B. Submerged Metal Coating Systems

1. System No. 7--Submerged Metal, Potable or Nonpotable Water:

Type: Epoxy.

Service Conditions: For use with structures, valves, piping, or equipment immersed in potable or nonpotable water.

Surface Preparation: SSPC SP-10.

Coating System: Apply the manufacturer's recommended number of coats to attain the specified minimum coating thickness. Products: Devoe Bar-Rust 233H, Tnemec Series N140, Sherwin-Williams Tank Clad HS B62-80, Carboline Super Hi-Gard 891, Ameron 395, International Interline 785HS, Wisconsin Protective Coating Corp. Plasite 7133 or 9133, Keysite 740, Scotchkote 306, Engard 460 HS, or equal; 16 mils total. Color of topcoat: white.

C. Exposed Metal Coating Systems

1. System No. 10--Exposed Metal, Corrosive Environment:

Type: High-build epoxy finish coat having a minimum volume solids of 60%, with an inorganic zinc prime coat.

Service Conditions: For use with metal structures or pipes subjected to water condensation; chemical fumes, such as hydrogen sulfide; salt spray; and chemical contact.

Surface Preparation: SSPC SP-10.

Prime Coat: Self-curing, two-component inorganic zinc-rich coating recommended by the manufacturer for overcoating with a high-build epoxy finish coat. Minimum zinc content shall be 12 pounds per gallon. Apply to a thickness of 3 mils. Products: Tnemec 90-96, Devoe Catha-Coat 304 or 304V, International Interzinc 180HS, Ameron 9HS, Engard 519, Carboline 11 HS, Sherwin-Williams Zinc-Clad II Plus, or equal.

Finish Coat: Tnemec 104, ICI Devoe Devran 224 HS, International Interguard 760HS, Ameron 385, Engard 460 HS, Carboline 888 or 890, Sherwin-Williams Macropoxy 646 B58-600, or equal; 5 mils.

D. Buried Metal Coating Systems

1. System No. 21--Buried Metal:

Type: High solids epoxy or phenolic epoxy having a minimum volume solids of 80% (ASTM D 2697).

Service Conditions: Buried metal, such as valves, flanges, bolts, nuts, structural steel, and fittings.

Surface Preparation: SSPC SP-10.

Coating System: Apply three or more coats of Ameron 400, Tnemec 104 HS, Engard 480 HS, ICI Devoe Bar-Rust 233H, Carboline 890LT, Sherwin-Williams

Tank Clad HS B62-80 series, or equal; 30 mils total. Maximum thickness of an individual coating shall not exceed the manufacturer's recommendation.

2. System No. 24--Buried Metal:

Type: Corrosion-resisting grease.

Service Conditions: Buried metal, such as bolts, bolt threads, tie rods, and nuts.

Surface Preparation: SSPC SP-3 or SP-6.

Coating: NO-OX-ID GG-2 as manufactured by Sanchem, Inc. Apply to a minimum thickness of 1/4 inch.

E. Coating Systems for Non Ferrous Metals

1. System No. 54--Aluminum Insulation from Concrete and Carbon Steel:

Type: High solids epoxy or phenolic epoxy having a minimum volume solids of 80% (ASTM D 2697).

Service Conditions: Coat areas of aluminum grating, stairs, structural members or aluminum fabrications, in contact with concrete or carbon steel with this system.

Surface Preparation: Solvent or steam cleaning per SSPC SP-1; do not use alkali cleaning. Then dust blast.

Coating System: Apply three or more coats of Ameron 400, Tnemec 100, ICI Devoe Bar-Rust 233H, Sherwin-Williams Macropoxy B58-600, or equal; 30 mils total. Maximum thickness of an individual coating shall not exceed the manufacturer's recommendation.

F. Abrasives for Surface Preparation

1. Abrasives used for preparation of ferrous (excluding stainless steel) surfaces shall be one of the following:

- a. 16 to 30 or 16 to 40 mesh silica sand or mineral grit.
- b. 20 to 40 mesh garnet.
- c. Crushed iron slag, 100% retained on No. 80 mesh.
- d. SAE Grade G-40 or G-50 iron or steel grit.

PART 3 - EXECUTION

A. Weather Conditions

1. Do not paint in the rain, wind, snow, mist, and fog or when steel or metal surface temperatures are less than 5°F above the dew point.
2. Do not apply paint when the relative humidity is above 85%.
3. Do not paint when temperature of metal to be painted is above 120°F.
4. Do not apply alkyd, inorganic zinc, silicone aluminum, or silicone acrylic paints if air or surface temperature is below 40°F or expected to be below 40°F within 24 hours.
5. Do not apply epoxy, acrylic latex, and polyurethane paints on an exterior or interior surface if air or surface temperature is below 60°F or expected to drop below 60°F in 24 hours.

B. Surface Preparation Procedures

1. Remove oil and grease from metal surfaces in accordance with SSPC SP-1. Use clean cloths and cleaning solvents and wipe dry with clean cloths. Do not leave a film or greasy residue on the cleaned surfaces before abrasive blasting.
2. Do not abrasive blast or prepare more surface area in one day than can be coated in one day; prepare surfaces and apply coatings the same day. Remove sharp edges, burrs, and weld spatter.
3. For carbon steel, do not touch the surface between the time of abrasive blasting and the time the coating is applied. Apply coatings within two hours of blasting or before any rust bloom forms.
4. Surface preparation shall conform with the SSPC specifications as follows:

Solvent Cleaning	SP-1
Hand Tool Cleaning	SP-2
Power Tool Cleaning	SP-3
White Metal Blast Cleaning	SP-5
Commercial Blast Cleaning	SP-6
Brush-Off Blast Cleaning	SP-7
Pickling	SP-8
Near-White Blast Cleaning	SP-10
Power Tool Cleaning to Bare Metal	SP-11
Surface Preparation and Cleaning of Steel and Other Hard Materials by High- and Ultrahigh-Pressure Water Jetting Prior to Recoating	SP-12
Surface Preparation of Concrete	SP-13

5. Wherever the words “solvent cleaning,” “hand tool cleaning,” “wire brushing,” or “blast cleaning” or similar words are used in these specifications or in paint manufacturer’s specifications, they shall be understood to refer to the applicable SSPC (Steel Structure Painting Council), surface preparation specifications listed above.
6. For carbon steel surfaces, after abrasive blast cleaning, the height of the surface profile shall be 2 to 3 mils. If this cannot be achieved with the surface preparation named in the painting system, SSPC SP-5 may be required. Verify the surface profile by measuring with an impresser tape acceptable to the Owner’s Representative. Perform a minimum of one test per 100 square feet of surface area. Testing shall be witnessed by the Owner’s Representative. The impresser tape used in the test shall be permanently marked with the date, time, and locations where the test was made. Test results shall be promptly presented to the Owner’s Representative.
7. Do not apply any part of a coating system before the Owner’s Representative has reviewed the surface preparation. If coating has been applied without this review, if directed by the Owner’s Representative, remove the applied coating by abrasive blasting and reapply the coat in accordance with this specification.

C. Abrasive Blast Cleaning

1. Use dry abrasive blast cleaning for metal surfaces. Do not use abrasives in automatic equipment that have become contaminated. When shop or field blast cleaning with handheld nozzles, do not recycle or reuse blast particles.
2. After blast cleaning and prior to application of coating, dry clean surfaces to be coated by dusting, sweeping, and vacuuming to remove residue from blasting. Apply the specified primer or touch-up coating within the period of an eight-hour

working day. Do not apply coating over damp or moist surfaces. Reclean prior to application of primer or touch-up coating any blast cleaned surface not coated within said eight-hour period.

3. Keep the area of the work in a clean condition and do not permit blasting particles to accumulate and constitute a nuisance or hazard.
4. During sandblast cleaning, prevent damage to adjacent coatings. Schedule blast cleaning and coating such that dust, dirt, blast particles, old coatings, rust, mill scale, etc., will not damage or fall upon wet or newly coated surfaces.

D. Procedures for Items Having Shop-Applied Prime Coats

1. After application of primer to surfaces, allow coating to cure for a minimum of two hours before handling to minimize damage.
2. When loading for shipment to the project site, use spacers and other protective devices to separate items to prevent damaging the shop-primed surfaces during transit and unloading. If wood spacers are used, remove wood splinters and particles from the shop-primed surfaces after separation. Use padded chains or ribbon binders to secure the loaded items and minimize damage to the shop-primed surfaces.
3. Cover shop-primed items 100% with protective coverings or tarpaulins to prevent deposition of road salts, fuel residue, and other contaminants in transit.
4. Handle shop-primed items with care during unloading, installation, and erection operations to minimize damage. Do not place or store shop-primed items on the ground or on top of other work unless ground or work is covered with a protective covering or tarpaulin. Place shop-primed items above the ground upon platforms, skids, or other supports.

E. Field Touch-Up of Shop-Applied Prime Coats

1. Remove oil and grease surface contaminants on metal surfaces in accordance with SSPC SP-1. Use clean rags wetted with a degreasing solution, rinse with clean water, and wipe dry.
2. Remove dust, dirt, salts, moisture, chalking primers, or other surface contaminants that will affect the adhesion or durability of the coating system. Use a high-pressure water blaster or scrub surfaces with a broom or brush wetted with a solution of trisodium phosphate, detergent, and water. Before applying intermediate or finish coats to inorganic zinc primers, remove any soluble zinc salts that have formed by means of scrubbing with a stiff bristle brush. Rinse scrubbed surfaces with clean water.
3. Remove loose or peeling primer and other surface contaminants not easily removed by the previous cleaning methods in accordance with SSPC SP-7. Take care that remaining primers are not damaged by the blast cleaning operation. Remaining

primers shall be firmly bonded to the steel surfaces with blast cleaned edges feathered.

4. Remove rust, scaling, or primer damaged by welding or during shipment, storage, and erection in accordance with SSPC SP-10. Take care that remaining primers are not damaged by the blast cleaning operation. Areas smaller than 1 square inch may be prepared per SSPC SP-11. Remaining primers shall be firmly bonded to the steel surfaces with cleaned edges feathered.
5. Use repair procedures on damaged primer that protects adjacent primer. Blast cleaning may require the use of lower air pressure, smaller nozzles, and abrasive particle sizes, short blast nozzle distance from surface, shielding, and/or masking.
6. After abrasive blast cleaning of damaged and defective areas, remove dust, blast particles, and other debris by dusting, sweeping, and vacuuming; then apply the specified touch-up coating.
7. Surfaces that are shop primed with inorganic zinc primers shall receive a field touch-up of organic zinc primer per System No. 18 to cover scratches or abraded areas.
8. Surfaces that are shop primed shall receive a field touch-up of the same primer used in the original prime coat.

F. Painting Systems

1. All materials of a specified painting system, including primer, intermediate, and finish coats, shall be produced by the same manufacturer. Thinners, cleaners, driers, and other additives shall be as recommended by the paint manufacturer for the particular coating system.
2. Deliver paints to the jobsite in the original, unopened containers.

G. Paint Storage and Mixing

1. Store and mix materials only in areas designated for that purpose by the Owner's Representative. The area shall be well-ventilated, with precautionary measures taken to prevent fire hazards. Post "No Smoking" signs. Storage and mixing areas shall be clean and free of rags, waste, and scrapings. Tightly close containers after each use. Store paint at an ambient temperature from 50°F to 100°F.
2. Prepare multiple-component coatings using all of the contents of the container for each component as packaged by the paint manufacturer. Do not use partial batches. Do not use multiple-component coatings that have been mixed beyond their pot life. Provide small quantity kits for touch-up painting and for painting other small areas. Mix only the components specified and furnished by the paint manufacturer. Do not intermix additional components for reasons of color or otherwise, even within the same generic type of coating.

H. Procedures for the Application of Coatings

1. Conform to the requirements of SSPC PA-1. Follow the recommendations of the coating manufacturer including the selection of spray equipment, brushes, rollers, cleaners, thinners, mixing, drying time, temperature and humidity of application, and safety precautions.
2. Stir, strain, and keep coating materials at a uniform consistency during application. Power mix components. For multiple component materials, premix each component before combining. Apply each coating evenly, free of brush marks, sags, runs, and other evidence of poor workmanship. Use a different shade or tint on succeeding coating applications to indicate coverage where possible. Finished surfaces shall be free from defects or blemishes.
3. Do not use thinners unless recommended by the coating manufacturer. If thinning is allowed, do not exceed the maximum allowable amount of thinner per gallon of coating material. Stir coating materials at all times when adding thinner. Do not flood the coating material surface with thinner prior to mixing. Do not reduce coating materials more than is absolutely necessary to obtain the proper application characteristics and to obtain the specified dry-film thicknesses.
4. Remove dust, blast particles, and other debris from blast cleaned surfaces by dusting, sweeping, and vacuuming. Allow ventilator fans to clean airborne dust to provide good visibility of working area prior to coating applications. Remove dust from coated surfaces by dusting, sweeping, and vacuuming prior to applying succeeding coats.
5. Apply coating systems to the specified minimum dry-film thicknesses as measured from above the peaks of the surface profile.
6. Apply primer immediately after blast cleaning and before any surface rusting occurs, or any dust, dirt, or any foreign matter has accumulated. Reclean surfaces by blast cleaning that have surface colored or become moist prior to coating application.
7. Apply a brush coat of primer on welds, sharp edges, nuts, bolts, and irregular surfaces prior to the application of the primer and finish coat. Apply the brush coat prior to and in conjunction with the spray coat application. Apply the spray coat over the brush coat.
8. Before applying subsequent coats, allow the primer and intermediate coats to dry for the minimum curing time recommended by the manufacturer. In no case shall the time between coats exceed the manufacturer's recommendation.
9. Each coat shall cover the surface of the preceding coat completely, and there shall be a visually perceptible difference in applied shade or tint of colors.

10. Applied coating systems shall be cured at 75°F or higher for 48 hours. If temperature is lower than 75°F, curing time shall be in accordance with printed recommendations of the manufacturer, unless otherwise allowed by the Owner's Representative.
11. Assembled parts shall be disassembled sufficiently before painting or coating to ensure complete coverage by the required coating.

I. Surfaces Not To Be Coated

Do not paint the following surfaces unless otherwise noted in the drawings or in other specification sections. Protect during the painting of adjacent areas:

1. Concrete walkways.
2. Mortar-coated pipe and fittings.
3. Stainless steel.
4. Metal letters.
5. Glass.
6. Roofings.
7. Fencing.
8. Copper tubing, red brass piping, and PVC piping except where such piping occurs in rooms where the walls are painted, or required for color coding.
9. Electrical fixtures except for factory coatings.
10. Nameplates.
11. Grease fittings.
12. Brass and copper, submerged.
13. Buried pipe, unless specifically required in the piping specifications.
14. Fiberglass items, unless specifically required in the FRP specifications.
15. Aluminum handrail, stairs, and grating.

J. Protection of Surfaces Not To Be Painted

Remove, mask, or otherwise protect hardware, lighting fixtures, switchplates, aluminum surfaces, machined surfaces, couplings, shafts, bearings, nameplates on machinery, and other surfaces not intended to be painted. Provide drop cloths to prevent paint materials

from falling on or marring adjacent surfaces. Protect working parts of mechanical and electrical equipment from damage during surface preparation and painting process. Mask openings in motors to prevent paint and other materials from entering the motors.

K. Surfaces To Be Coated

The exact coating to be applied in any location is not designated by the descriptive phrases in the coating system titles such as “corrosive environment,” “buried metal,” or “submerged metal.” Coat surfaces with the specific coating systems as described below:

1. Coat aboveground and exposed piping or piping in vaults and structures as described in the various piping specifications. Color of finish coat shall be as selected by the Owner.
2. Coat valves as described in the various valve specifications.
3. Coat buried flanges, nuts and bolts, valves, flexible pipe couplings, exposed rebar in thrust blocks, and valve boxes per System No. 21. Coat buried bolt threads, tie bolt threads, and nuts per System No. 24.

L. Dry-Film Thickness Testing

1. Measure coating thickness specified for metal surfaces with a magnetic-type dry-film thickness gauge. Provide certification that the gauge has been calibrated by a certified laboratory within the past six months. Provide dry-film thickness gauge as manufactured by Mikrotest or Elcometer.
2. Test the finish coat of metal surfaces (except zinc primer and galvanizing) for holidays and discontinuities with an electrical holiday detector, low-voltage, wet-sponge type. Provide measuring equipment. Provide certification that the gauge has been calibrated by a certified laboratory within the past six months. Provide detector as manufactured by Tinker and Razor or K-D Bird Dog.
3. For metal surfaces, make five separate spot measurements (average of three readings) spaced evenly over each 100 square feet of area (or fraction thereof) to be measured. Make three readings for each spot measurement of either the substrate or the paint. Move the probe or detector a distance of 1 to 3 inches for each new gauge reading. Discard any unusually high or low reading that cannot be repeated consistently. Take the average (mean) of the three readings as the spot measurement. The average of five spot measurements for each such 100 square foot area shall not be less than the specified thickness. No single spot measurement in any 100 square foot area shall be less than 80%, nor more than 120%, of the specified thickness. One of three readings which are averaged to produce each spot measurement may underrun by a greater amount.
4. Perform tests in the presence of the Owner’s Representative.

M. Repair of Improperly Coated Surfaces

If the item has an improper finish color or insufficient film thickness, clean and topcoat the surface with the specified paint material to obtain the specified color and coverage. Sandblast or power-sand visible areas of chipped, peeled, or abraded paint, feathering the edges. Then prime and finish coat in accordance with the specifications. Work shall be free of runs, bridges, shiners, laps, or other imperfections.

N. Cleaning

1. During the progress of the work, remove discarded materials, rubbish, cans, and rags at the end of each day's work.
2. Thoroughly clean brushes and other application equipment at the end of each period of use and when changing to another paint or color.
3. Upon completion of painting work, remove masking tape, tarps, and other protective materials, using care not to damage finished surfaces.

END OF SECTION

SECTION 15050 GENERAL PIPING REQUIREMENTS

PART 1 - GENERAL

A. Description

This section describes the general requirements for selecting piping materials; selecting the associated bolts, nuts, and gaskets for flanges for the various piping services in the project; and miscellaneous piping items.

B. Submittals

1. Submit shop drawings in accordance with Section 01330.
2. Submit affidavit of compliance with referenced standards (e.g., AWWA, ANSI, ASTM, etc.).
3. Submit certified copies of mill test reports for bolts and nuts, including coatings if specified. Provide recertification by an independent domestic testing laboratory for materials originating outside of the United States.
4. Submit manufacturer's data sheet for gaskets supplied showing dimensions and bolting recommendations.
5. Submit manufacturer's data sheet for insulating unions, showing recommended installation procedures.

C. Definitions of Buried and Exposed Piping

1. Buried piping is piping buried in the soil, commencing at the wall or beneath the slab of a structure. Where a coating is specified, provide the coating up to the structure wall. Piping encased in concrete is considered to be buried. Do not coat encased pipe.
2. Exposed piping is piping in any of the following conditions or locations:
 - a. Above ground.
 - b. Inside buildings, vaults, or other structures.
 - c. In underground concrete trenches or galleries.

PART 2 - MATERIALS

A. Materials Selection and Alternative Materials

1. The drawings may show alternative piping materials for certain services. In such cases, the same pipe material shall be used for all pipe sizes in all locations for the given piping service. Do not intermix piping materials.

B. Thread Forming for Stainless Steel Bolts

Form threads by means of rolling, not cutting or grinding.

C. Bolts and Nuts for Flanges for Steel and Ductile Iron Piping

1. Bolts and nuts for buried or submerged Class 150 flanges shall conform to ASTM A307 Grade B.
2. Not used
3. Bolts and nuts used in flange insulation kits shall conform to ASTM A307 Grade B.
4. Provide washers for each nut. Washers shall be of the same material as the nuts.

D. Lubricant for Stainless Steel Bolts and Nuts

Not used

E. Gaskets for Flanges for Steel and Ductile-Iron Piping and Fittings in Water Service

Gaskets shall be ring type, 1/8-inch thick, non-asbestos, aramid fibers with nitrile binder. Gaskets shall have "nominal" pipe size inside diameters not the inside diameters per ANSI B16.21. Products: Garlock Blue-Gard 3000, Tripac #5000 or equal.

PART 3 - EXECUTION

A. Installing Flanged Piping

1. Set pipe with the flange bolt holes straddling the pipe horizontal and vertical centerline. Install pipe without springing, forcing, or stressing the pipe or any adjacent connecting valves or equipment. Before bolting up, align flange faces to the design plane within 1/16 inch per foot measured across any diameter. Align flange boltholes within 1/8-inch maximum offset.
2. Clean flanges by wire brushing before installing flanged fittings. Clean flange bolts and nuts by wire brushing, lubricate carbon steel bolts with oil and graphite, and tighten nuts uniformly and progressively.

3. Bolt lengths shall extend completely through their nuts. Any which fail to do so shall be considered acceptably engaged if the lack of complete engagement is not more than one thread.
4. Do not use more than one gasket between contact faces in assembling a flanged joint.
5. If flanges leak under pressure testing, loosen or remove the nuts and bolts, reset or replace the gasket, reinstall or retighten the bolts and nuts, and retest the joints. Joints shall be watertight.

END OF SECTION

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SECTION 15100 MANUAL, CHECK, PRESSURE REDUCING, AND PROCESS VALVES

PART 1 - GENERAL

A. Description

This section includes materials, testing, and installation of manually operated valves, check valves, pressure reducing, and process valves including gate and butterfly valves.

B. Related Work Specified Elsewhere

1. Painting and Coating: 09900.
2. General Piping Requirements: 15050.
3. Air-Release and Vacuum-Relief Valves: 15108.
4. Pressure Testing of Piping: 15144.

C. Submittals

1. Submit shop drawings in accordance with Section 01330.
2. Submit manufacturer's catalog data and detail construction sheets showing all valve parts. Describe each part by material of construction, specification (such as AISI, ASTM, SAE, or CDA), and grade or type.
3. Show valve dimensions including laying lengths. Show port sizes. Show dimensions and orientation of valve actuators, as installed on the valves. Show location of internal stops for gear actuators. State differential pressure and fluid velocity used to size actuators. For worm gear actuators, state the radius of the gear sector in contact with the worm and state the handwheel diameter.
4. Show valve linings and coatings. Submit manufacturer's catalog data and descriptive literature.
5. Submit copies of a report verifying that the valve interior linings and exterior coatings have been tested for holidays and lining thickness. Describe test results and repair procedures for each valve. Do not ship valves to project site until the reports have been returned by the Owner's Representative as approved.
6. For butterfly valves, show the clear diameter or size of the port. Show the actual area of the port as a percentage of the area as calculated for the nominal valve size.

PART 2 - MATERIALS

A. General

1. Install valves complete with operating handwheels or levers, chainwheels, extension stems, floor stands, gear actuators, operating nuts, chains, and wrenches required for operation.
2. Valves shall have the name of the manufacturer and the size of the valve cast or molded onto the valve body or bonnet or shown on a permanently attached plate.
3. For buried locations, valves with mechanical joint ends may be substituted for the flanged ends specified provided the mechanical joint ends are compatible with the pipe ends.

B. Valve Actuators

1. Provide 2-inch AWWA operating nuts for buried and submerged valves.
2. Provide enclosed gear actuators on butterfly, ball, and plug valves 8 inches and larger, unless electric valve actuators are shown in the drawings. Gear actuators for valves 8 inches through 20 inches shall be of the worm and gear, or of the traveling nut type.
3. Provide gear actuators on gate valves 14 inches and larger, unless electric valve actuators are shown in the drawings. Gear actuators shall be of the bevel or spur gear type. Provide grease case. Gearing shall comply with AWWA C500.
4. Design gear actuators assuming that the differential pressure across the plug or disc is equal to the pressure rating of the valve and assuming a line fluid temperature range of 50°F to 100°F unless otherwise required in the detailed valve specifications.
5. Gear actuators shall be enclosed, oil lubricated, with seals provided on shafts to prevent entry of dirt and water into the actuator. Gear actuators for valves located above ground or in vaults and structures shall have handwheels. The actuators for valves in exposed service shall contain a dial indicating the position of the valve disc or plug. Gear actuators for buried or submerged valves shall have 2-inch-square AWWA operating nuts.
6. For buried or submerged service, provide watertight shaft seals and watertight valve and actuator cover gaskets. Provide totally enclosed actuators designed for buried or submerged service.
7. Traveling nut and worm and gear actuators shall be of the totally enclosed design so proportioned as to permit operation of the valve under full differential pressure rating of the valve with a maximum pull of 80 pounds on the handwheel or crank.

Provide stop limiting devices in the actuators in the open and closed positions. Actuators shall be of the self-locking type to prevent the disc or plug from creeping. Design actuator components between the input and the stop-limiting devices to withstand without damage a pull of 200 pounds for handwheel or chainwheel actuators and an input torque of 300 foot-pounds for operating nuts when operating against the stops.

8. Handwheel diameters for traveling nut actuators shall not exceed 8 inches for valves 12 inches and smaller and shall not exceed 12 inches for valves 20 inches and smaller.
9. Self-locking worm gear shall be a one-piece design of gear bronze material (ASTM B 427; or ASTM B 584, Alloy C86200), accurately machine cut. Actuators for eccentric and lubricated plug valves may use ductile-iron gears provided the gearing is totally enclosed with spring-loaded rubber lip seals on the shafts. The worm shall be hardened alloy steel (ASTM A 322, Grade G41500 or G41400; or ASTM A 148, Grade 105-85), with thread ground and polished. Support worm gear shaft at each end by ball or tapered roller bearings. The reduction gearing shall run in a proper lubricant. The handwheel diameter shall be no more than twice the radius of the gear sector in contact with the worm. Worm gear actuators shall be Limitorque Model HBC, EIM Series W, or equal.
10. Design actuators on buried valves to produce the required torque on the operating nut with a maximum input of 150 foot-pounds.
11. Valve actuators, handwheels, or levers shall open by turning counterclockwise.

C. Cast-Iron Valve Boxes for Buried Valves

1. Valve cans shall be slip can type, 8" diameter with extension as manufactured by R.K. Industries, 20 GA. Galvanized steel, or approved equal. Cast iron gate cap to be manufactured by Dayton Foundry, or approved equal, and shall be marked "Water". For detail see drawing A-20514, which is included in the Appendix.
2. Coat buried cast-iron pieces per Section 09900, System No. 21.

D. Extension Stems for Buried and Submerged Valve Actuators

1. Where the depth of the valve is such that its centerline is more than 4 feet below grade, provide operating extension stems to bring the operating nut to a point 6 inches below the surface of the ground and/or box cover. Where the valve is submerged, provide operating extension stems to bring the operating nut to 6 inches above the water surface. Extension stems shall be steel, solid core, and shall be complete with 2-inch-square operating nut. The connections of the extension stems to the operating nuts and to the valves shall withstand without damage a pull of 300 foot-pounds.
2. Extension stem diameters shall be as tabulated below:

Valve Size (inches)	Minimum Extension Stem Diameter (inches)
6	1
8	1-1/8
10, 12	1-1/4
14	1-3/8
16, 18	1-1/2

E. Bolts and Nuts for Flanged Valves

Bolts and nuts for flanged valves shall be as described in Section 15050.

F. Gaskets for Flanges

Gaskets for flanged end valves shall be as described in Section 15050.

G. Painting and Coating

1. Coat metal valves located above ground or in vaults and structures the same as the adjacent piping.
2. Coat buried metal valves at the place of manufacture per Section 09900, System No. 21.
3. Coat submerged metal valves, stem guides, extension stems, and bonnets at the place of manufacture per Section 09900, System No. 7.
4. Line the interior metal parts of metal valves 4 inches and larger, excluding seating areas and bronze and stainless steel pieces, per Section 09900, System No. 7. Apply lining at the place of manufacture.
5. Test the valve interior linings and exterior coatings at the factory with a low-voltage (22.5 to 80 volts, with approximately 80,000-ohm resistance) holiday detector, using a sponge saturated with a 0.5% sodium chloride solution. The lining shall be holiday free.
6. Measure the thickness of the valve interior linings per Section 09900. Repair areas having insufficient film thickness per Section 09900.

H. Packing, O-Rings, and Gaskets

Unless otherwise stated in the detailed valve specifications, packing, O-rings, and gaskets shall be one of the following nonasbestos materials:

1. Teflon.
2. Kevlar aramid fiber.
3. Acrylic or aramid fiber bound by nitrile. Products: Garlock "Bluegard," Klinger "Klingersil C4400," or equal.
4. Buna-N (nitrile).

I. Rubber Seats

Rubber seats shall be made of a rubber compound that is resistant to free chlorine and monochloramine concentrations up to 10 mg/l in the fluid conveyed.

J. Valves

1. Gate Valves:

a. Not Used

b. Ductile-Iron Resilient Wedge Gate Valves 4 Inches Through 36 Inches (AWWA C515):

Valves shall comply with AWWA C515 and the following. Valves shall be of the bolted-bonnet type with nonrising stems. Valve stems shall be Type 304 or 316 stainless steel or cast, forged, or rolled bronze. Provide operating nut for buried valves. Provide handwheel for exposed valves. Stem nuts shall be made of solid bronze. Bronze for internal working parts, including stems, shall not contain more than 2% aluminum nor more than 7% zinc. Bronze shall conform to ASTM B 62 or ASTM B 584 (Alloy C83600), except the stem bronze shall have a minimum tensile strength of 60,000 psi, a minimum yield strength of 30,000 psi, and a minimum of 10% elongation in 2 inches (ASTM B 584 or B 763, Alloy C87600 or C99500). Body bolts shall be 316 stainless steel. End connections for exposed valves shall be flanged. End connections for buried valves shall be mechanical joint or push-on type.

Provide reduction thrust bearings above the stem collar. Stuffing boxes shall be O-ring seal type with two rings located in stem above thrust collar. Each valve shall have a smooth unobstructed waterway free from any sediment pockets.

Valves shall be lined and coated at the place of manufacture with either fusion-bonded epoxy or heat-cured liquid epoxy. Minimum epoxy thickness shall be 8 mils.

Manufacturers: Clow, Mueller, American Flow Control, Waterous, Kennedy, or equal.

2. Butterfly Valves:

a. Thrust Bearings for Butterfly Valves:

Provide thrust bearings to hold the valve disc in the center of the valve seat. No bearings shall be mounted inside the valve body within the waterway. Do not use thrust bearings in which a metal bearing surface on the disc rubs in contact with an opposing metal surface on the inside of the body.

b. Bronze Components in Butterfly Valves:

Bronze components in contact with water shall comply with the following requirements:

Constituent	Content
Zinc	7% maximum
Aluminum	2% maximum
Lead	8% maximum
Copper + Nickel + Silicon	83% minimum

c. Actuator Sizing for Butterfly Valves:

Actuators shall be sized to produce valve shaft output torques equivalent to at least 75% of the torsional shear stress of the minimum required shaft diameters.

d. Port Sizes for Butterfly Valves:

For valves 24 inches and smaller, the actual port diameter shall be at least 93% of the nominal valve size. For valves larger than 24 inches, the port diameter shall not be more than 1.25 inches smaller than the nominal valve size. The dimension of the port diameter shall be the clear waterway diameter plus the thickness of the rubber seat.

e. Corrosion-Resistant Materials in Butterfly Valves:

Where AWWA C504 requires “corrosion resistant” material, such material shall be one of the following:

- (1) Bronze as described above.
- (2) Type 304 or 316 stainless steel.
- (3) Monel (UNS N04400).
- (4) Synthetic nonmetallic material.

f. Seating Surfaces in Butterfly Valves:

Seating surfaces shall be stainless steel or nickel-copper per AWWA C504 or nickel-chromium alloy containing a minimum of 72% nickel and a minimum of 14% chromium.

g. Flanged, Rubber-Seated Butterfly Valves 4 Inches and Larger, Class 150B:

Butterfly valves shall be short body, flanged type for exposed valves and valves in vaults or structures, and either flanged or mechanical joint for buried valves. Valve shall conform to AWWA C504, Class 150B. Minimum working differential pressure across the valve disc shall be 150 psi. Flanged ends shall be Class 125, ANSI B16.1. Valve shafts shall be Type 304 or 316 stainless steel. Valve shafts shall be stub shaft or one-piece units extending completely through the valve disc. Materials of construction shall be as follows:

Component	Material	Specification
Body	Cast iron or ductile iron	AWWA C 504
Exposed body capscrews and bolts and nuts	Stainless steel	ASTM A 276, Type 304 or 316
Discs	Cast iron, ductile iron, or Ni-Resist	AWWA C504
Disc fasteners, seat retention segments, and seat fastening devices	Stainless steel	ASTM A 276, Type 304 or 316
Seat material	Buna-N	--

Where the rubber seat is applied to the disc, it shall be bonded to a stainless steel seat retaining ring which is clamped to the disc by Type 304 or 316 stainless steel screw fasteners. The rubber valve seat shall be secured to or retained in the valve body. Valves shall be Pratt, DeZurik Series BAW, M&H, or equal.

3. Pressure Reducing Valves:

- a. A water pressure reducing valve with integral strainer shall be installed as shown on the plans, in the locations directed by the Owner, where the supply main pressure exceeds 60 psi to reduce it to 50 psi or lower. The valve shall include a bronze body suitable for water supply pressures up to 400 psi. Provision shall be made to permit the bypass flow of water around the valve back into the main when pressures, due to thermal expansion on the outlet side of the valve, exceed the pressure in the main. Valves with built-in bypass

check valves are acceptable. Valve shall be a Watts Regulator Company Series N35B, or equal.

PART 3 - EXECUTION

A. Joints

1. Bolt holes of flanged valves shall straddle the horizontal and vertical centerlines of the pipe run to which the valves are attached. Clean flanges by wire brushing before installing flanged valves. Clean flange bolts and nuts by wire brushing, lubricate threads with oil and graphite, and tighten nuts uniformly and progressively. If flanges leak under pressure testing, loosen or remove the nuts and bolts, reseal or replace the gasket, reinstall or retighten the bolts and nuts, and retest the joints. Joints shall be watertight.
2. Clean threaded joints by wire brushing or swabbing. Apply Teflon joint compound or Teflon tape to pipe threads before installing threaded valves. Joints shall be watertight.

B. Installing Buried Valves

1. Connect the valve, coat the flanges, apply tape wrapping or polyethylene encasement, and place and compact the backfill to the height of the valve stem.
2. Place block pads under the extension pipe to maintain the valve box vertical during backfilling and repaving and to prevent the extension pipe from contacting the valve bonnet.
3. Mount the upper slip pipe of the extension in midposition and secure with backfill around the extension pipe. Pour the concrete ring allowing a depression so the valve box cap will be flush with the pavement surface.
4. In streets without concrete curbs and in open areas, install the valve box as for a paved area with concrete curb except include a marker post. Cut the marker post from 4-inch by 4-inch dense structural grade Douglas fir No. 2 surfaced on four sides to a length of 5 feet. Chamfer the top. Set the post in concrete, 2 feet into the ground, away from traffic, and to the side of the pipeline. Coat with a seal and finish coat of white alkyd exterior paint. On the side facing the valve, letter in black the word "VALVE" and the distance in feet from the marker post to the valve box cap.

C. Field Coating Buried Valves

1. Coat flanges of buried valves and the flanges of the adjacent piping, and the bolts and nuts of flanges and mechanical joints, per Section 09900, System No. 24.

D. Installing Extension Stem Guide Brackets

Install at 6- to 8-foot centers. Provide at least two support brackets for stems longer than 10 feet, with one support near the bottom of the stem and one near the top.

E. Mounting Gear Actuators

The valve manufacturer shall select and mount the gear actuator and accessories on each valve and stroke the valve from fully open to fully closed prior to shipment.

F. Field Installation of Gear Actuator

Provide the actuator manufacturer's recommended lubricating oil in each actuator before commencing the field testing.

G. Valve Leakage Testing

Test valves for leakage at the same time that the connecting pipelines are tested. See Section 15144 for pressure testing requirements. Protect or isolate any parts of valves, actuators, or control and instrumentation systems whose pressure rating is less than the pressure test. Valves shall show zero leakage. Repair or replace any leaking valves and retest.

H. Valve Field Testing

1. Operate manual valves through three full cycles of opening and closing. Valves shall operate from full open to full close without sticking or binding. Do not backfill buried valves until after verifying that valves operate from full open to full closed. If valves stick or bind, or do not operate from full open to full closed, repair or replace the valve and repeat the tests.
2. Gear actuators shall operate valves from full open to full close through three cycles without binding or sticking. The pull required to operate handwheel- or chainwheel-operated valves shall not exceed 80 pounds. The torque required to operate valves having 2-inch AWWA nuts shall not exceed 150 ft-lbs. If actuators stick or bind or if pulling forces and torques exceed the values stated previously, repair or replace the actuators and repeat the tests. Operators shall be fully lubricated in accordance with the manufacturer's recommendations prior to operating.

END OF SECTION

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SECTION 15108 AIR-RELEASE AND VACUUM-RELIEF VALVES

PART 1 - GENERAL

A. Description

This section includes materials and installation of combination air-release valves, for water service.

B. Related Work Specified Elsewhere

1. Painting and Coating: 09900.
2. Pressure Testing of Piping: 15144.

C. Submittals

1. Submit shop drawings in accordance with the Special Conditions.
2. Submit manufacturer's catalog data and detail drawings showing all valve parts and describe by material of construction, specification (such as AISI, ASTM, SAE, or CDA), and grade or type. Show linings and coatings.

PART 2 - MATERIALS

A. Valve Design and Operation

1. Valve design shall comply with AWWA C512, except as modified herein. Class 150 valves shall have a maximum working pressure of at least 150 psi. Class 300 valves shall have a maximum working pressure of at least 300 psi. Class 500 valves shall have a maximum working pressure of at least 500 psi.
2. Combination air valves 3 inches and smaller shall have a float with lever arm to actuate a poppet valve. A needle shall be attached to the float arm. The poppet valve shall serve to admit large quantities of air when the pipeline drains. The needle shall serve to release small quantities of air as the pipeline fills or as air accumulates in the pipeline.

B. Materials of Construction

1. Materials of construction for combination air valves for water service shall be as follows:

Item	Material	Specification
Body and cover	Cast iron	ASTM A 48, Class 35; or ASTM A 126, Class B
Float, lever or linkage, air release mechanism, poppet, guide rod, guide bushings, fasteners, other internal metal parts	Stainless steel	AISI Type 316
Plugs	Bronze	See paragraph 5 below
Seat, plunger, needle	Buna-N	--

2. Bronze shall have the following chemical characteristics:

Constituent	Content
Zinc	7% maximum
Aluminum	2% maximum
Lead	8% maximum
Copper + Nickel + Silicon	83% minimum

3. Rubber seats shall be made of a rubber compound that is resistant to free chlorine and monochloramine concentrations up to 10 mg/l in the fluid conveyed.
4. Body and cover bolts, nuts, and capscrews shall be Type 316 stainless steel.

C. Seating

Valves shall seat driptight at a pressure of 1 psi.

D. Valve End Connections

1. Valves 2 inches and smaller shall have threaded ends. Valves 3 inches and larger shall have flanged ends.
2. Flanges for Class 150 valves shall comply with ANSI B16.1, Class 125. Flanges for Class 300 valves shall comply with ANSI B16.1, Class 250.
3. Threaded ends shall comply with ANSI B1.20.1.

E. Valves

1. Combination Air Valves, Single Body, Class 300: Valves shall have a maximum working pressure of 300 psi. Valves shall be APCO series 140C & 150C, Val-Matic series 200C, Crispin UL10, UL20, UL30, UL41, C61 & C81, or approved equal.

PART 3 - EXECUTION

A. Lining and Coating

1. Coat cast-iron valves per Section 09900, System No. 10. Apply the specified prime and finish coats at the place of manufacture.
2. Coat interior surfaces of cast-iron valves at the place of manufacture per Section 09900, System No. 7. Do not coat seating areas and plastic, bronze, stainless steel, or other high alloy parts.

B. Installation

1. Clean flanges by wire brushing before installing flanged valves. Clean flange bolts and nuts by wire brushing, lubricate threads with oil and graphite, and tighten nuts uniformly and progressively. If flanges leak under pressure testing, loosen or remove the nuts and bolts, reseal or replace the gasket, reinstall or retighten the bolts and nuts, and retest the joints. Joints shall be watertight.
2. Clean threaded joints by wire brushing or swabbing. Apply Teflon joint compound or Teflon tape to pipe threads before installing threaded valves. Joints shall be watertight.

C. Valve Pressure Testing

Test valves at the same time that the connecting pipelines are pressure tested. See Section 15144 for pressure testing requirements. Protect or isolate any parts of valves, operators, or control and instrumentation systems whose pressure rating is less than the test pressure.

D. Air and Vacuum Valve

Construct Air and Vacuum Valve per City of Redlands standard detail A-20515.

END OF SECTION

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SECTION 15122 PIPE COUPLINGS

PART 1 - GENERAL

A. Description

This section includes materials and installation of flexible gasketed sleeve-type compression pipe couplings for steel and ductile iron pipe; and couplings for connecting different pipe materials.

B. Related Work Specified Elsewhere

1. Painting and Coating: 09900.
2. Pressure Testing of Piping: 15144.

C. Submittals

1. Submit shop drawings in accordance with Section 01330.
2. Submit manufacturer's catalog data on flexible pipe couplings. Show manufacturer's model or figure number for each type of coupling or joint for each type of pipe material for which couplings are used. Show coatings.
3. Submit manufacturer's recommended torques to which the coupling bolts shall be tightened for the flexible gasketed sleeve-type compression pipe couplings.
4. Show materials of construction by ASTM reference and grade. Show dimensions.
5. Show number, size, and material of construction of tie rods and lugs for each thrust harness on the project.

PART 2 - MATERIALS

A. Coupling System Design and Component Unit Responsibility

Gaskets, bolts, nuts, glands, end rings, and hardware for pipe couplings of all types shall be furnished by the manufacturer of the pipe coupling and shall be designed as an integral system by the pipe coupling manufacturer. Gaskets shall be designed for the coupling and appropriately sized to provide a watertight seal at the design pressure and temperature. Gaskets, bolts, nuts, glands, end rings, and hardware for pipe couplings shall be shipped with the pipe coupling and shall be clearly labeled indicating the origin of the material, including place and date of manufacture. Manufacturer's printed installation instructions shall be packaged with each pipe coupling.

B. Steel Flexible Pipe Couplings

1. Steel couplings shall have center sleeves and end rings made of carbon Type 304 stainless steel conforming to AWWA C219, Section 4. Minimum center sleeve length shall be 5 inches for pipe sizes 3/4 inch through 4-1/2 inches, 7 inches for pipe sizes 5 inches through 24 inches, and 10 inches for pipe sizes larger than 24 inches.
2. Sleeve bolts shall be ASTM A307 Grade A per AWWA C219, Section 4.
3. Steel end rings shall be cast, forged, or hot rolled in one piece. Do not use rings fabricated from two or more shapes.
4. Wall thickness of sleeve shall be at least that specified for the size of pipe in which the coupling is to be used.

C. Ductile-Iron Flexible Pipe Couplings

1. Couplings shall have center sleeves and end rings made of ductile iron conforming to AWWA C219, Section 4.
2. Sleeve bolts ASTM A307 Grade A per AWWA C219, Section 4.

D. Flexible Pipe Couplings for Plain-End Steel Pipe

Couplings shall be steel, Dresser Style 38, Smith-Blair Type 411, Romac Style 501, or equal.

E. Flexible Pipe Couplings for Plain-End Ductile-Iron Pipe

1. Couplings for pipe 12 inches and smaller shall be cast iron, Dresser Style 153, Smith-Blair Type 441, Romac Style 501, or equal.
2. Couplings for pipe larger than 12 inches shall be cast iron or steel, Dresser Style 38 or 153, Smith-Blair Style 411, Romac Style 501, or equal.

F. Restrained Pipe Couplings for Plain-End Ductile-Iron and PVC Pipe

Couplings shall be a ductile iron mechanical joint solid sleeve by Tyler Union or approved equal with restrained joints per Section 15240.

G. Transition Couplings

Couplings for connecting different pipes having different outside diameters shall be steel: Dresser Style 62 or 162, Smith-Blair Series 413, Romac Style 501, or equal. Couplings shall have an internal full circumference ring pipe stop at the midpoint of the coupling. ID of coupling pipe stop shall equal ID of smaller diameter pipe.

H. Flanged Coupling Adapters for Steel Pipe

Adapters for steel pipe shall be steel: Dresser Style 128, Smith-Blair Type 913, or equal. Flange ends shall match the flange of the connecting pipe; see detail piping specifications.

I. Flanged Coupling Adapters for Cast- and Ductile-Iron Pipe

1. Adapters for cast- and ductile-iron pipe 12 inches and smaller shall be cast iron: Dresser Style 127, Smith-Blair Series 912, or equal.
2. Adapters for cast- and ductile-iron pipe larger than 12 inches shall be steel: Dresser Style 128, Smith-Blair Type 913, or equal.
3. Flange ends shall match the flange of the connecting pipe; see detail piping specifications.

PART 3 - EXECUTION

A. Installation of Flexible Pipe Couplings

1. Clean oil, scale, rust, and dirt from pipe ends. Clean gaskets in flexible pipe couplings before installing.
2. Lubricate bolt threads with graphite and oil prior to installation.

B. Painting and Coating

1. Coat buried flexible pipe couplings (including joint harness assemblies), transition couplings, segmented sleeve couplings, and flanged coupling adapters per Section 09900, System No. 21. Coat buried bolt threads, tie bolt threads, and nuts per Section 09900, System No. 24. Then wrap the couplings with cold-applied wax tape per Section 09952 and with polyethylene wrap per Section 09954.
2. Line flexible pipe couplings and segmented sleeve couplings with epoxy per Section 09900, System No. 7.

C. Hydrostatic Testing

Hydrostatically test flexible pipe couplings, expansion joints, segmented sleeve couplings, and expansion compensators in place with the pipe being tested. Test in accordance with Section 15144.

END OF SECTION

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SECTION 15123 CORPORATION STOPS AND SERVICE SADDLES

PART 1 - GENERAL

A. Description

This section includes materials and installation of service saddles and corporation stops. Note that per California Senate Bill AB 1953, all service brass (except service saddles) installed in any public water system starting January 1, 2010 shall contain no more than 0.25% lead by weight.

B. Related Work Specified Elsewhere

1. Painting and Coating: 09900.
2. Pressure Testing of Piping: 15144.
3. AWWA C800

C. Submittals

1. Submit shop drawings in accordance with the Special Conditions.
2. Submit manufacturer's catalog data and descriptive literature showing dimensions and materials of construction by ASTM reference and grade. Show coatings.

PART 2 - MATERIALS

A. Corporation Stops

Corporation stops shall be bronze (ASTM B 62). All corporation stops shall be manufactured and tested in accordance with AWWA C800, latest revision.

Corporation stops shall be Jones J-1937, or approved equal, for 3/4" up to 2".

B. Service Saddles for Ductile-Iron, and PVC (AWWA C900 and C909) Pipe

1. Type 1 service saddles shall be of the double-strap type. Bodies shall be malleable iron (ASTM A 47 or A 197). Straps shall be forged steel (ASTM A 105, A 181, or A 182). Tap sizes on the outlet shall be 3/4 inch through 2 inches to accommodate the connecting piping or corporation stops. Service saddles shall be Dresser Style 91, Rockwell Type 313, or equal.
2. Type 2 service saddles shall be of the double-strap type. Straps and bodies shall be bronze or silicon bronze. Tap sizes on the outlet shall be 3/4 inch through 2 inches

to accommodate the connecting piping or corporation stops. Service saddles shall be James Jones J-979 (for ductile-iron and AC pipe), J-969 (for PVC pipe), Mueller, or equal.

3. Use Type 2 saddles unless plans direct otherwise.

C. Service Saddles for Schedule 40 and 80 PVC Pipe

Service saddles shall be malleable iron (ASTM A 47 or A 197) or bronze (ASTM B 61 or B 62), using interlocking lugs and a single bolt to hold the saddle in place. Tap sizes on the outlet shall be 3/4 inch or 1 inch to accommodate the connecting piping or corporation stops. Service saddles shall be Dresser Style 194, Rockwell Models 395 or 397, or equal.

D. Service Saddles With Grooved-End Outlet for Steel Pipe

Service saddles with grooved-end outlets for use on steel pipe having outside diameters conforming to ANSI B36.10 shall have malleable iron (ASTM A 47 or A 197) or ductile-iron (ASTM A 536) bodies. Gasket shall conform to ASTM D 2000. Bolts shall conform ASTM A 193, Grade B8, Class 2. Provide a locating collar in the upper housing to engage the tapped outlet hole in the pipe and provide a rigid, nonrotating position. Working pressure shall be at least 300 psi. Outlets shall be grooved end, conforming to AWWA C606, Table 3. Service saddles shall be Victaulic Style 920 or equal.

PART 3 - EXECUTION

A. Installation of Service Saddles

Install service saddles with the gaskets seated on the pipe so that zero leakage is obtained. Tighten bolts to the torque recommended by the manufacturer.

B. Painting and Coating of Service Saddles

1. Coat service saddles located above ground or in vaults and structures the same as the piping to which they are attached. Apply prime coat at factory. Color of finish coat shall match the color of the pipe to which the service saddle is connected.

END OF SECTION

SECTION 15141 DISINFECTION OF PIPING

PART 1 - GENERAL

1.01 DESCRIPTION

This section describes requirements for disinfection by chlorination of potable and recycled water mains, services, pipe appurtenances and connections.

1.02 REFERENCED STANDARDS

The publications listed below form part of this specification to the extent referenced and are referred to in the text by the basic designation only. Reference shall be made to the latest edition of said standards unless otherwise called for.

AWWA B300 - Standard for Hypochlorites
AWWA B301 - Standard for Liquid Chlorine
AWWA C651 - Disinfecting Water Mains

1.03 RELATED WORK SPECIFIED ELSEWHERE

AWWA Standard Methods for the Examination of Water and Waste Water
WAS Standard Specifications 15000, 15044, 15056, 15057, 15061, and 15064

1.04 SERVICE APPLICATION

- A. All water mains and appurtenances taken out of service for inspection, repairs, or other activity that might lead to contamination shall be disinfected before they are returned to service.
- B. All new water mains and temporary pipelines shall be disinfected prior to connection to the City of Redlands existing system.
- C. All components incorporated into a connection to the City of Redlands existing system shall be disinfected prior to installation.

1.05 SUBMITTALS

A written disinfection and dechlorination plan, including all methods and equipment to be used, shall be signed by the person responsible for performing the work and shall be submitted to the City for approval prior to starting disinfection operations.

1.06 DELIVERY, STORAGE AND HANDLING

Chlorination and dechlorination shall be performed by competent individuals knowledgeable and experienced in the operation of the necessary application and safety equipment in accordance with applicable Federal, State and Local laws and regulations. The transport, storage and handling of these materials shall be performed in accordance with Code of Federal Regulations (CFR) 1910.120 Hazardous Waste Operations and Emergency Response, CFR 49.172 Hazardous Materials Regulations, and the General Industry Safety Orders of the California Code of Regulations, Title 8, Section 5194.

1.07 CONCURRENT DISINFECTION AND HYDROSTATIC TESTING

The specified disinfection of the pipelines may not be performed concurrently with the hydrostatic testing in accordance with Section 15144.

1.08 CONNECTION TO EXISTING MAINS

Prior to connection to existing mains, disinfection and bacteriological testing shall be performed in accordance with this specification.

City of Redlands authorization for connection to the existing system shall be given only on the basis of acceptable hydrostatic, disinfection and bacteriological test results.

PART 2 - MATERIALS

2.01 LIQUID CHLORINE (GAS)

A. Liquid chlorine contains 100-percent available chlorine and is packaged in steel containers in net weights of 68.1kg (150 lb.) or 907.2kg (1 ton).

B. Liquid chlorine shall be used with appropriate gas flow chlorinators, heaters, and injectors to provide a controlled, high-concentration solution feed to the water. The chlorinators and injectors shall be the vacuum-operated type.

2.02 SODIUM HYPOCHLORITE (LIQUID)

Sodium hypochlorite is available in liquid form in glass or plastic containers, ranging in size from 0.95 L (1 Qt.) to 18.93 L (5 Gal). The solution contains approximately 10% to 15% available chlorine.

2.03 TABLET OR GRANULAR HYPOCHLORITE

Tablet or granular hypochlorite shall not be used at any time.

PART 3 - EXECUTION

3.01 GENERAL

- A. Any planned disinfection activities for a given week may not occur past 12:00 PM on Thursday unless otherwise authorized by the City representative. The City may adjust this requirement for holidays or special conditions as needed.
- B. Disinfection of pipelines shall not proceed until all appurtenances and any necessary sample ports have been installed and the City of Redlands Water Quality Control Officer provides authorization.
- C. Every effort shall be made to keep the water main and its appurtenances clean and dry during the installation process.
- D. All piping, valves, fittings, and appurtenances which become contaminated during installation shall be cleaned, rinsed with potable water, and then sprayed or swabbed with a 5 percent sodium hypochlorite disinfecting solution prior to installation.
- E. Water mains under construction that become flooded by storm water, runoff, or ground water shall be cleaned by draining and flushing with metered potable water until clear water is evident. Upon completion, the entire main shall be disinfected using a method approved by the City of Redlands Water Quality Control Officer.
- F. City of Redlands Water Quality Control Officer shall be present at the time of disinfection and must be given at least 48 hours notice of the activity.

3.02 METHODS

A. Liquid Chlorine (Gas)

1. Only vacuum-operated equipment shall be used. Direct-feed chlorinators, which operate solely from gas pressure in the chlorine cylinder, shall not be permitted. The equipment shall incorporate a backflow prevention device at the point of connection to the potable water source used to fill the line being tested.
2. The chlorinating agent shall be applied at the beginning of the system to be chlorinated and shall be injected through a corporation stop, a hydrant, or other approved connection to ensure treatment of the entire system being disinfected.
3. Only a certified, licensed chlorination and testing contractor shall perform gas chlorination work. The chlorination contractor must also possess a Grade II Treatment Plant Operator Certification from the State of California if required by The City of Redlands Engineer.

B. Sodium Hypochlorite Solution (Liquid)

1. Sodium hypochlorite solution shall be used for cleaning and swabbing piping and appurtenances immediately prior to installation and for disinfecting all components of connections to the City of Redlands existing system.
2. Sodium hypochlorite solution may be used for the initial disinfection of newly installed water mains. The solution shall be applied at a terminus of the system to be chlorinated using an injector which can adjust the amount of solution being injected into the piping system. The solution shall be injected in the appropriate concentration to achieve the specified concentration range of chlorine throughout the entire piping system. Where pumping equipment is used in conjunction with an injector, an integral backflow prevention device shall be installed and connected to the potable water supply.
3. Water trucks, pumping equipment, piping, appurtenances and all other disinfection equipment in contact with potable water shall be disinfected prior to use.
4. Sodium hypochlorite solution may also be used to increase the total chlorine residual if the concentration from the initial chlorination of the system is found to be low.
5. The solution shall be added to the system in sufficient amounts at appropriate locations to insure that the disinfecting solution is present at a concentration within the specified range throughout the piping system.

3.03 PROCEDURE FOR DISINFECTING WATER MAINS AND APPURTENANCES

- A. The pipeline shall be filled at a rate not to exceed 1,135 liters per minute (300 GPM) or a velocity of 0.3m per second (1 foot per second), whichever is less.
- B. Disinfection shall result in an initial total chlorine concentration of 100-mg/l. Not to exceed 110-mg/l or less than 90-mg/l. This concentration shall be evenly distributed throughout the system to be disinfected.
- C. All valves shall be operated with the disinfection solution present in the pipeline. All appurtenances such as air-vacuum relief valves, blowoffs, hydrants, backflow prevention devices, and water service laterals shall be flushed with the treated water a sufficient length of time to insure a chlorine concentration within the specified range in all components of each appurtenance. (Note the limitations for discharge of chlorinated water outlined below.)
- D. The City of Redlands Water Quality Control Officer will verify the presence of the disinfection solution throughout the system by sampling and testing for acceptable chlorine concentrations at the various appurtenances and/or at the test ports provided by the Contractor. Areas of the system found to be below the specified chlorine concentration level

shall receive additional flushing as noted above and/or additional disinfection solution as necessary. (Note the limitations for discharge of chlorinated water outlined below.) Addition of disinfection solution after the initial charging of the line shall be made by either the liquid chlorine (gas) method, or the sodium hypochlorite method as directed by the City of Redlands Water Quality Control Officer.

E. The chlorinated water shall be retained in the system for a minimum of 24 hours, except when disinfecting steel cement mortar lined and coated pipelines, which require a retention time of 4 hours.

F. The City of Redlands Water Quality Control Officer will test the total chlorine residual. The system shall contain a total chlorine residual of not less than 80% of the initial total chlorine residual before the soaking period began. If the total chlorine residual has decreased more than 20%, the system shall be flushed in accordance with the procedure detailed herein, and shall be re-disinfected.

G. Following a successful retention period as determined by the City of Redlands Water Quality Control Officer, the chlorinated water shall be flushed from the system at its extremities and at each appurtenance, using potable water from a source designated by the City of Redlands Water Quality Control Officer.

The minimum water velocity during flushing shall be 0.9 meters per second (3 feet per second) or as directed by the City of Redlands Water Quality Control Officer. Flushing shall continue until the replacement water in the new system is equal in chlorine residual to the potable source of supply and the turbidity level is 0.5 NTU's or less as verified by the City of Redlands. (Note the limitations for discharge of chlorinated water outlined below.)

H. The City of Redlands Water Quality Control Officer will perform bacteriological sampling and testing as specified herein.

3.04 DISCHARGE OF CHLORINATED WATER

A. Indiscriminate onsite disposal or discharge to sewer systems, storm drains, drainage courses or surface waters is prohibited. It shall be the responsibility of the Contractor to file a Notice of Intent and obtain a General Waste Discharge Requirement Permit for Discharges of Hydrostatic Test Water and Potable Water to Surface Waters, Storm Drains or Other Conveyance Systems, for any discharge. The Contractor shall be solely responsible including any monitoring and reporting as required. The Contractor shall comply with all requirements of the State Water Resources Control Board and the San Bernardino County Regional Water Quality Control Board. The Contractor shall provide copies of all reports and monitoring information including time and place of discharge to the City of Redlands.

Failure to comply with these provisions is a violation of federal and state law. The Contractor hereby agrees to indemnify and hold harmless the City of Redlands, its Counsel members, officers, agents, employees and authorized volunteers from and against any and all claims, demands, losses or liabilities of any kind or nature which City of

Redlands, its counsel members, officers, agents, employees and authorized volunteers may sustain or incur for noncompliance arising out of or in connection with the Project.

B. The environment to which the chlorinated water is to be discharged shall be examined by the Developer and the City of Redlands Inspector. Where necessary, federal, state and local regulatory agencies should be contacted to determine special provisions for the disposal of chlorinated water. Chlorinated water cannot be discharged into any storm drain.

C. Chlorine neutralization is required in all locations a reducing agent shall be applied to the water as it exits the piping system. The Developer shall monitor the chlorine residual at piping effluent during the discharge operations.

The various methods of dechlorination available can remove residual chlorine to concentrations below standard analytical methods of detection, 0.1 mg/l, with a neutral pH, which will assure compliance with the effluent limit. The Contractor will perform all necessary tests to ensure that the total residual chlorine effluent limitations are met and signed certified copies of all test results are submitted to the City of Redlands.

D. In locations where no hazard to the environment is evident based on the joint examination described above, the chlorinated water may be broadcast for dust control on the surface of the immediate site. Care shall be exercised in broadcasting the water to prevent runoff.

3.05 BACTERIOLOGICAL TESTING

The City of Redlands will perform bacteriological sampling and testing of all new system installations. The testing methodology employed by the City of Redlands shall be as set forth in "Standard Methods for the Examination of Water and Waste Water" (current edition). Testing requirements are as set forth in the California Domestic Water Quality and Monitoring Regulations and commensurate with current requirements for surface water testing. The City of Redlands will analyze the samples for the presence of coliform bacteria and heterotrophic-type bacteria (heterotrophic plate count). The evaluation criteria employed by the City of Redlands for a passing test sample is as follows:

A. Coliform: Absent sample, or

B. Heterotrophic plate count (HPC): 500 colony forming units/ml or less.
(The requirement for HPC testing may be waived at the sole discretion of the Water Quality Control Officer)

3.06 REDISINFECTION

If the initial disinfection fails to produce satisfactory bacteriological test results, the pipeline system shall be re-flushed and re-sampled. If the second set of samples does not produce satisfactory results, the pipeline system shall be re-chlorinated, flushed, and re-sampled. The

chlorination, flushing, and sampling procedure shall continue until satisfactory results are obtained. Redisinfection and retesting shall be at the Contractor's expense.

3.07 DISINFECTING TIE-INS AND CONNECTIONS

Pipes, fittings, valves and all other components incorporated into connections with the City of Redlands existing system shall be spray disinfected or swabbed with a liquid chlorine solution in accordance with AWWA C651 and as specified herein. Upon connection to the main, the line shall be flushed as directed by the City of Redlands Water Quality Control Officer. Disinfection by this method is generally limited to assemblies of 6m (20') or less in length. Alternate methods such as "pre-disinfection" prior to installation in accordance with AWWA C651 may be required at the discretion of the City of Redlands Water Quality Control Officer.

END OF SECTION

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SECTION 15144 PRESSURE TESTING OF PIPING

PART 1 - GENERAL

A. Description

This section specifies the hydrostatic, and leakage testing of pressure piping for water distribution and transmission mains.

B. Related Work Specified Elsewhere

1. Disinfection of Piping: 15141.

C. Submittals

1. Submit shop drawings in accordance with the General Requirements.
2. Submit test bulkhead locations and design calculations, pipe attachment details, and methods to prevent excessive pipe wall stresses.
3. Submit five copies of the test records to the Owner's Representative upon completion of the testing.

D. Test Pressures

Test pressures for the various services and types of piping are shown in Subsection 3.K.

E. Testing Records

Provide records of each piping installation during the testing. These records shall include:

1. Date and times of test.
2. Identification of pipeline, or pipeline section tested or retested.
3. Identification of pipeline material.
4. Identification of pipe specification.
5. Test fluid.
6. Test pressure at low point in pipeline, or pipeline section.
7. Remarks: Leaks identified (type and location), types of repairs, or corrections made.
8. Certification by Contractor that the leakage rate measured conformed to the specifications.

PART 2 - MATERIALS

A. Manual Air-Release Valves for Buried Piping

Provide temporary manual air-release valves at test bulkheads for pipeline test. Construct the pipe outlet in the same manner as for a permanent air valve and after use, seal with a blind flange, pipe cap, or plug and coat the same as the adjacent pipe.

B. Test Bulkheads

Design and fabricate test bulkheads per Section VIII of the ASME Boiler and Pressure Vessel Code. Materials shall comply with Part UCS of said code. Design pressure shall be at least 2.0 times the specified test pressure for the section of pipe containing the bulkhead. Limit stresses to 70% of yield strength of the bulkhead material at the bulkhead design pressure. Include air-release and water drainage connections.

C. Testing Fluid

1. Testing fluid shall be water.
2. For potable water pipelines, obtain and use only potable water for hydrostatic testing.
3. Submit request for use of water from waterlines of Owner 48 hours in advance.
4. The Contractor may obtain the water from the Owner. See the General Conditions, Section 7-8.5 for more information.

D. Testing Equipment

Provide calibrated pressure gauges, pipes, bulkheads, pumps, chart recorder, and meters to perform the hydrostatic testing.

PART 3 - EXECUTION

A. Testing Preparation

1. Pipes shall be in place, backfilled, and anchored before commencing pressure testing.
2. For buried piping, the pipe may be partially backfilled and the joints left exposed for inspection during an initial leakage test. Perform the final pressure test, however, after completely backfilling and compacting the trench.
3. Provide any temporary piping needed to carry the test fluid to the piping that is to be tested. After the test has been completed and demonstrated to comply with the

specifications, disconnect and remove temporary piping. Do not remove exposed vent and drain valves at the high and low points in the tested piping; remove any temporary buried valves and cap the associated outlets. Plug taps or connections to the existing piping from which the test fluid was obtained.

4. Provide temporary drain lines needed to carry testing fluid away from the pipe being tested. Remove such temporary drain lines after completing the pressure testing. Drain the pipes after they have been tested.
5. Prior to starting the test, the Contractor shall notify the Owner's Representative.
6. All appurtenances must be installed on the pipeline prior to pressure testing, service laterals shall be tested to the angle meter stop.

B. Cleaning

1. Before conducting hydrostatic tests, flush pipes with water to remove dirt and debris. Maintain a flushing velocity of at least 3 fps for water testing. Flush pipes for time period as given by the formula

$$T = \frac{2L}{3}$$

in which:

T = flushing time (seconds)

L = pipe length (feet).

C. Testing and Disinfection Sequence for Potable Water Piping

1. Perform required disinfection after hydrostatic testing, except when pipeline being tested is connected to a potable waterline.
2. Locate and install test bulkheads, valves, connections to existing pipelines, and other appurtenances in a manner to provide an air gap separation between existing potable water pipelines and the pipeline being tested. Disinfect water and pipeline being tested before hydrostatic testing when connected to a potable waterline.

D. Length of Test Section for Buried Piping

The maximum length of test section for buried pipe of 12 inches or smaller in diameter is 3,500 feet; for buried pipe larger than 12 inches, 1 mile. Provide intermediate test bulkheads where the pipeline length exceeds these limits.

E. Initial Pipeline Filling for Hydrostatic Testing

Maximum rate of filling shall not cause water velocity in pipeline to exceed 1 fps. Filling may be facilitated by removing automatic air valves and releasing air manually.

F. Testing New Pipe Which Connects to Existing Pipe

Prior to testing new pipelines which are to be connected to existing pipelines, isolate the new line from the existing line by means of test bulkheads, spectacle flanges, or blind flanges. After the new line has been successfully tested, remove test bulkheads or flanges and connect to the existing piping.

All bulkheads, flanges and the extents of testing shall be included in the Connection Submittal as described in Section 01110 of the General Requirements.

G. Hydrostatic Testing of Aboveground or Exposed Piping

1. Open vents at high points of the piping system to purge air while the pipe is being filled with water. Venting during system filling may also be provided by temporarily loosening flanges.
2. Subject the piping system to the test pressure indicated. Maintain the test pressure for a minimum of two (2) hours or for as long as required for proper inspection of the joint. Examine joints, fittings, valves, and connections for leaks. The piping system shall show zero leakage or weeping. Correct leaks and retest until zero leakage is obtained.

H. Hydrostatic Testing of Buried Piping

1. Where any section of the piping contains concrete thrust blocks or encasement, do not make the pressure test until at least 10 days after the concrete has been placed. When testing mortar-lined or PVC piping, fill the pipe to be tested with water and allow it to soak for at least 24 hours to absorb water before conducting the pressure test.
2. Apply and maintain the test pressure by means of a positive displacement hydraulic force pump.
3. Maintain the test pressure for not less than two (2) hours, and for as much longer as necessary for proper inspection of the joint, by restoring it whenever it drops an amount of 5 psi.
4. After the test pressure is reached, use a meter to measure the additional water added to maintain the pressure. This amount of water is the loss due to leakage in the piping system. The allowable leakage volume is defined by the formula:

$$L = \frac{HND(P)^{1/2}}{C}$$

in which:

- L = allowable leakage (gallons)
- H = specified test period (hours)
- N = number of rubber-gasketed joints in the pipe tested
- D = diameter of the pipe (inches)
- P = specified test pressure (psig)
- C = 7,400

5. The allowable leakage for buried piping having threaded, brazed, or welded (including solvent welded) joints shall be zero.
6. Repair and retest any pipes showing leakage rates greater than that allowed in the above criteria.

I. Repetition of Test

If the actual leakage exceeds the allowable, locate and correct the faulty work and repeat the test. Restore the work and all damage resulting from the leak and its repair. Eliminate visible leakage.

J. Bulkhead and Test Facility Removal

After a satisfactory test, remove the testing fluid, remove test bulkheads and other test facilities, and restore the pipe coatings.

K. Test Pressure

1. Testing pressure (psig) shall be 225 or as specified on the drawings.

END OF SECTION

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SECTION 15240 DUCTILE-IRON PIPE

PART 1 - GENERAL

A. Description

This section describes materials, testing, and installation of ductile-iron pipe and fittings 30 inches and smaller.

B. Related Work Specified Elsewhere

1. Trenching, Backfilling, and Compacting: SSPWC Sections 200, 300, and 306
2. Painting and Coating: 09900.
3. General Piping Requirements: 15050.
4. Flexible Pipe Couplings and Expansion Joints: 15122.
5. Corporation Stops and Service Saddles: 15123.
6. Disinfection of Piping and Structures: 15141.
7. Pressure Testing of Piping: 15144.

C. Submittals

1. Submit shop drawings in accordance with the Special Conditions.
2. Provide an affidavit of compliance with standards referenced in this specification, e.g., AWWA C151. Submit copy of report of pressure tests for qualifying the designs of all sizes and types of AWWA C153 fittings that are being used in the project. The pressure test shall demonstrate that the minimum safety factor described in AWWA C153, Section 5.5 is met.
3. Provide the following information:
 - a. Mortar lining thickness.
 - b. Wall thickness.
 - c. Show deflections at push-on and mechanical joints.
 - d. Submit joint and fitting details and manufacturer's data sheets.
4. Submit calculations and test data proving that the proposed restrained joint arrangement can transmit the required forces with a minimum safety factor of 1.5.

5. Submit certificate that cement for mortar lining complies with ASTM C 150, designating type.
6. Submit test report on physical properties of rubber compound used in the gaskets.
7. Submit drawing or manufacturer's data sheet showing flange facing, including design of facing serrations.

D. Measurement and Payment

See Section 01200.

PART 2 - MATERIALS

A. Pipe

Pipe shall be cast ductile (nodular) iron, conforming to AWWA C151. Provide pipe in nominal 18- or 20-foot laying lengths.

B. Pipe Marking

Plainly mark each length of straight pipe and each fitting at the bell end to identify the design pressure class, the ductile-iron wall thickness, and the date of manufacture. Mark the spigot end of restrained joint pipe to show clearly the required depth of insertion into the bell.

C. Design Criteria

1. Obtain the following information from the contract documents:
 - a. Elevation of the pipe invert and of the completed ground.
 - b. Alignment of the pipeline.
 - c. Field test hydraulic gradient elevation (HGL).
 - d. Nominal internal diameter, ID.
 - e. Design internal pressure class.
 - f. Joint types(s).

D. Pipe Wall Thickness

1. Minimum wall thicknesses for pipe having grooved-end joints shall be as shown in the following table:

Pipe and Fitting Sizes (inches)	Wall Thickness*
16 and smaller	Special Class 53
18	Special Class 54
20	Special Class 55
24 to 36	Special Class 56
*Special Class and Pressure Class per AWWA C151.	

2. Minimum wall thickness for pipe having push-on or mechanical joints, restrained joints, plain ends, or cast flange ends shall be Class 150, unless otherwise shown in the drawings.
3. Minimum wall thickness for pipe having threaded flanges shall be Special Class 53.
4. Minimum pipe wall thickness required for corporation stops and tapped outlets shall be in accordance with Table A.1 of AWWA C151 for three full threads for design pressures up to 250 psi and four full threads for design pressures over 250 to 350 psi.

E. Fittings

1. Fittings 48 inches and smaller shall conform to AWWA C110 with a minimum pressure rating of 250 psi. Material shall be ductile iron. Flanges shall be flat faced.
2. Mechanical joint fittings conforming to AWWA C153 may be used in lieu of AWWA C110 fittings.
3. Grooved-end fittings shall conform to AWWA C110 with grooved ends conforming to AWWA C606, radius cut rigid joints. Fitting material shall conform to ASTM A 48, Class 30; ASTM A 126, Class B; or ASTM A 536, Grade 65-42-10. Wall thickness of ductile-iron (ASTM A 536) fittings shall conform to AWWA C110 or C153; wall thickness of cast-iron fittings shall conform to AWWA C110. Fittings and couplings shall be furnished by the same manufacturer.
4. Material for fittings with welded-on bosses shall have a Charpy notch impact value of minimum 10 ft-lbs under the conditions defined in AWWA C151. Test completed welds by the liquid penetrant method per ASTM E 165.

F. Flanges

1. Flanges shall be solid back, Class 125 per AWWA C115. Flanges on pipe shall be either cast or threaded. Material shall be ductile iron.
2. Flanged pipe and fittings shall be shop fabricated, not field fabricated. Threaded flanges shall comply with AWWA C115. Flanges shall be individually fitted and machine tightened in the shop, then machined flat and perpendicular to the pipe

barrel. Flanges shall be backfaced parallel to the face of flange. Prior to assembly of the flange onto the pipe, apply a thread compound to the threads to provide a leak-free connection. There shall be zero leakage through the threads at a hydrostatic test pressure of 250 psi without the use of the gasket.

G. Pipe Lining--Cement Mortar

1. Line pipe interior and fittings with cement-mortar per AWWA C104. Lining thickness shall be the single thickness listed in AWWA C104, Section 4.7. Lining material shall conform to ASTM C 150, Type II.
2. Line blind flanges per Section 09900, System No. 7.
3. Loose areas of cement-mortar lining are not acceptable. Remove and reconstruct lining in areas where quality is defective, such as sand pockets, voids over sanded areas, blisters, drummy areas, cracked areas, and thin spots. Longitudinal cracks in excess of 1/32 inch in width or where crack extends to metal shall be repaired. Repair all cracks larger than 1/16 inch per AWWA C104.

H. Grooved-End Couplings

1. Grooved-end pipe couplings shall be ductile iron, ASTM A 536 (Grade 65-45-12). Gaskets shall be halogenated butyl rubber or EPDM and shall conform to ASTM D 2000.
2. Bolts in exposed service shall conform to ASTM A 193, Grade B8, Class 2. Bolts in buried or submerged service shall be ASTM A 193, Grade B8, Class 2.
3. Couplings for pipe 24 inches and smaller shall conform to AWWA C606 for flexible radius ductile-iron pipe, except where rigid radius couplings are required to connect to fittings. Couplings for pipe sizes 30 and 36 inches shall be in accordance with the coupling manufacturer's published literature for tolerances and dimensions for flexible and rigid radius cut joints. Couplings shall be Victaulic Style 31, Gustin-Bacon No. 500, or equal.
4. Couplings for pipe larger than 36 inches shall conform to AWWA C606 for shouldered end pipe. Couplings shall be Victaulic Style 44 or equal.
5. Grooved-end adapter flanges for piping 24 inches and smaller having an operating pressure of 150 psi and less shall be Victaulic Style 341 or 342 or equal. Flange dimensions shall conform to ANSI B16.1, Class 125.
6. Grooved-end transition couplings for connecting ductile-iron pipe 12 inches and smaller to steel pipe shall be Victaulic Style 307 or equal.

I. Gaskets for Flanges

See Section 15050.

J. Gaskets for Mechanical, Push-On, and Restrained Joints

Synthetic rubber in accordance with AWWA C111.

K. Bolts and Nuts for Flanges

See Section 15050.

L. Outlets and Nozzles

1. Provide outlets 2 inches and smaller by tapping the pipe and attaching a service clamp as specified in Section 15123 or use a threaded welded-on boss. Use Type 2 clamps for exposed piping. Use Type 2 clamps for buried and submerged piping.
2. For outlets larger than 2 inches, use a tee with a flanged outlet.

M. Joints

1. Joints in aboveground or submerged piping or piping located in vaults and structures shall be grooved end or flanged.
2. Joints in buried piping shall be of the push-on type per AWWA C111 except where flanged joints are required to connect to valves, meters, and other equipment. Provide unrestrained buried joints except where restrained joints are specifically shown in the drawings.
3. Restrained joints for piping 6 inches and larger shall be American Cast Iron Pipe "Lok-Ring" or "Flex-Ring," U.S. Pipe "TR-Flex," or equal. Field Lok 350 Gasket or approved equal and mechanical joint restraints as called out in Section 15240 Part 2.N may be used in lieu of restrained pipe joints.
4. Where thrust restraint is called for in the drawings, provide pipe with restrained joints capable of transmitting 1.5 times the thrust, as calculated by the following equation:

$$T = 1.5 * (0.785 * P * D^2)$$

where:

- P = Pressure class of pipe in psi.
D = Outside diameter of pipe in inches.
T = Thrust in pounds.

N. Mechanical Joint Restraint System Using Follower Ring and Wedges

The restraining mechanism shall consist of a follower gland having a seal gasket and individually actuated wedges that increase their resistance to pullout as pressure or external forces increase. The system manufacturer shall provide all the components (follower ring, wedges, and gaskets) for the restraining device. The device shall be

capable of full mechanical joint deflection during assembly, and the flexibility of the joint shall be maintained after burial. The joint restraint ring and its wedging components shall be constructed of ductile iron conforming to ASTM A 536, Grade 60-42-10. The wedges shall be ductile iron, heat-treated to a minimum hardness of 370 BHN. Dimensions of the gland shall be such that it can be used with mechanical joint bells conforming to AWWA C111 and AWWA C153. The design shall use torque limiting twist-off nuts to provide actuation of the restraining wedges. The mechanical joint restraint shall be available in the size range of 3 through 48 inches. Minimum rated pressure shall be 350 psi for sizes 16 inches and smaller and 250 psi in sizes 18 inches and larger. Products: Megalug Series 1100 as manufactured by EBAA Iron, Inc., or equal.

O. Ductile-Iron Pipe Weldments

1. All welding to ductile-iron pipe, such as for bosses and joint restraint shall be done at the place of manufacture of the pipe. Perform welding by skilled welders experienced in the method and materials to be used.

PART 3 - EXECUTION

A. Delivery, Unloading, and Temporary Storage of Pipe at Site

1. Use unloading and installation procedures that avoid cracking of the lining.
2. Deliver the pipe alongside the pipe laying access road over which the pipe trailer-tractors can travel under their own power. Place the pipe in the order in which it is to be installed and secure it from rolling.
3. Do not move pipe by inserting any devices or pieces of equipment into the pipe barrel. Field repair linings damaged by unloading or installation procedures.

B. Sanitation of Pipe Interior

1. During laying operations, do not place tools, clothing, or other materials in the pipe.
2. When pipelaying is not in progress, close the ends of the installed pipe by a child- and vermin-proof plug.

C. Installing Flanged Pipe and Fittings

Install in accordance with SSPWC Section 306 and as follows. Cut the bore of the gaskets such that the gaskets do not protrude into the pipe when the flange bolts are tightened.

D. Installing Grooved-End Pipe and Fittings

See Section 15050.

E. Installing Buried Piping

1. Install in accordance with Section 02223 and as follows.

2. When installing piping in trenches, do not deviate more than 1 inch from line or 1/4 inch from grade. Measure for grade at the pipe invert.
3. Provide thrust blocks at fittings per Drawings.
4. Assemble restrained joints per manufacturer's instructions.

F. Joint Deflections for Buried Pipe

1. Do not exceed the following deflection angles for unrestrained buried pipe joints:

Pipe Size (inches)	Maximum Deflection (degrees)	
	Push-On Joint	Mechanical Joint
4	4	6-1/2
6	4	5-1/2
8	4	4
10	4	4
12	4	4
14	4	3
16	4	3
18	4	2-1/2
20	4	2-1/2
24	4	2
30	4	N/A

2. For restrained joints, do not exceed 80% of the manufacturer's recommended maximum deflections.
3. Small angular changes (less than 7 degrees) in horizontal alignment defined in the drawings by a point of inflection (PI) with no accompanying curve data shall be approximated as a curve by deflecting by equal amounts equal length pipe segments to create a curve equally distributed on both sides of the given PI. Accomplish a larger (greater than or equal to 7 degrees) change in horizontal alignment where a curve is not called for in the drawings through the use of an elbow placed at the station of the PI shown in the drawings. Provide thrust restraint as required in the drawings.
4. Small angular changes (less than 5 degrees) in vertical alignment may be accomplished by the use of pulled joints. For larger vertical deflections, place an elbow at the station and elevation of the vertical PI shown in the drawings. Provide thrust restraint as required in the drawings.

5. Assemble joints in accordance with AWWA C600 and the manufacturer's recommendations.

G. Installing Aboveground or Exposed Piping

See Section 15050.

H. Painting and Coating

1. Provide asphaltic coating on buried pipe per AWWA C151.

I. Polyethylene Encasement of Buried Pipe and Fittings

Not used.

J. Hydrostatic Testing

Test pressures are shown in Section 15144. Test in accordance with Section 15144.

END OF SECTION

SECTION 15250 CEMENT-MORTAR LINED & COATED STEEL PIPE AND SPECIALS

PART 1 - GENERAL

1.01 DESCRIPTION

This section includes materials, design, fabrication, and installation of cement-mortar lined and coated steel pipe and specials.

1.02 REFERENCE STANDARDS

The publications listed below form part of this specification to the extent referenced and are referred to in the text by the basic designation only. Reference shall be made to the latest edition of said standards unless otherwise called for.

AWWA C200 Steel Water Pipe - 150 mm (6 inch) and Larger

AWWA C205 Cement-Mortar Lining and Coating for Steel Water Pipe 100 mm (4") and larger Shop Applied

AWWA C206 Field Welding of Steel Water Pipe

AWWA C207 Steel Pipe Flanges For Waterworks Service 100 mm (4") and larger

AWWA C208 Dimensions for Fabricated Steel Pipe Fittings

AWWA C217 Cold-applied Petroleum Tape Coatings

AWWA C606 Grooved and Shouldered Joints

AWWA M11 Steel Pipe-Guide for Design and Installation

ASTM A47/A47M Standard Specification for Ferritic Malleable Iron Castings

ASTM A36/A36M Standard Specification for Carbon Structural Steel

ASTM A53 Standard Specification for Pipe, Steel, Black & Hot Dipped, Zinc-Coated, Welded, and Seamless

ASTM A105 Standard Specification for Carbon Steel Forgings for Piping Applications

ASTM A183 Standard Specification for Carbon Steel Track Bolts and Nuts

ASTM A216 Standard Specification for Steel Castings, Carbon, Suitable for Fusion Welding for High Temperature Service

ASTM A283/A283M Standard Specification for Low and Intermediate Tensile Strength Carbon Steel Plates

ASTM A307 Standard Specification for Carbon Steel Bolts and Studs

ASTM A536 Standard Specification for Ductile Iron Castings

ASTM A568/A 568M Standard Specification for Steel, Sheet and Strip, Carbon, Hot-Rolled, Structural Quality and Cold Rolled

ASTM A1018 / A1018M - 10 Standard Specification for Steel, Sheet and Strip, Heavy-Thickness Coils, Hot-Rolled, Carbon, Commercial, Drawing, Structural, High-Strength Low-Alloy, High-Strength Low-Alloy with Improved Formability, and Ultra-High Strength

ASTM D2000 Standard Classification System for Rubber Products

ANSI B1.1 Unified Inch Screw Threads

ANSI B1.2 Gages and Gauging for Unified Inch Screw Threads

ANSI B1.20.1 Pipe Threads, General Purpose (Inch)

1.03 RELATED WORK SPECIFIED ELSEWHERE

- A. City of Redlands Water Systems Specifications
- B. Technical Specifications 15050, 15122, 15141 and 15144.

1.04 SERVICE APPLICATION

Cement-mortar lined and coated steel pipe and specials shall be used only for specific purposes as shown on the Approved Plans.

1.05 SPECIALS

A special is defined as any piece of pipe other than a normal full length of straight pipe. This includes, but is not limited to, elbows, short pieces, reducers, tees, crosses, spools, sections with outlets, beveled sections and manholes.

1.06 DESIGN REQUIREMENTS

- A. All steel used for pipe or specials shall have a 248 MPa (36,000 psi) minimum yield point unless otherwise directed by the engineer. See material information concerning steel designation below.
- B. Design stress in steel cylinders shall not exceed 50% of the specified minimum yield strength of the steel used. The internal operating pressure used for design shall be a minimum 225 psi or as called for on the Approved Plans, whichever is greater. If no specific surge analysis has been performed, the internal operating pressure used in circumferential stress calculations shall include at least a 10% increase for surge conditions. No allowance shall be made for the tensile strength of the cement mortar lining and coating.
- C. Specials shall be designed per AWWA M11 and as a minimum shall conform to the pressure rating, grade of steel and cylinder thickness of the adjoining standard pipe sections. Fitting dimensions shall conform to AWWA C208. Reinforcing collars, wrappers, crotch plates, and anchor rings shall be designed and fabricated per AWWA M11.

1. Outlets may be built into the wall of the pipe or may be fabricated as steel plate specials. Outlets to be installed on straight pipe lengths shall be welded to the steel cylinder of the pipe prior to application of mortar coating to the cylinder. Outlets of size 50 mm (2") and smaller in piping 100 mm (4") and larger shall be of the threaded outlet type or shall be extra-heavy half couplings to fit the pipe in accordance with AWWA M11. Outlets shall be 1360 kg (3,000 lb.) WOG forged steel per ASTM A105. Threads shall comply with ANSI B1.20.1. Outlets larger than 50 mm (2") shall use a tee or nozzle with a flanged outlet. All outlets larger than 50 mm (2") in diameter shall be provided with steel reinforcing collars, wrapper plates, or crotch plates per AWWA M11. At the option of the manufacturer, wrappers may be used in place of collars, and crotch plates may be used in place of collars or wrappers.
 2. On 50 mm (2") and smaller outlets where nylon insulation bushings are to be used, the outlet shall be increased in size to accept the bushing.
 3. Tees, wyes, and crosses shall be dimensioned in accordance with AWWA C208, Table 1, or as modified on the Approved Drawings.
 4. Bends shall have a minimum radius of not less than 2½ times the pipe diameter unless otherwise approved by the City. The maximum deflection at mitered girth seams shall be 22½ degrees. At the option of the Contractor, a bend may be welded to the adjacent pipe section.
 5. All specials shall be marked at both ends of the fitting with "Field Top" indicators.
- D. Nominal cylinder thickness for pipe and specials shall be 10 gage or as directed by the City.
- E. Standard pipe sections shall not be less than 6m (20') nor more than 12m (40') in length, except where shorter lengths are required to fit horizontal and vertical alignment or are otherwise shown on the Approved Plans.
- F. Pipe ends shall be as follows:
1. Lap Welded Joints: Use expanded bell with matching spigot end.
 2. Flanges: Flanges for use in construction of Steel Pipe shall be as described below.
 - a. AWWA C207, Class D flanges (matching ANSI/ASME B16.1, Class 125 flanges for bolt hole size and drilling) shall be used for pressures up to 1.03 MPa (150 psi).
 - b. AWWA C207, Class E flanges (matching ANSI/ASME B16.1, Class 125 flanges for bolt hole size and drilling) shall be used for pressures between 1.03 MPa and 1.72 MPa (150 psi and 250 psi).

- c. AWWA C207, Class F flanges (matching ANSI/ASME B16.1, Class 250 flanges for bolt hole size and drilling) shall be used for pressures between 1.72 MPa and 2.07 MPa (250 psi and 300 psi) or when Class 250 butterfly valves or other appurtenances using flanges corresponding to AWWA C207 Class F are required.
 - d. Flanges shall be flat-faced type only. Segmented flanges shall not be used.
 - 3. Butt Straps: Use two-piece rolled steel straps with a nominal thickness of 6.35 mm ($\frac{1}{4}$ "), and a minimum width of 250 mm (10"). Straps shall be fabricated to snugly fit over the plain pipe ends, and shall be centered over the ends of the pipe sections to be joined. Weld one or more standard 125 mm (5"), 1361 kg (3000 lb.) threaded half-couplings to the butt strap section. Provide a threaded steel plug for each half-coupling.
 - 4. Grooved-End or Shouldered Couplings: Use square-cut shouldered or grooved ends per AWWA C606. Grooved-end couplings shall be malleable iron per ASTM A 47, or ductile-iron per ASTM A 536. Gaskets shall be per ASTM D 2000. Nuts and bolts in exposed service shall conform to ASTM A 183, 758.43 MPa (110,000 psi) tensile strength.
 - 5. Flexible Pipe Couplings: Use plain-end pipe with flexible pipe couplings per AWWA C200. Provide joint harnesses per AWWA M11 where indicated on the Approved Plans.
 - 6. Bell and Spigot with Rubber Gasket: In accordance with AWWA C200 and AWWA M11. Bell ends that are pressed or rolled shall be limited to maximum pipe diameter of 525 mm (21") nominal.
- G. Angles or Curves in Alignment: Minor changes of direction in the grade or alignment may be made by a deflection in the joint up to a maximum of 19 mm ($\frac{3}{4}$ ") on one side of the joint. For greater angular deflections, pipe with ends beveled up to a maximum of 5° measured from a plane perpendicular to the pipe's axis may be used. The short point on the bevel shall be so marked on the pipe. Pipe length shorter than 6m (20') may be used on curves. Where curves that have a shorter radius than can be accommodated by beveled pipe are required, or where indicated on the Approved Plans, special short-radius bends shall be provided.
- H. Mortar Coating and Lining: Use coatings and linings conforming to AWWA C205. All exterior metal surfaces intended for direct buried service shall be coated.
- I. The exterior surfaces of areas of pipes and fittings that are not mortar coated, such as flanges, grooved ends, or plain ends for butt-straps or flexible couplings, shall be sandblasted in accordance with SSPC-SP10 - Near White Blast Cleaning, and coated in accordance with Section 09900.

- J. The term "diameter of pipe" as used in these specifications or as shown on the Approved Plans shall mean the net inside diameter of the mortar lining.

1.07 QUALITY ASSURANCE

- A. In addition to the shop hydrostatic testing performed on pipe cylinders required per AWWA C200, all welds of specials and attachments (i.e., joint rings and nozzles) shall be tested by a dye-penetrate process or the hammer test in accordance with the Water Systems Standard Specifications, or as directed by the City. Certification of such testing shall be submitted to the City.
- B. Field welders shall be certified under Section IX, Part A of the ASME Boiler and Pressure Vessel Code or in accordance with AWWA C206, Section 3. Welders shall present a copy of their certification to the City prior to performing any field welding. Certifications shall be dated within three (3) years of the job to be performed.
- C. Plainly mark each length of straight pipe and each special at the bell end to identify the proper location of the pipe item by reference to the layout schedule.
- D. The top of all pipe and specials shall be clearly identified by marking the top with "T.O.P." for easy identification in the field.

1.08 DELIVERY, STORAGE, AND HANDLING

Delivery, storage, and handling of the pipe and specials shall be as follows:

- A. Pipe and fittings shall be carefully handled and shall be protected against damage to linings and coatings due to impact shocks. Pipe shall not be placed directly on rough ground but shall be supported in a manner which will protect the pipe against injury whenever stored at the site or elsewhere. Pipe shall be handled and stored per these requirements and in accordance with the Manufacturer's recommendations.
- B. Temporary internal bracing shall be installed in all pipe 400 mm (16") and larger prior to shipment to the job site. Temporary internal bracing shall be 100 mm x 100 mm (4" x 4") wooden struts installed in both the horizontal and vertical directions. Each set of struts shall be nailed together as a unit. Wooden wedges may be used to maintain the proper tight fit of the internal bracing. The bracing shall be located 300 mm (12") in from each end of the pipe section for all pipe, and additionally at the mid-point for piping 600 mm (24") and larger. Maintain internal bracing as specified under Pipe Installation.
- C. Transport pipe to the job site on padded bunks with nylon tie-down straps or padded bonding to protect the pipe.
- D. Pipes and specials shall only be handled with appropriate spreader bars and wide nylon slings. Chains or wire rope slings shall not be used. Under no circumstances shall pipe or specials be pushed or dragged along the ground. All pipe sections over 6m (20') in length shall be lifted at the quarter points from each end.

- E. Store pipe on earth berms or timber cradles adjacent to the trench in the numerical order of installation. Place the supports at about the one-quarter point from the pipe ends.
- F. Maintain plastic end caps on all pipe and specials in good condition until the pipe is ready to be installed in the trench. Periodically open the plastic end caps and spray potable water inside the pipe for moisture control.

1.09 SUBMITTALS

The following items shall be submitted to the City for review and approval prior to fabrication of steel pipe and specials:

- A. An affidavit of compliance with AWWA C200 and C205.
- B. Tabulated layout schedule including:
 - 1. Order of installation and closures.
 - 2. Pipe station and bottom of pipe (BOP) elevation at each change of grade and alignment.
 - 3. Elements of curves and bends, both in horizontal and vertical alignment.
 - 4. Pipe internal diameter, wall thickness, and internal design pressure.
 - 5. Locations of bulkheads for field hydrostatic testing. (Testing against valves shall not be permitted).
 - 6. Locations of closures, including cut-to-fit allowances, for length adjustment and for construction convenience.
 - 7. Locations of valves, flanges, appurtenances and other mechanical equipment.
- C. Details of all specials, and of the lining and coating.
- D. Calculations supporting the sizing of reinforcing collar plates, wrapper plates or crotch plates.
- E. Calculations supporting selected wall thickness of pipe and specials.
- F. Calculations supporting welded joint design and joint welding details.
- G. Current shop welder and field welder certifications.
- H. Mill test reports on each heat from which steel is rolled, at the discretion of the City.
- I. Certification of dye-penetrant shop-weld testing.

1.10 WARNING/IDENTIFICATION TAPE

Warning/Identification Tape shall be installed on all cement-mortar lined and coated steel potable mains in accordance with Water Systems Standard Specifications.

PART 2 - MATERIALS

2.01 STEEL PIPE AND SPECIALS

Steel pipe and specials shall conform to the requirements of the AWWA C200 and C205, and AWWA M11, except as modified herein.

- A. Steel for fabricated cylinders shall conform to ASTM A 36/A 36M, ASTM A 283/ A 283M, Grade D, or ASTM A 1011/A 1011M, Grade 36. Other steel grades may be used only upon approval of the City.

2.02 MORTAR LINING AND COATING

- A. Cement used in mortar lining and coating shall be Portland Cement per ASTM C 150, Type V for coating and Type II or Type V for lining.
- B. Cement-mortar coating shall be reinforced in accordance with AWWA C205.
- C. Cement mortar grout for field joints shall consist of a mixture of 1½ to 2 parts sand to 1 part Type II or Type V Portland Cement with enough clean, potable water to permit packing and troweling without crumbling. The sand shall be washed, well-graded sand such that all will pass a No. 8 sieve. The quantity of water to be used in the preparation of grout shall be the minimum required to produce a mixture sufficiently workable for the purpose intended. Grout shall attain a minimum compressive strength of 12.4 MPa (1,800 psi) in 28 days.
- D. In certain circumstances, rapid-setting mortar may be required. Acceleration admixtures may be used in the mix as permitted by the City. Calcium chloride shall not be used in the mix.

2.03 PAINTING AND COATING

- A. Paint and coating products for exterior surfaces of all pipe and appurtenances not otherwise mortar-coated shall be in accordance with Section 09900 and the Water Systems Standard Specifications.
- B. Paint and coating products for areas in contact with potable water such plain ends of pipe, grooved and shouldered ends of pipe and exposed inside surfaces of threaded outlets and blind flanges shall be in accordance with Section 09900 and selected from the Water Systems Standard Specifications.

2.04 BOLTS AND NUTS FOR FLANGES

Bolts and nuts shall be in accordance with Section 09900 and the Water Systems Standard Specifications.

2.05 GASKETS

- A. Rubber-ring gaskets shall comply with AWWA C200 according to the applicable joint type and pressure rating of the piping system.
- B. Flange gaskets shall comply with AWWA C207. Flange gaskets shall be 3.18 mm (1/8") thick acrylic or aramid fibers bound with nitrile for all sizes of pipe. Gaskets shall be full face type with pre-punched holes or ring-type extending to the inner edge of the bolt circumference of the flange.
- C. In the event of encountering organic solvents or petroleum products during the course of the work, alternate gasket materials or joint treatment will be required as directed by the City.

2.06 IMPORTED GRANULAR MATERIAL FOR PIPE AND TRENCH ZONES

The imported granular material for use in pipe and trench zones shall be in accordance with the Special Provisions Section of the specification book.

2.07 CONCRETE

Concrete used for thrust and anchor blocks shall be in accordance with Water Systems Standard Specifications.

2.08 WARNING/IDENTIFICATION TAPE

Warning/Identification Tape materials shall be in accordance with the Water Systems Standard Specifications.

PART 3 - EXECUTION

3.01 GENERAL

At all times when the work of installing pipe is not in progress, including worker break times, the ends of the pipe shall be closed with a vermin-proof and child-proof cap or plug. Do not permit trench water to enter the pipe. Do not place tools, clothing, or other materials in the pipe. The Contractor shall maintain the interior of the pipe in a sanitary condition free from foreign materials.

3.02 TRENCH EXCAVATION, BACKFILL AND COMPACTION

Trenching, backfilling and compaction shall be performed in accordance with the Special Provisions Section of the specification book.

3.03 DEWATERING

The Contractor shall provide, and maintain at all times during construction, ample means and devices to promptly remove and dispose of all water from any source entering trench excavations or other parts of the work in such manner as will not damage public or private property or create a nuisance or health menace. Any damage caused by flooding of the trench shall be the Contractors responsibility.

Dewatering shall be performed by methods that will maintain a dry excavation, preservation of the final lines and grades and protection of all utilities. If flooding of the trench does occur, the Contractor shall immediately dewater and restore the trench. Damaged or altered pipeline appurtenances shall be repaired or replaced as directed by the City.

3.04 PIPE INSTALLATION

When the work requires and the size of the pipe allows entry of personnel into the pipe, the Contractor shall comply with all Federal and State regulations for confined space entry. Work inside pipelines shall not be undertaken until all the tests and safety provisions of the Code of Federal Regulations 1910.146, and the General Industry Safety Orders of the California Code of Regulations, Title 8, Section 5159 for confined space entry have been performed and the area is verified as safe to enter. Generally, the aforementioned safety provisions apply to pipe 600 mm (24") and larger. Note that for pipe less than 600 mm (24") diameter, more stringent safety procedures apply.

The Contractor shall furnish and install all pipe, specials, fittings, closure pieces, valves, supports, bolts, nuts, gaskets, jointing materials, and all other appurtenances as shown on the Approved Plans and as required to provide a complete and workable installation. Pipe installation shall be as shown on the Approved Plans and Shop Drawings in accordance with the following:

- A. No pipe shall be installed where the linings or coatings show cracks that may be harmful as determined by the City. Such damaged linings and coatings shall be repaired or new, undamaged pipe sections shall be provided.
- B. Pipe damaged prior to Substantial Completion shall be repaired or replaced by the Contractor.
- C. The Contractor shall inspect each pipe and fitting to insure that there are no damaged portions of the pipe. The Contractor shall remove or smooth out any burrs, gouges, weld splatter, or other small defects prior to laying the pipe.
- D. Before placement of pipe in the trench, each pipe or fitting shall be thoroughly cleaned of any foreign substance which may have collected thereon and shall be kept clean at all times thereafter. For this purpose, the openings of all pipes and fittings in the trench shall be closed during any interruption to the work as noted above.
- E. Pipe shall be laid directly on the bedding material. No blocking will be permitted, and the bedding shall be such that it forms a continuous, solid bearing for the full length of

the pipe. Excavations shall be made as needed to facilitate removal of handling devices after the pipe is laid. Bell holes shall be formed at the ends of the pipe to prevent point loading at the bells or couplings and to permit visual inspection of the joint. Excavation shall be made as needed outside the normal trench section at field joints to permit adequate access to the joints for field connection operations and for application of coatings on field joints.

- F. Installation Tolerances: Each section of pipe shall be laid in the order and position shown on the approved layout schedule to the proper lines and grades in accordance with the following:
1. Each section of pipe having a nominal diameter less than 1200 mm (48") shall be laid not to vary more than 50 mm (2") horizontally or 25 mm (1") vertically from the alignment and elevations shown on the Approved Plans.
 2. Each section of pipe having nominal diameter 1200 mm (48") and larger shall be laid not to vary more than five percent (5%) of the pipe diameter horizontally or two and one half percent (2.5%) of the pipe diameter vertically.
 3. In addition to the horizontal and vertical tolerances above, lay the pipe so that no high or low points occur along the pipeline other than those shown on the approved layout schedule.
- G. Where necessary to raise or lower the pipe due to unforeseen obstructions or other causes, the City may change the alignment and/or the grades. Such change shall be made by the deflection of joints, by the use of bevel adapters, or by the use of additional fittings. However, in no case shall the deflection in the joint exceed seventy five percent (75%) of the maximum deflection recommended by the pipe manufacturer. No joint shall be deflected any amount that will be detrimental to the strength and water tightness of the finished joint. In all cases the joint opening, before finishing with the protective mortar inside the pipe, shall be the controlling factor.
- H. Pipes shall be laid uphill on grades exceeding 10 percent. Pipe that is laid on a downhill grade shall be blocked and held in place until the following pipe section has been installed to provide sufficient support to prevent movement.
- I. Temporary internal pipe bracing shall be left in place in pipe sizes larger than 600 mm (24") until pipe zone compaction has have been completed. Bracing in pipe smaller than 600 mm (24") may be removed immediately after the pipe has been laid into the trench. The Contractor shall employ a laboratory to monitor pipe deflection by measuring pipe inside diameter before bracing is removed and 24 hours after struts are removed. Pipe deflection shall not exceed 2 percent in 24 hours after the bracing has been removed. After the backfill has been placed, the struts shall be removed.
- J. Cold Weather Protection: No pipe shall be installed upon a foundation onto which frost has penetrated or at any time that there is a danger of the formation of ice or penetration of frost at the bottom of the excavation. No pipe shall be laid unless it can be established that the trench will be backfilled prior to formation of ice and frost.

- K. Pipe and Specials Protection: The openings of all pipe and specials where the pipe and specials have been mortar-lined in the shop shall be protected with suitable bulkheads to maintain a moist atmosphere and to prevent unauthorized access by persons, animals, water, or any undesirable substance. The bulkheads shall be designed to prevent drying out of the interior of the pipe. The Contractor shall introduce water into the pipe to keep the mortar moist where moisture has been lost due to damaged bulkheads.
- L. Pipeline must be installed parallel with the street centerline, otherwise Contractor shall have to remove and replace that portion of non-parallel pipeline at his/her own expenses.

3.05 FIELD WELDED JOINTS

- A. Welded joints shall be completed in the trench per AWWA C206.
- B. Both the bell and spigot ends shall be cleaned of foreign matter prior to welding.
- C. For pipe diameters less than 600 mm (24") the exterior of the joint shall be welded. For pipe diameter 600 mm (24") and larger, the joint shall be welded in accordance with the approved submittal. All welded joints shall remain exposed until inspection has been performed.
- D. Welding electrodes shall be as recommended by the pipe manufacturer. Typically, electrodes shall be E6010 for root passes and E7018 for additional passes. Do not deposit more than 3.2 mm (1/8") of throat thickness per pass.
- E. Weld material shall be deposited in successive layers. Complete and clean each pass around the entire circumference of the pipe before commencing the next pass.
- F. The minimum number of passes in the completed weld shall be as follows:

Steel Cylinder Thickness		Fillet Weld Minimum Number of Passes
mm	(inches)	
6.35 or less	(0.2500 or 1/4")	2
Greater than 6.35	(0.2500 or 1/4")	3

- G. To minimize longitudinal stresses due to temperature variations, it is necessary to leave un-welded one joint per each 120m (400') of pipeline. This joint shall be left un-welded until all the joints on both sides of it are welded, and it shall be welded at the coolest time of the working day. The City shall decide if and when this procedure is warranted.
- H. Tack-welding the joint may be permitted to hold the pipe in place. If the joint is to be circumferentially welded, sufficient time shall elapse to allow for an initial set of interior joint lining prior to proceeding with joint welding. Rapid-setting mortar may be used in accordance with this Section. In some cases, the City may require hand holes.
- I. Field welders shall be certified in accordance with ASME Section 9 (pipe welders) or AWS D1.1 (plate welders). Welders shall present a copy of their certification to the City prior to performing any field welding.

- J. Prior to butt-strap welding, the pipe and pipe joint shall be properly positioned in the trench using line-up damps so that, in the finished joint, the abutting pipe sections shall not be misaligned by more than 1.59 mm (1/16").
- K. The pipe ends shall be cut straight on joints where butt straps are used for realignment, adjustment, or deflection, and fillet welds shall be made as indicated.
- L. Inspection of Field Welded Joints:
 - 1. The City shall arrange for the welds to be inspected. The Contractor shall request inspection of welds as soon as possible following the completion of the welds.
 - 2. The Contractor shall coordinate and supply ventilation, lighting, and other equipment deemed necessary for inspection. The Contractor shall be responsible for providing safe entry into and out of the trench, safety of inspection personal, traffic control and other safety precautions deemed necessary for the inspections.

3.06 INTERIOR JOINT FINISH - PIPE LESS THAN 600 MM (24")

Complete interior mortar joints for pipe sizes less than 600 mm (24") by drawing through a tight-fitting swab or squeegee. Coat the face of the cement mortar lining at the bell with a sufficient amount of stiff cement mortar to fill the gap. Immediately after joining the pipes, draw the swab through the pipe to remove all excess mortar and expel it from the open pipe end. Do not move the pipe after the swab has been pulled past the joint. See requirements under "Field Welded Joints" for these joints requiring welding.

3.07 INTERIOR JOINT FINISH - PIPE 600 MM (24") AND LARGER

- A. Complete interior mortar joints for pipe sizes 600 mm (24") and larger by the trowel method. Prior to applying interior mortar at the joints all backfill in the area shall be completed. After cleaning the interior joint, pack cement mortar into each joint. Finish the surface with a steel trowel to a smooth finish and equal thickness to match the adjoining pipe mortar.
- B. Where more than a 100 mm (4") joint strip of mortar is required, place galvanized welded wire mesh reinforcement in 50 mm x 100 mm (2" x 4") pattern of No. 13 gauge over the exposed steel. Install the mesh so that the wires on the 50 mm (2") spacing direction run circumferentially around the pipe. Crimp the wires on the 100 mm (4") spacing to support the mesh 9.5 mm (3/8") from the metal surface. Steel-trowel finish the interior mortar to match adjoining mortar-lined pipe sections.

3.08 EXTERIOR JOINT FINISH

- A. The outside annular space between pipe sections shall be completely filled with grout formed by the use of polyethylene foam-lined fabric bands. The grout space shall be flushed with water prior to filling so that the surfaces of the joint to be in contact with the grout will be thoroughly moistened when the grout is poured. The joint shall be filled with grout by pouring from one side only. Grout shall be rodded with a wire or other

flexible rod or vibrated so that the grout completely fills the joint recess by moving down one side of the pipe, around the bottom of the pipe and up the opposite side. Pouring and rodding the grout shall be continued to allow completion of the filling of the entire joint recess in one operation. Care shall be taken to leave no unfilled space. Grouting of the outside joint spaces shall be kept as close behind the laying of the pipe as possible except that in no case shall grouting be closer than three joints of the pipe being laid.

- B. The grout bands or heavy-duty diapers shall be polyethylene foam-lined fabric with steel strapping of sufficient strength to hold the fresh mortar, resist nodding of the mortar, and allow excess water to escape. The foam plastic shall be 100 percent closed cell, chemically inert, insoluble in water and resistant to acids, alkalis and solvents. Foam Plastic shall be Dow Chemical Company, Ethafoam 222, or equal.

The fabric backing shall be cut and sewn into 224 mm (9") wide strips with slots for the steel strapping on the outer edges. The polyethylene foam shall be cut into strips 150 mm (6") wide and slit to a thickness of 6.35 mm (¼") that will expose a hollow or open-cell surface on one side. The foam liner shall be attached to the fabric backing with the open or hollow cells facing towards the pipe. The foam strip shall cover the full interior circumference of the grout band with sufficient length to permit a 200 mm (8") overlap of the foam at or near the top of the pipe joint. Splices to provide continuity of the material will be permitted. The polyethylene foam material shall be protected from direct sunlight.

The polyethylene foam-lined grout band shall be centered over the joint space with approximately equal widths extending over each pipe end and securely attached to the pipe with the steel straps. After filling the exterior joint space with grout, the flaps shall be closed and overlapped in a manner that fully encloses the grout with polyethylene foam. The grout band shall remain in position on the pipe joint.

3.09 BUTT STRAP JOINTS

Butt strap closure joints shall be installed where shown on the Approved Plans in accordance with AWWA C206.

- A. Butt straps shall be field welded to the outside plain end of the pipe along both edges with a full circumferential weld. A minimum of two weld passes shall be used.
- B. The interior of the joints shall be filled with a rapid-set mortar and finished off smoothly to match the pipe interior diameter.
- C. Clean the butt strap with a wire brush and apply a cement and water wash coat prior to applying cement mortar.
- D. Galvanized wire mesh, 50 mm x 100 mm (2" x 4") x No. 13 gauge shall be installed to the exterior of the joint prior to applying the mortar coating.
- E. Coat the exterior of the closure assemblies with mortar to cover all steel with a minimum of 32 mm (1¼").

- F. Seal weld the steel plug to the hand hole after the interior of the joint has been inspected and approved by the City.

3.10 FLANGED CONNECTIONS

Flanged connections shall be installed where indicated on the Approved Plans.

- A. Bolt holes shall straddle the horizontal and vertical centerlines.
- B. The bolts, nuts and flange faces shall be thoroughly cleaned by wire brush prior to assembly.
- C. Bolts and nuts shall be lubricated with a City-approved anti-seize compound.
- D. Nuts shall be tightened in an alternating "star" pattern to the manufacturer's recommended torque.
- E. Slip-on type flanges intended for field fit-up and welding shall be welded inside and outside in accordance with AWWA C207.
- F. Coat the exterior of exposed flanges, bolts and nuts in accordance with Section 09900.

3.11 FLANGED COUPLING ADAPTERS

Flanged coupling adapters shall be installed in accordance with the manufacturer's recommendations. Bolts shall be tightened with a torque wrench in the presence of the City to the torque recommended by the manufacturer.

3.12 CONCRETE

Where required, concrete thrust and anchor blocks shall be installed in accordance with Water Systems Standard Specifications and as shown on the Approved Plans.

3.13 WARNING/IDENTIFICATION TAPE

Warning/Identification Tape shall be installed in accordance with the Water Systems Standard Specifications.

3.14 DISINFECTION AND BACTERIOLOGICAL TESTING

Disinfection, bacteriological testing, and flushing shall be performed in accordance with Section 15141.

3.15 HYDROSTATIC TESTING

Field hydrostatic testing shall be performed in accordance with Section 15144.

3.16 FIELD PAINTING AND COATING

- A. Exterior surfaces of all pipe and appurtenances not otherwise mortar-coated shall be field painted in accordance with Section 09900.
- B. Areas in contact with potable water such plain ends of pipe, grooved and shouldered ends of pipe and exposed inside surfaces of threaded outlets and blind flanges shall be coated in accordance with Section 09900.

END OF SECTION

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A PRODUCT SHEET OF NEPTUNE TECHNOLOGY GROUP

T-10[®] METER

SIZES: 1 ½" and 2"



Every Neptune[®] T-10[®] water meter meets or exceeds the latest AWWA C700 Standard. Its nutating disc, positive displacement principle has been time-proven for accuracy and dependability since 1892, ensuring maximum utility revenue.

The T-10 water meter consists of three major assemblies: a register, a lead free, high-copper alloy maincase, and a nutating disc measuring chamber.

The T-10 meter is available with a variety of register types. For reading convenience, the register can be mounted in one of four positions on the meter.

The corrosion-resistant maincase will withstand harsh service conditions: internal water pressure, rough handling, and in-line piping stress.

The innovative floating chamber design of the nutating disc measuring element protects the chamber from frost damage while the unique chamber seal extends the low-flow accuracy by sealing the chamber outlet port to the maincase outlet port. The nutating disc measuring element utilizes corrosion-resistant materials throughout and a thrust roller to minimize wear.

KEY FEATURES

Register

- Magnetic-driven, low-torque registration ensures accuracy
- Impact-resistant register
- High-resolution, low-flow leak detection
- Bayonet-style register mount allows in-line serviceability
- Tamperproof seal pin deters theft
- Date of manufacture, size, and model stamped on dial face

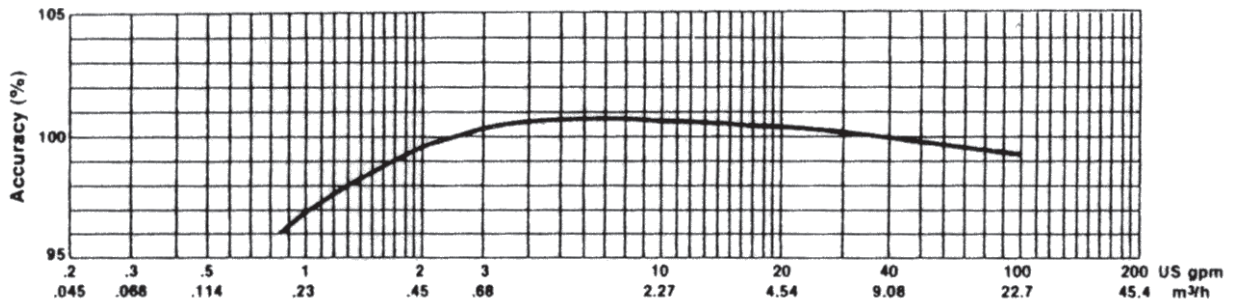
Lead Free Maincase

- Made from lead free, high-copper alloy
- NSF/ANSI 61 Certified
- NSF/ANSI 372 Certified
- Lifetime guarantee
- Resists internal pressure stresses and external damage
- Handles in-line piping variations and stresses
- Provides residual value vs. plastic
- Electrical grounding continuity

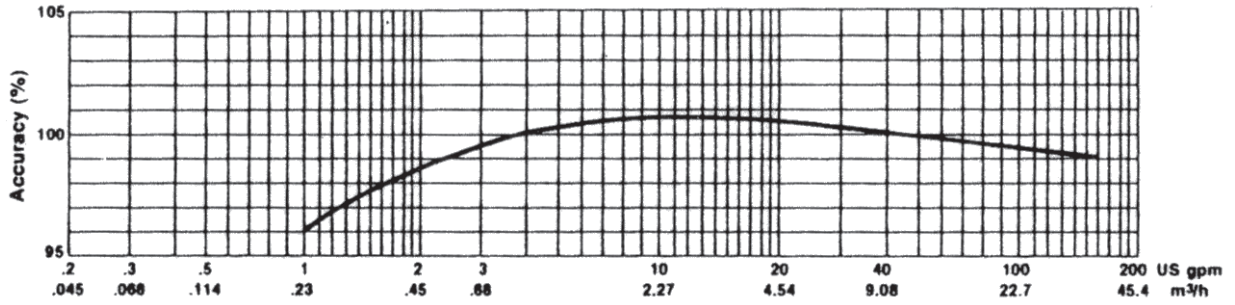
Nutating Disc Measuring Chamber

- Positive displacement
- Widest effective flow range for maximum revenue
- Proprietary polymer materials maximize long-term accuracy
- Floating chamber design is unaffected by in-line piping stresses

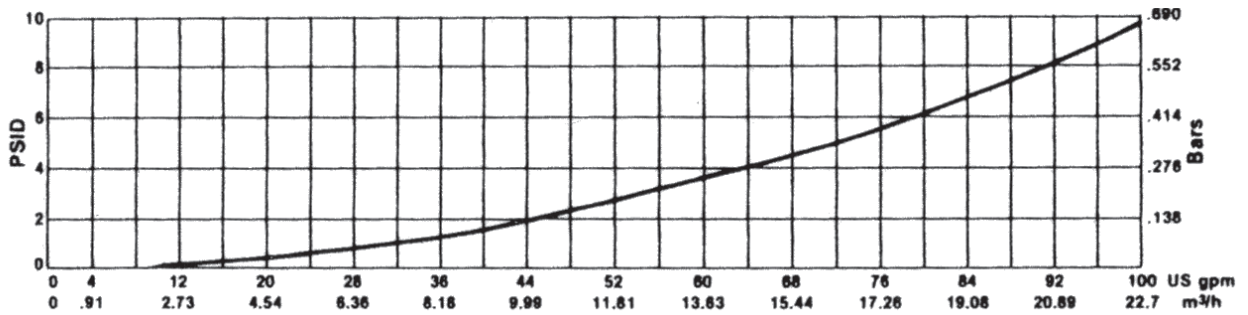
1 1/2" Accuracy



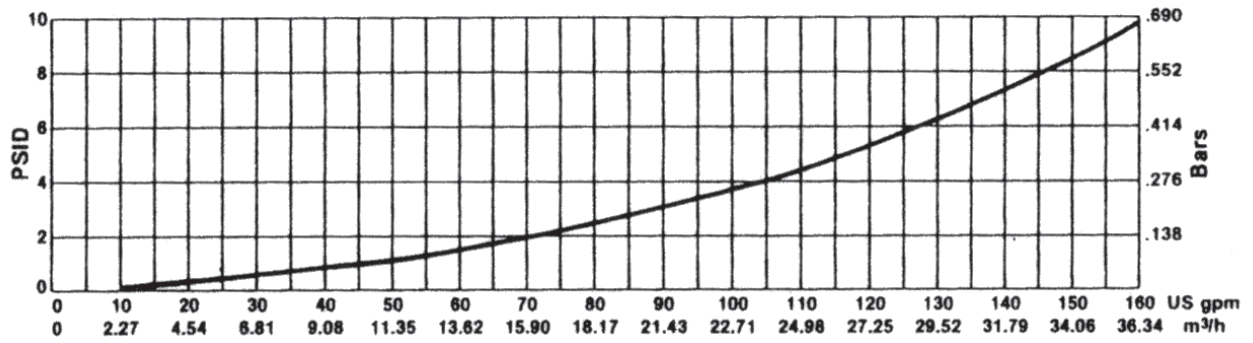
2" Accuracy



1 1/2" Pressure Loss



2" Pressure Loss



These charts show typical meter performance. Individual results may vary.

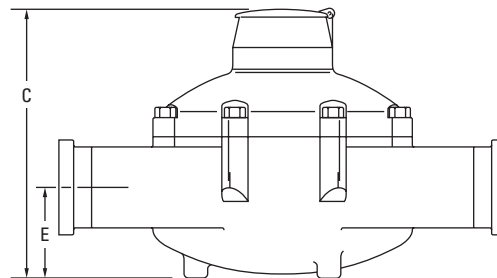
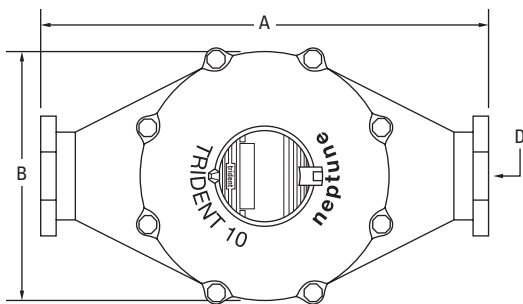
Operating Characteristics

Meter Size	Normal Operating Range @100% Accuracy (±1.5%)	AWWA Standard	Low Flow @ 95% Accuracy
1 1/2"	2 to 100 US gpm 0.46 to 22.73 m ³ /h	5 to 100 US gpm 1.1 to 22.7 m ³ /h	3/4 US gpm 0.17 m ³ /h
2"	2 1/2 to 160 US gpm 0.57 to 36.36 m ³ /h	8 to 160 US gpm 1.8 to 36.3 m ³ /h	1 US gpm 0.23 m ³ /h

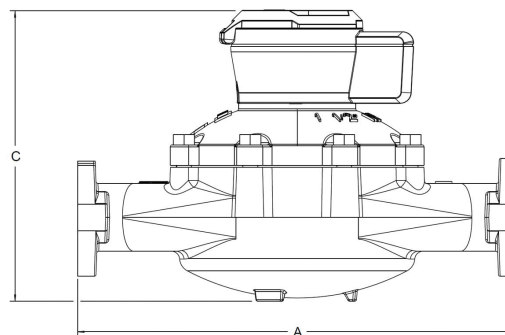
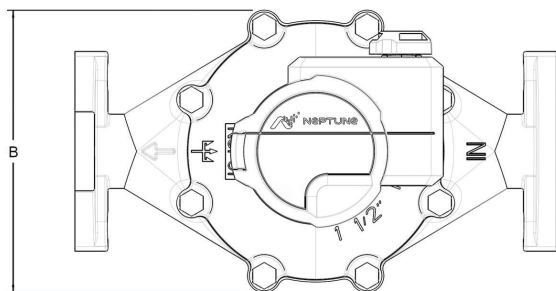
Dimensions

Meter Size	A in/mm	B in/mm	C-Std. in/mm	C-ARB in/mm	C-E-CODER®) R900i™ or ProCoder™) R900i™	D-Threads per inch	D-Thread Type	E in/mm	Weight lbs/kg
1 1/2" Screw End	12 5/8 321	8 1/16 205	8 1/8 206	8 13/16 220.3	8 3/8 213	11 1/2	1 1/2 NPT	2 9/16 65	31 14.1
1 1/2" Flanged End	13 330	8 1/16 205	8 1/8 206	8 13/16 220.3	8 3/8 213	—	—	2 9/16 65	35 15.9
2" Screw End	15 1/4 387	9 7/16 240	9 5/16 237	9 15/16 248.4	9 1/2 241	11 1/2	2" NPT	3 1/8 79	40 18.1
2" Flanged End	17 432	9 7/16 240	9 5/16 237	9 15/16 248.4	9 1/2 241	—	—	3 1/8 79	44 20.0

T-10 With Standard Register



T-10 With E-CODER®)R900i™ or ProCoder™)R900i™ Pit Register



Guaranteed Compatibility

All T-10 meters are guaranteed adaptable to our ProRead™, ProCoder™, E-CODER®, E-CODER®)R900i™, E-CODER®)R450i™, ProCoder™)R900i™, TRICON®/S, TRICON/E®3, and Neptune Utility Systems™ without removing the meter from service.

Registration

ProRead Registration (per sweep hand revolution)		1 ½"	2"
100	US Gallons	✓	✓
100	Imperial Gallons	✓	✓
10	Cubic Feet	✓	✓
1	Cubic Metre		✓
.01	Cubic Metre	✓	
Register Capacity ProRead, ProCoder, and E-CODER		1 ½"	2"
100,000,000	US Gallons	✓	✓
100,000,000	Imperial Gallons	✓	✓
10,000,000	Cubic Feet	✓	✓
100,000	Cubic Metres	✓*	
1,000,000	Cubic Metres	✓**	✓
E-CODER High Resolution (8-digit reading)		1 ½"	2"
1	US Gallons	✓	✓
1	Imperial Gallons	✓	✓
0.1	Cubic Feet	✓	✓
0.01	Cubic Metres		✓
0.001	Cubic Metres	✓	
ProCoder High Resolution (8-digit reading)		1 ½"	2"
1	US Gallons	✓	✓
1	Imperial Gallons	✓	✓
0.1	Cubic Feet	✓	✓
0.01	Cubic Metres	✓	✓

*ProRead and E-CODER only **ProCoder only

Specifications

Certification

- NSF/ANSI 61, NSF/ANSI 372

Application

- Cold water measurement of flow in one direction

Maximum Operating Water Pressure

- 150 psi (1,034 kPa)

Maximum Operating Water Temperature

- 80°F

Measuring Chamber

- Nutating disc technology design made from proprietary synthetic polymer

Options

Sizes

- 1 ½" flanged or threaded end
- 2" flanged or threaded end

Units of Measure

- U.S. gallons, imperial gallons, cubic feet, cubic metres

Register Types

- ProCoder, E-CODER, E-CODER)R900i, ProCoder)R900i

Measuring Chamber

- Synthetic polymer

Companion Flanges

- Lead free, high-copper alloy

Environmental Conditions

- Operating temperature: +33°F to +149°F (0°C to +65°C)
- Storage temperature: +33°F to +158°F (0°C to +70°C)

Test Ports

- 1" (optional)

Warranty

Neptune provides a limited warranty for performance, materials, and workmanship. See warranty statement for details.



#winyourday
neptunetg.com

Neptune Technology Group
1600 Alabama Highway 229
Tallahassee, AL 36078
800-633-8754 f 334-283-7293



A PRODUCT SHEET OF NEPTUNE TECHNOLOGY GROUP

T-10 Meter

SIZES $\frac{5}{8}$ ", $\frac{3}{4}$ ", AND 1"

Every T-10® water meter meets or exceeds the latest AWWA C700 Standard. Its nutating disc, positive displacement principle has been time-proven for accuracy and dependability since 1892, ensuring maximum utility revenue.

The T-10 water meter consists of three major assemblies: a register, a lead free, high-copper alloy maincase, and a nutating disc measuring chamber.

The T-10 meter is available with a variety of register types. For reading convenience, the register can be mounted in one of four positions on the meter.

The corrosion-resistant maincase will withstand harsh service conditions; internal water pressure, rough handling, and in-line piping stress.

The innovative floating chamber design of the nutating disc measuring element is unaffected by meter position of in-line piping stresses while the unique chamber seal extends the low-flow accuracy by sealing the chamber outlet port to the maincase outlet port. The nutating disc measuring element utilizes corrosion-resistant materials throughout and a thrust roller to minimize wear.



KEY FEATURES

REGISTER

Magnetic-driven, low-torque registration ensures accuracy

Impact-resistant register

High-resolution, low-flow leak detection

Bayonet-style register mount allows in-line serviceability

Tamperproof seal pin deters theft

Date of manufacture, size, and model stamped on dial face

LEAD FREE MAINCASE

NSF/ANSI 372, NSF/ANSI 61

Lifetime guarantee

Resists internal pressure stresses and external damage

Handles in-line piping variations and stresses

Provides residual value vs. plastic or composite

Electrical grounding continuity

NUTATING DISC MEASURING CHAMBER

Positive displacement

Widest effective flow range for maximum revenue

Proprietary polymer materials maximize long-term accuracy

Floating chamber design is unaffected by in-line piping stresses

Specifications

- NSF/ANSI 372, NSF/ANSI 61
- National Type Evaluation Program (NTEP) certification

Application

- Cold water measurement of flow in one direction in residential service applications

Maximum Operating Water Pressure

- 150 psi (1034 kPa)

Maximum Operating Water Temperature

- 80°F

Measuring Chamber

- Nutating disc technology design made from proprietary synthetic polymer

Options

Sizes

- 5/8", 5/8" x 3/4"
- 3/4", 3/4" SL, 3/4" x 1"
- 1", 1" x 1 1/4"

Units of Measure:

- U.S. gallons, imperial gallons, cubic feet, cubic metres

Register Types

- Direct reading: bronze box and cover (standard)

Remote Reading:

- ProCoder™, E-CODER®, E-CODER®R900i™, ProCoder™R900i™

Bottom Caps

- Synthetic polymer (5/8" only)
- Cast iron
- Lead free, high-copper alloy

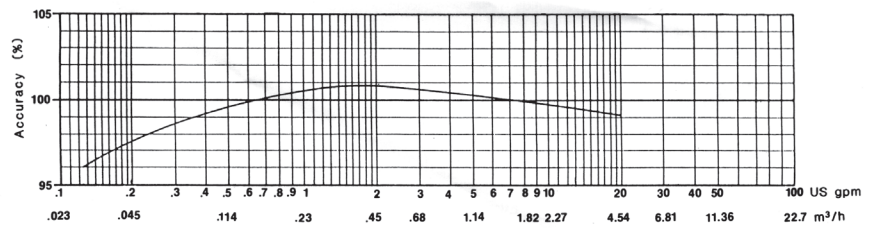
Connections

- Lead free, high-copper alloy, straight or bent

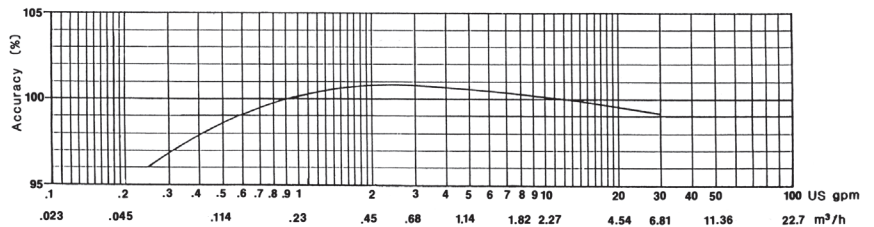
Environmental Conditions

- Operating temperature: +33° F to +149° F (0° C to +65° C)
- Storage temperature: +33° F to +158° F (0° C to +70° C)

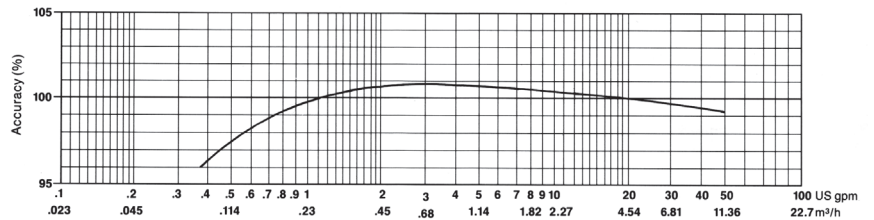
5/8" ACCURACY



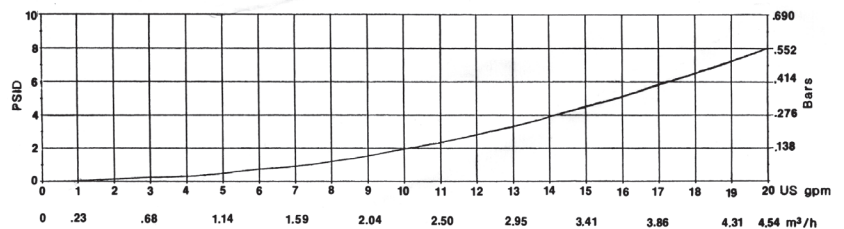
3/4" ACCURACY



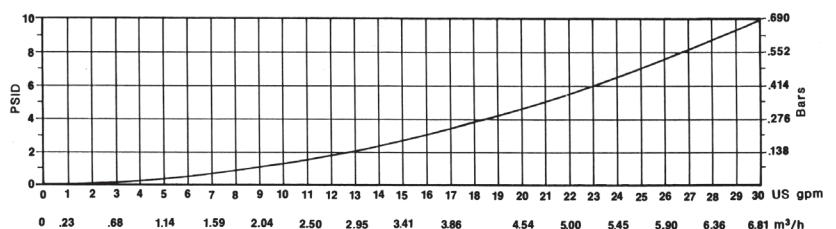
1" ACCURACY



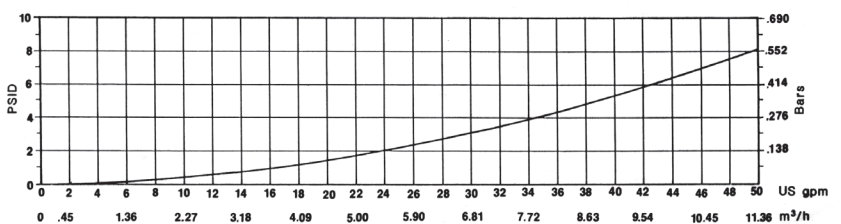
5/8" PRESSURE LOSS



3/4" PRESSURE LOSS



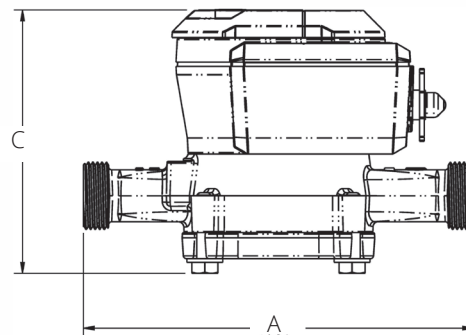
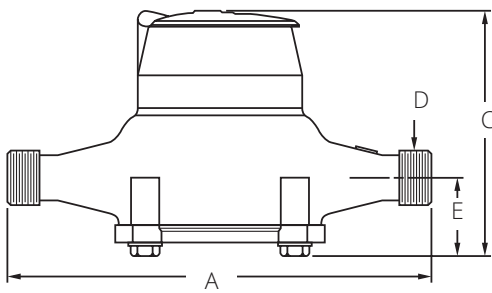
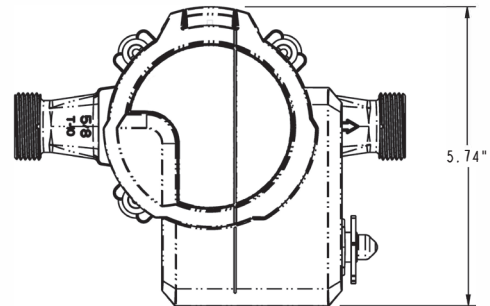
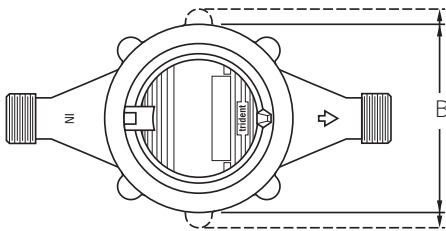
1" PRESSURE LOSS



These charts show typical meter performance. Individual results may vary.
796 of 976

Dimensions

Meter Size	A	B	C					D-	E-	Weight lbs/kg
	in/mm	in/mm	Std. in/mm	ARB in/mm	ProCoder™ or E-CODER®	ProCoder™) R900i™ or ProCoder™) R450i™	E-CODER®) R900i™ or E-CODER®) R450i™	NPSM Thread	in/mm	
5/8"	7 1/2 191	3 5/8 92	4 3/8 111	5 1/4 133	5 1/4 133	5 1/4 133	5 1/4 133	3/4" - 14"	1 1/2 38	3 1/4 1.4
5/8" x 3/4"	7 1/2 191	3 5/8 92	4 3/8 111	5 1/4 133	5 1/4 133	5 1/4 133	5 1/4 133	1" - 11 1/2"	1 1/2 38	3 3/8 1.5
Pre 2011 5/8"	7 1/2 191	3 5/8 92	4 7/8 124	5 1/2 146	5 1/2 139	5 1/2 139	5 1/2 139	3/4" - 14"	1 5/8 41	3 3/4 1.7
Pre 2011 5/8" x 3/4"	7 1/2 191	3 5/8 92	4 7/8 124	5 1/2 146	5 1/2 139	5 1/2 139	5 1/2 139	1" - 11 1/2"	1 5/8 41	4 1.8
3/4"	9 229	4 3/8 111	5 1/2 140	6 1/4 159	6 1/4 159	6 1/4 159	6 1/4 159	1" - 11 1/2"	1 7/8 48	6 2.7
3/4" SL	7 1/2 191	4 3/8 111	5 1/2 140	6 1/4 159	6 1/4 159	6 1/4 159	6 1/4 159	1" - 11 1/2"	1 7/8 48	5 1/2 2.5
3/4" x 1"	9 229	4 3/8 111	5 1/2 140	6 1/4 159	6 1/4 159	6 1/4 159	6 1/4 159	1 1/4" - 11 1/2"	1 7/8 48	6 1/2 2.9
1"	10 3/4 273	6 1/2 165	6 3/8 162	7 178	7 178	7 178	7 178	1 1/4" - 11 1/2"	2 1/8 54	9 3/4 4.4
1" x 1 1/4"	10 3/4 273	6 1/2 165	6 3/8 162	7 178	7 178	7 178	7 178	1 1/2" - 11 1/2"	2 1/8 54	10 1/4 4.6



Operating Characteristics

Meter Size	Normal Operating Range @ 100% Accuracy (+/- 1.5%)	AWWA Standard	Low Flow @ 95% Accuracy
5/8"	1/2 to 20 US gpm 0.11 to 4.55 m ³ /h	1 to 20 US gpm 0.23 to 4.5 m ³ /h	1/8 US gpm 0.03 m ³ /h
3/4"	3/4 to 30 US gpm 0.17 to 6.82 m ³ /h	2 to 30 US gpm 0.45 to 6.8 m ³ /h	1/4 US gpm 0.06 m ³ /h
1"	1 to 50 US gpm 0.23 to 11.36 m ³ /h	3 to 50 US gpm 0.68 to 11.4 m ³ /h	3/8 US gpm 0.09 m ³ /h

Registration

ProRead Registration (per sweep hand revolution)		5/8"	3/4" & 1"
10	US Gallons	√	√
10	Imperial Gallons	√	√
1	Cubic Foot	√	√
0.1	Cubic Metre	√	√
Register Capacity ProRead, ProCoder, and E-CODER		5/8"	3/4" & 1"
10,000,000	US Gallons	√	√
10,000,000	Imperial Gallons	√	√
1,000,000	Cubic Feet	√	√
100,000	Cubic Metres	√	√
ProCoder and E-CODER High Resolution (8-digit reading)		5/8"	3/4" & 1"
0.1	US Gallons	√	√
0.1	Imperial Gallons	√	√
0.01	Cubic Feet	√	√
0.001	Cubic Metres	√	√

Warranty

Neptune® provides a limited warranty for performance, materials, and workmanship. See warranty statement for details.

Guaranteed Compatibility

All T-10 water meters are guaranteed adaptable to our ProRead™, AutoDetect, ProCoder™, E-CODER®, E-CODER®)R900i™, E-CODER®)R450i™, ProCoder™)R900i™, TRICON®/S, TRICON/E®3, and Neptune meter reading systems without removing the meter from service.



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APPENDIX

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APPENDIX A
CHECKLIST OF LABOR LAW REQUIREMENTS

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CHECKLIST OF LABOR LAW REQUIREMENTS TO REVIEW AT JOB CONFERENCE MEETINGS

Name (print) _____ Date _____

Company _____ Project _____

The Federal and State labor law requirements applicable to the contract are composed of, but not limited to, the following:

1. Payment of Prevailing Wage Rates

The contractor to whom the contract is awarded and its subcontractors hired for the public works project are required to pay not less than the specified general prevailing wage rates to all workers employed in the execution of the contract. The contractor is responsible for ascertaining and complying with all current general prevailing wage rates for crafts and any rate changes that occur during the life of the contract. Information on all prevailing wage rates and all rate changes are to be posted at the job site for all workers to view.

2. Apprentices

It is the duty of the contractor and subcontractors to employ registered apprentices on the public works project under Labor Code Section 1777.5.

3. Penalties

There are penalties required for contractor's/subcontractor's failure to pay prevailing wages and for failure to employ apprentices, including forfeitures and debarment under Labor Code Sections 1775; 1776; 1777.1; 1777.7 and 1813.

4. Certified Payroll Reports

Under Labor Code Section 1776, contractors and subcontractors are required to keep accurate payroll records showing the name, address, social security number and work classification of each employee and owner performing work; also the straight time and overtime hours worked each day and each week, the fringe benefits, and, the actual per diem wage paid to each owner, journey person, apprentice worker or other employee hired in connection with the public works project. Employee payroll records shall be certified and shall be made available for inspection at all reasonable hours at the principal office of the contractor/subcontractor, or shall be furnished to any employee, or his/her authorized representative on request, pursuant to Labor Code Section 1776. Each contractor and subcontractor shall submit its weekly certified payroll reports to the LCR from the agency no less than weekly or within ten days of request. In the event that there has been no work performed during a given week, the certified payroll report shall be annotated: "No work" for that week. Under Labor Code Section 1776(h) there are penalties required for contractor's/ subcontractor's failure to maintain and submit copies of certified payroll records on request. **For projects bidding after April 1, all contractors will need to upload their certified payroll to the Department of Labor Standards Enforcement website. Effective Jan. 1, 2016, ALL projects will require contractors to upload all certified payroll. This requirement is in addition to the request for payrolls by the City of Redlands;

5. Nondiscrimination in Employment

There exist prohibitions against employment discrimination under Labor Code Sections 1735 and 1777.6, the Government Code, the Public Contracts Code, and Title VII of the Civil Rights Act of 1964.

6. Kickbacks Prohibited

Contractors and subcontractors are prohibited from recapturing wages illegally or extracting "kickbacks" from employee wages under Labor Code Section 1778.

7. Acceptance of Fees Prohibited

There exists a prohibition against contractor/subcontractor acceptance of fees for registering any person for public work under Labor Code Section 1779; or for filling work orders on public works contracts pursuant to Labor Code Section 1780.

8. Listing of Subcontractors

All prime contractors are required to list properly all subcontractors hired to perform work on the public works projects covering more than one-half of one percent, pursuant to Government Code 4100 et seq.

9. Properly Licensed and Registered

Contractors are required to be licensed properly and to require that all subcontractors be properly licensed. Penalties are required for employing workers while unlicensed under Labor Code Section 1021 and under the California Contractor License Law found at Business and Professions Code Section 7000 et seq. Contractors and subcontractors are also required to be registered with the Division of Labor Standards Enforcement to work on public works projects in California. Requirements for registration and penalties for not being registered are found in Labor Code 1773.3.

10. Unfair Competition Prohibited

Contractors and subcontractors are prohibited from engaging in unfair competition as specified under Business and Professions Code Sections 17200 to 17208.

11. Workers Compensation Insurance

Labor Code 1861 requires contractors and subcontractors be insured properly for workers compensation.

12. OSHA

Contractors and subcontractors are required to abide by the Occupational, Safety and Health laws and regulations that apply to the particular construction project.

13. Undocumented Workers

Contractors and subcontractors are prohibited by the Federal government against hiring undocumented workers, and must secure proof of eligibility/citizenship from all workers.

14. Itemized Wage Statements

Contractors and subcontractors must provide itemized wage statements to employees per Labor Code 226.

In accordance with Federal and State laws and with the awarding agency contract documents, the undersigned prime contractor wishes to assure the City of Redlands that it intends to comply with the above-referenced labor law requirements, fully understanding that failure to comply with the above requirements may subject it to penalties as provided above.

Contractor

City of Redlands

Name Printed

Name Printed

Signature

Signature

Title

Title

Redlands Regular Meeting of 02-17-26
Date

Date



IMPORTANT NOTICE

New Requirements for Contractors Working on California Public Works / Prevailing Wage Projects

Significant changes in prevailing wage law have recently been made that affect all contractors working on Public Works Projects within California. Please note the following important information:

CONTRACTOR REGISTRATION REQUIREMENT

By April 1, 2015, all contractors must be registered with the Division of Labor Standards Enforcement (DLSE) to work on public works projects in California.

WHO must register?

All contractors and subcontractors working on public works projects in California must be registered. This includes prime contractors, subcontractors and sole owner/operators- everyone performing labor on a public works project.

WHEN is registration required?

Contractors must be registered with the DLSE to bid on all public works projects that bid after March 1, 2015. All contractors working on public works projects must be registered by April 1, 2015. Registration is valid until June 30 of each year and may be renewed annually. Registrations are currently being accepted.

WHERE do I register?

Registration is done online at:

<https://efiling.dir.ca.gov/PWCR/ActionServlet?action=displayPWCRRegistrationForm>

HOW MUCH is the fee?

Contractor registration fee is currently set at \$300 but may increase each year. This fee shall be paid during the initial registration and each annual renewal.

DO I qualify for registration?

Contractors will need to meet minimum qualification standards to be registered. These include:

- Be properly licensed with the Contractors State License Board for your trade.
- Provide evidence of workers compensation insurance (if applicable).
- Be in good standing (Have no outstanding liabilities for wages, damages, penalties due to an employee or the State, may not be under State or Federal debarment).

WHAT happens if I don't register?

Unregistered contractors working on or bidding for public works projects will be subject to an immediate \$2,000 fine and the \$300 registration fee to continue working on the project. Unregistered contractors may be removed from the project by the Awarding Agency. Contractors found working on public works projects without being registered also risk not being approved for registration by DLSE.

ELECTRONIC CERTIFIED PAYROLL REPORTING REQUIREMENTS

Prevailing wage law has been changed to require contractors to submit certified payrolls electronically to the DLSE.

WHO is required to submit certified payrolls?

All contractors, subcontractors and sole owner/operators will be required to submit certified payrolls electronically to the DLSE.

WHEN do I need to submit certified payrolls electronically?

If your project is awarded after April 1, 2015, electronic payroll submission is required immediately. Otherwise, electronic payroll submission will be required for all projects awarded on or after January 1, 2016.

WHERE do I submit my certified payrolls?

For now, certified payrolls can be submitted by contractors to the DLSE at: <https://apps.dir.ca.gov/ecpr/DAS/AltLogin> This website address will change when the DLSE implements their online electronic database system which still has not been developed. Alliant will notify contractors when this system is available.

DO I still need to submit hard copy certified payrolls?

The City of Redlands will still require hard copy submission of certified payroll reports per your contract. The requirement to submit certified payrolls electronically to the DLSE does not replace the requirement for contractors to submit payrolls to the City of Redlands.

Contact the City of Redlands regarding any questions you may have regarding the new requirements for contractor registration or online submission of certified payroll: (909) 798-7698.

PUBLIC WORKS CONTRACT AWARD INFORMATION (DAS-140)

This is not a request for dispatch of apprentices.

Contract award information must be sent to your Apprenticeship Committee if you are approved to train. If you are not approved to train, you must send the information (which may be this form) to ALL applicable Apprenticeship Committees in your craft or trade in the area of the site of the public work. Go to: <http://www.dir.ca.gov/das/PublicWorksForms.htm> for information about programs in your area and trade. The information shall be provided to the applicable apprenticeship committee within ten (10) days of the date of the execution of the prime contract or subcontract, but in no event later than the first day in which the contractor has workers employed upon the public work.

Do not send this form to the Division of Apprenticeship Standards.

NAME OF YOUR COMPANY	CONTRACTORS STATE LICENSE NO.
MAILING ADDRESS-NUMBER & STREET, CITY, ZIP CODE	AREA CODE & TELEPHONE NO.
NAME AND ADDRESS OF PUBLIC WORKS PROJECT	DATE YOUR CONTRACT WAS EXECUTED
	DATE OF EXPECTED/ACTUAL START OF PROJECT
NAME & ADDRESS OF PUBLIC AGENCY AWARDED CONTRACT	ESTIMATED NUMBER OF JOURNEYMAN HOURS
	OCCUPATION OF APPRENTICE
THIS FORM IS BEING SENT TO: (NAME AND ADDRESS OF APPRENTICESHIP PROGRAM(S))	ESTIMATED NUMBER OF APPRENTICE HOURS
	APPROXIMATE/ACTUAL DATES TO BE EMPLOYED

This is not a request for dispatch of apprentices.

Contractors must make a separate request for actual dispatch, in accordance with Section 230.1(a) California Code of Regulations

Check One of the Boxes Below

1. We are already approved to train apprentices by the _____ Apprenticeship Committee. We will employ and train under their standards. (Enter name of Committee)

2. We will comply with the standards of _____ Apprenticeship Committee for the duration of this job only. (Enter name of Committee)

3. We will employ and train apprentices in accordance with the California Apprenticeship Council regulations, including § 230.1 (c) which requires that apprentices employed on public projects can only be assigned to perform work of the craft or trade to which the apprentice is registered and that the apprentices must at all times work with or under the direct supervision of journeyman/men.

Signature Date

Typed Name

Title

DAS-140 FORM - PUBLIC WORKS CONTRACT AWARD INFORMATION

(Title 8, California Code of Regulations, Section 230)

(California Labor Code, Section 1777.5 (e))

SUBMIT CONTRACT AWARD INFORMATION

Prior to commencing work on a contract for Public Works **every** Contractor shall provide contract award information to the apprenticeship committee for each applicable apprenticeable craft or trade in the area of the site of the public works project that has approved the contractor to train apprentices. Contractors who are not already approved to train by an apprenticeship program sponsor shall provide contract award information to **all** of the applicable apprenticeship committees whose geographic area of operation includes the area of the public works project. This contract award information shall be in writing on a DAS Form 140, Public Works Contract Award Information or a letter which includes the following information:

- (1) Contractor's name, address, telephone number and state license number;
- (2) The full name and address of the public work awarding agency;
- (3) The exact location of the public work site;
- (4) Date of the contract award;
- (5) Expected start date of the work;
- (6) Estimated journeyman hours;
- (7) Occupation of Apprentice;
- (8) Approximate number of apprentices to be employed; and
- (9) Approximate dates apprentices will be employed.

This information shall be provided to the applicable apprenticeship committee within ten (10) days of the date of the execution of the prime contract or subcontract, but in no event later than the first day in which the contractor has workers employed upon the public work.

Failure to provide contract award information, which is known by the awarded contractor, shall be deemed to be a continuing violation for the duration of the contract, ending when a Notice of Completion is filed by the Awarding Body, for the purpose of determining the accrual of penalties under Labor Code Section 1777.7.

THE TOP SECTION OF THE FORM COMPLETELY FILLED OUT will provide the information required pursuant to California Labor Code Section 1777.5 and California Code of Regulations Section 230.1.

LOWER SECTION OF THE FORM Check an appropriate box (#1, 2 or 3) for your status.

In addition to the "ORIGINAL(S)" mailed to all applicable Apprenticeship Committees, a copy of this information shall also be submitted to the City of Redlands.

NOTE: The filing of a DAS 140 is not a request for the dispatch of registered apprentices

CONTRACTOR FRINGE BENEFIT STATEMENT

Project Name:	Project Location:	Today's Date:
Contractor / Subcontractor Name:	Business Address:	

In order that the proper Fringe Benefit rates can be verified when checking payrolls on the above contract, the hourly rates for fringe benefits, subsistence and/or travel allowance payment made for employees by the employer on the various classes of work are tabulated below. **Please Include Apprentice Rates.**

	Classification:	Effective Date:	Subsistence or Travel Pay: \$ _____
EMPLOYER PAID FRINGE BENEFITS	Health & Welfare \$ _____ hr	Paid To: Name of Plan/Fund/Program: _____ Address: _____	_____
	Pension \$ _____ hr	Paid To: Name of Plan/Fund/Program: _____ Address: _____	_____
	Vacation/Holiday \$ _____ hr	Paid To: Name of Plan/Fund/Program: _____ Address: _____	_____
	Training \$ _____ hr	Paid To: Name of Plan/Fund/Program: _____ Address: _____	_____
	Other \$ _____ hr	Paid To: Name of Plan/Fund/Program: _____ Address: _____	_____

	Classification:	Effective Date:	Subsistence or Travel Pay: \$ _____
EMPLOYER PAID FRINGE BENEFITS	Health & Welfare \$ _____ hr	Paid To: Name of Plan/Fund/Program: _____ Address: _____	_____
	Pension \$ _____ hr	Paid To: Name of Plan/Fund/Program: _____ Address: _____	_____
	Vacation/Holiday \$ _____ hr	Paid To: Name of Plan/Fund/Program: _____ Address: _____	_____
	Training \$ _____ hr	Paid To: Name of Plan/Fund/Program: _____ Address: _____	_____
	Other \$ _____ hr	Paid To: Name of Plan/Fund/Program: _____ Address: _____	_____

Supplemental statements must be submitted during the progress of the work should there be an increase or change in rates. Use additional sheets as necessary. (Attach a copy of your most recent premium transmittal (including copy of check submitted) into each of the above plans/funds/programs or a letter from the above plans/funds/programs reflecting current payment status).

I certify under penalty of perjury that fringe benefits are paid to the approved plans, funds or programs as listed above.

Print Name and Title	Signature and Date (Wet Signature Required)
----------------------	---



PUBLIC WORKS PAYROLL REPORTING FORM

NAME OF CONTRACTOR: OR SUBCONTRACTOR:		ADDRESS:														
CONTRACTOR'S LICENSE NO.:		PROJECT OR CONTRACT NO.:														
SPECIALTY LICENSE NO.:		PROJECT AND LOCATION:														
PAYROLL NO.:		WORKERS' COMPENSATION POLICY NO.:														
FOR WEEK ENDING:		(8) DEDUCTIONS, CONTRIBUTIONS AND PAYMENTS														
(1) NAME, ADDRESS AND SOCIAL SECURITY NUMBER OF EMPLOYEE	(2) NO. OF WITH- HOLDING EXEMPTIONS	(3) WORK CLASSIFICATION	(7) GROSS AMOUNT EARNED							(9) NET WGS PAID FOR WEEK	CHECK NO.					
			(4)	(5)	(6)	THIS PROJECT	ALL PROJECTS	FED. TAX	FICA (SOC. SEC.)			STATE TAX	SDI	VAC/ HOLIDAY	HEALTH & WELF.	PENSION
				DATE		HOURS WORKED EACH DAY										
				M	T	W	TH	F	S	S						
			S													
			O													
			S													
			O													
			S													
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			S													
			O													

CERTIFICATION **MUST** be completed (See reverse side)

*OTHER - Any other deductions, contributions and/or payments whether or not included or required by prevailing wage determinations must be separately listed. Use extra sheet(s) if necessary

Statement of Compliance

Date: _____

I _____, the undersigned, am the _____ with the authority to act for and on
behalf of _____ certify under penalty of perjury that the records commencing on _____ and
ending on _____ submitted herein and consisting of _____ pages are the originals, full and corrected documents, which
depict the payroll record(s) of actual disbursements by way of cash, check, or whatever form to the individual or individuals names,

- (1) That this employer has complied with the requirements of the California Labor Code Sections. 1771, 1811, and 1815 for all performed on this public works project, and that the classifications set forth therein for each trade rate conform with the work Performed.
- (2) That any apprentices employed in the above period are duly registered to a bona fide apprenticeship program registered with the State of California's Division of Apprenticeship Standards.

PAYROLL/OTHER DEDUCTIONS

- 1. I herein certify the *full* and complete Prevailing Wages were paid as currently published and posted by the Director of Industrial Relations, State of California and only deductions as authorized under the laws of the State of California or the laws of United States of America have been made from these sums.
- 2. All other deductions are clearly listed for each employee on an attachment as required by the Director of Industrial Relations, State of California.

OPTIONAL BENEFIT PLANS

I herein certify that all employee deductions for benefit plans are authorized and the employee(s) are signed up for the plan(s) and are receiving the benefit(s) of the plan(s) listed.

- WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS
In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above payroll, payment of fringe benefits as listed in the contract have or will be made to the appropriate programs for the benefit of such employees, except as noted below.
- WHERE FRINGE BENEFITS ARE PAID IN CASH
Each laborer or mechanic listed in the above payroll has been paid as indicated on the payroll, an amount not less the sum of the applicable basic hourly rate plus the amount of the required fringe benefits as listed in the determination for the craft, except as noted below,

Exception(s)

Craft	Explanation
Craft	Explanation
Craft	Explanation

Remarks

I herein certify under the penalty of perjury all of the above is true and correct as submitted.

Name	Signature
Date	Payroll #



CONTRACTOR INFORMATION SHEET

Job Name: _____ Category: _____

Prime Contractor: _____

Subcontractor: _____ License#: _____

Address: _____

Phone #: _____ Payroll Report Contact: _____

Email Address: _____

Fax #: _____ Contract Amount: _____

Estimated Start Date: _____ Estimated End Date: _____

ANTICIPATED TRADES/CLASSIFICATIONS:

_____	_____
_____	_____
_____	_____

SUB-CONTRACTORS (if applicable)

Name:	License #:	Phone/ Fax #:	Contact:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

APPENDIX B

**CITY OF REDLANDS WORKDAY CONSTRUCTION
SCHEDULE**

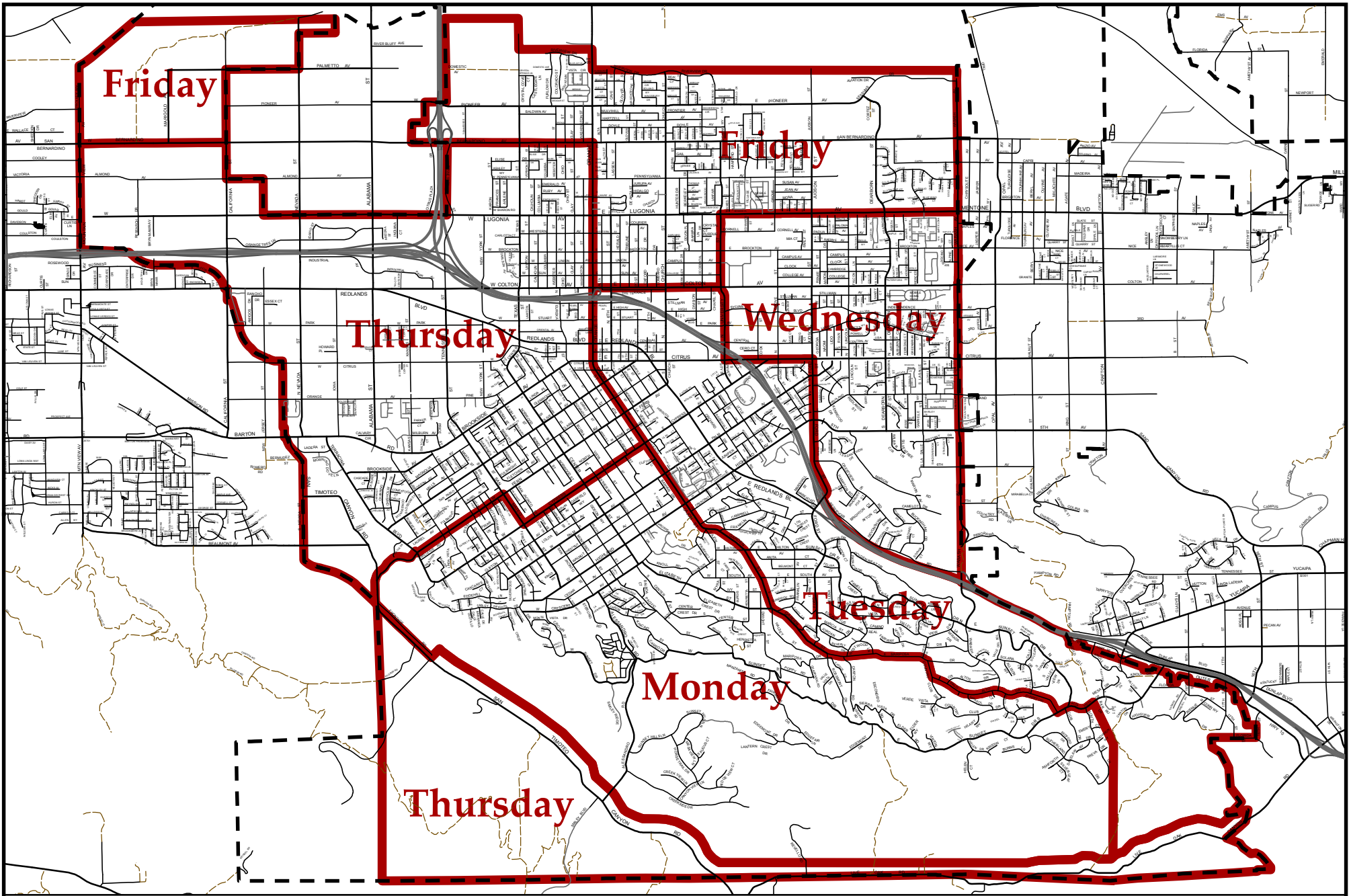
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25	26	27	28	29	30	31							88	89	90					
APRIL							MAY							JUNE						
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							151													
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							30	31												
							242	243												
OCTOBER							NOVEMBER							DECEMBER						
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				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
				274	275	276	305	306	307	308	309	310	311			335	336	337	338	339
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25	26	27	28	29	30	31	29	30					27	28	29	30	31			
298	299	300	301	302	303	304	333	334					361	362	363	364	365			

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Solid Waste Collection Days



City of **REDLANDS** "A City That Works"

Redlands Regular Meeting of 02-17-26

November 15, 2013



Scale
0 0.25 0.5 0.75 1
Miles
821 of 976

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APPENDIX C

**CITY OF REDLANDS CONTRACTOR
SAFETY PROGRAM**

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CONTRACTOR SAFETY PROGRAM

Rev. July 2024

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I. Policy

The purpose of this Contractor Safety Program (“CSP”) is to ensure, as best as reasonably possible, the protection and safety of all persons and property during construction activities undertaken by private contractors on behalf of the City of Redlands (“City”). The City has a comprehensive and structured approach in outsourcing services performed on City facilities by third-party persons and entities (“Contractor(s)”). The first phase of this comprehensive approach includes actively screening Contractors based on safety records, safety performance, and safety compliance. After the qualified Contractor is awarded a contract, the Contractor must then ensure compliance with all local, state, federal and Cal/OSHA regulations applicable to the contracted scope of work, and requirements set forth within this CSP. The Contractor, its agents, and personnel must adhere to the policies and procedures set forth by this CSP and all applicable laws and regulations.

II. Authority

California Code of Regulations, Title 8, Section 336.10 “Determination of Citable Employer”
California Code of Regulations, Title 8
“Greenbook” Standard Specifications for Public Works Construction
Redlands Municipal Code
California Building Code

III. Scope

This CSP applies to all Contractors who provide or render construction or improvement services for City-owned property and facilities.

The Contractor services covered under this CSP include, but are not limited to, the following:

- A. New construction;
- B. Remodeling;
- C. Facility maintenance or repair;
- D. Equipment installation or maintenance; and
- E. Services (i.e. janitorial, fleet operations, landscaping, etc.)

Consultants/ Professional service providers are exempt from having to submit a Safety Prequalification Questionnaire (“SPQ”), prior to the beginning of work, but they are expected to be compliant with industry best practices with regards to maintaining a safe work environment for their employees and others.

IV. Definitions

- A. **Contract** – any written agreement between the City of Redlands and a Contractor, to perform a specified scope of work on City facilities. With respect to this policy, a contract includes, but is not limited to: awarded purchase orders, bids, and/ or project contracts.
- B. **Construction Work** – construction, alteration, and/or repair, including painting and decorating.
- C. **Contractor** – a person or entity (including all personnel) awarded a contract to perform work on City property or facilities.
- D. **D.A.R.T Rate** – Injuries and illnesses severe enough to warrant: Days Away, Restrictions and Transfers. The DART rate is calculated using the following formula: Number of OSHA Recordable injuries and illnesses that resulted in Days Away x 200,000/divided by total hours worked by all employees during the year covered.

- E. **Designated Work Area** – an area where it is necessary to restrict or limit entry or access of nonessential personnel or the public. Examples include work areas involving remediation abatement, demolition, excavation, and overheadlifting.
- F. **Facilities** – any building or property owned by the City of Redlands.
- G. **Hazard** – source or situation with a potential for harm in terms of injury or health, damage to property, damage to workplace environment, or a combination of these.
- H. **Job Hazard Analysis (“JHA”)** – a technique that focuses on job tasks as a way to identify hazards before they occur. It focuses on the relationship between the worker, the task, the tools, and the work environment. The objective is to eliminate the risk or to utilize control measures to reduce the risk.
- I. **North American Industry Classification System (“NAICS”)** – is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy.
- J. **Non-compliance** – any deviation from standards, practices, processes, procedures, regulations etc. that could either directly or indirectly lead to injury or illness, property damage, damage to the workplace environment, or any combination of these criteria.
- K. **Notice of non-compliance** – form provided to the Contractor by the City alerting the contractor of non-compliance with City specifications, Cal/OSHA regulations, or any other generally accepted safe work practice.
- L. **Non-compliant hazardous work condition** – any hazard that is considered to be non-compliant with State or Federal safety and health regulations, City specifications, or any inconsistency with generally accepted work practices.
- M. **Personnel** – all Contractor employees, contractors, sub-contractors and agents provided access to City property or facilities.
- N. **Recordable Incident** – any injury or illness resulting in death, days away from work, restricted work or transfer to another job, medical treatment beyond first aid, or loss of consciousness per OSHA Section 1904.7(a).
- O. **Safety Tailgate** – informal safety meeting generally conducted at the job site prior to the commencement of a job or work shift.
- P. **Services** – any and all, labor, duties, functions and activities required to be performed by the Contractor under the contract and any subsequent addenda.

V. Responsibilities

RISK MANAGEMENT

- A. Update, maintain, and administer this CSP;
- B. Maintain centralized records of training, site visit data, written programs, tailgate meetings, permits, and all other necessary contractor related documentation;
- C. Provide technical assistance to Engineering personnel;
- D. Attend Pre-construction meetings and progress meetings as needed;
- E. Provide assistance on safety inspections as needed;
- F. Review safety submittals;
- G. Provide guidance on pre-qualification determination; and
- H. Provide training to affected city personnel with responsibilities under this program.

PROJECT MANAGER (CITY)

The Project Manager has the authority to delegate any or all portions of this CSP to subordinates, but the Project Manager will be held accountable for their compliance. The Project Manager shall contact Risk Management, as necessary, for assistance in relation to this CSP.

- A. Ensure safety hazards are addressed in a timely manner;
- B. Communicate safety concerns during pre-construction meetings and progress meetings;
- C. Inform impacted employees of construction activities scheduled in their work area;
- D. Enforce pre-qualification procedures in bidding process; and
- E. Ensure this CSP is properly executed.

INSPECTOR (CITY)

The City of Redlands construction inspector is not a safety professional and will only provide "Notice of Non-Compliance" for obvious and serious non-compliant conditions.

- A. To the best of their abilities, inspect work sites for safety hazards;
- B. Communicate safety concerns to Contractor;
- C. Provide Contractor with "Notice of Non-Compliance" when serious conditions occur or repeat violations;
- D. Collect documentation needed for construction worksites;
- E. Submit documentation to Risk Management for recordkeeping;
- F. Maintain photo documentation of safety hazards;
- G. Never enter situations that can harm or endanger himself/herself;
- H. Never use personal protective equipment (PPE) or enter situations, which they are not trained for;
- I. Contact Emergency Medical Services (911) and Risk Management in case of emergency; and
- J. Attend and communicate safety concerns in progress meetings.

EMPLOYEES (CITY)

- A. Immediately notify the Project Manager, inspector, or Risk Management of any safety related concerns at a Contractor job site; and
- B. Contact Emergency Medical Services (911) and Risk Management in case of emergency.

CONTRACTOR

Where relevant and applicable, the Contractor's responsibilities shall include:

- A. Compliance with requirements and responsibilities detailed within the Contractor Safety Program;
- B. Ensure all local regulatory requirements are met and all necessary permits are obtained before conducting work on behalf of the City;
- C. Designate a Project Safety Official by name who shall always be available to abate safety hazards;
- D. Ensure all personnel have the appropriate qualifications and training to perform the contracted work (Copies of current training documentation and certifications must be on file with the City);
- E. Inform City Project Manager or inspector of any job site safety hazards or concerns;
- F. Inform City Project Manager if any suspected asbestos-containing material is located;
- G. Conduct and submit Job Hazard Analysis (JHA) before work and as required by change of tasks;
- H. Conduct and submit Safety Tailgates on a bi-weekly basis;
- I. Provide all required PPE necessary to conduct work safely and in accordance with required local regulations;
- J. The safety of all individuals who enter worksite;
- K. Spill cleanup;
- L. Immediately report any incidents, accidents, near misses, unsafe conditions, or unsafe acts involving any jobsite personnel;

- M. Arrange for the proper storage and removal of waste generated prior to the completion of job, and provide confirmation that the materials have been removed or disposed of in a manner compliant with all applicable environmental regulations;
- N. Removing all equipment used during work activities and ensuring proper housekeeping of designated work area at the end of each workday and upon completion of the job;
- O. Contact Emergency Services (911) and Project Manager in the event of an emergency; and
- P. For the actions of their subcontractors, as they may pertain to this CSP, including their adherence to its contents and review of this document.

PROJECT SAFETY OFFICIAL (CONTRACTOR)

- A. Shall always be at the work site;
- B. Must be thoroughly familiar with the Contractor's Injury and Illness Prevention Program (IIPP) and Code of Safe Practices;
- C. Shall always be available to abate any potential safety hazards; and
- D. Shall have the authority and responsibility to shut down an unsafe operation, if necessary.

VI. Program

SAFETY PREQUALIFICATION PROCESS

- A. The safety prequalification process is intended to:
 - Provide the City with knowledge of past and current safety performance of Contractors working on City construction projects;
 - Improve Contractor compliance with City safety rules, including safe work practices required by applicable regulations and laws; and
 - Improve safety during Contractor activities.
- B. A copy of the SPQ shall be provided to each person or entity bidding on a project, as part of the bidding process.
- C. The completed questionnaire shall be returned and reviewed prior to awarding contract work, with supporting information provided as indicated by responses on the questionnaire.
- D. The SPQ shall be submitted to
35 Cajon St., Suite 4
Redlands Ca, 92373
Attention: Project Name-Contractor Name-SPQ
- E. The following criteria and information relating to the Contractor will be reviewed prior to awarding contract:
 - Contractor License;
 - Incident Rates;
 - OSHA Citations;
 - Safety Policies;
 - Safety Programs and Procedures;
 - Compliance History on City Projects; and
 - Certification Statement.
- F. Contractor must qualify in each section to be approved for the award of a contract.
- G. If a Contractor fails to pass prequalification procedure, the City has the right to disqualify the Contractor's proposal.

- H. All costs associated with compliance with City of Redlands prequalification requirements shall be at the sole expense of the Contractor.
- I. If a Contractor provides information that is later determined to be false, or improperly withholds information, the Contractor will be immediately disqualified.
- J. Any questions or information relating to filing this questionnaire may be answered by reaching:
 - Engineering: (909) 798-7698; or
 - Risk Management: (909) 798-7514

DISQUALIFICATION APPEAL PROCESS

This provision is established pursuant to Public Contract Code section 20101(d) which requires every public agency that requires prospective bidders to prequalify pursuant to the law to establish “a process that will allow prospective bidders to dispute their proposed prequalification rating prior to selection of an alternate bidder.” If the City intends to disqualify a bidder based upon the bidder’s safety record, the City will notify the bidder in writing and provide the bidder with any supporting evidence that has been received from others or adduced because of an investigation by the City. The notice of intention shall be sent by certified mail with return receipt requested or by overnight mail via a delivery service that provides online tracking which identifies the date of the prospective bidder’s receipt of the notice, and shall include notice that the bidder has the right to, and may request a hearing to rebut any evidence used as a basis for disqualification and to present evidence to the City as to why the prospective bidder should be found qualified. Requests for a hearing must be made by written request to the City within ten calendar days of the date of the prospective bidder’s receipt of the City’s notice of intention. If the bidder does not request a hearing within the time allowed, the City’s determination shall stand unchallenged and become final.

Within seven calendar days of receiving the bidder’s request for a hearing, the City shall notify the bidder in writing of the date, time and place of the hearing. The hearing shall be held no sooner than ten (10) calendar days and no later than fifteen (15) calendar days after the notice is given. The notice shall inform the bidder of its right to present testimony and documents in support of its position.

The hearing shall be conducted before the Redlands City Manager, which may be continued from time to time as reasonably determined by the City Manager but shall not exceed forty five (45) days. At the conclusion of the hearing, and after considering all testimony and documentation presented, the City Manager shall issue a written decision no later than five calendar days following the hearing. The City Manager’s decision shall be final and is not subject to further appeal to the City.

The bidder shall not be entitled to bid on any contracts with the City until it has met the safety pre-qualification standards. If the City Manager approves an appeal, the contractor will have been deemed to meet the qualification standards and it will be valid for one year. The bidder shall have the right to withdraw its application for prequalification or its appeal at any time before the City Manager’s decision becomes final. Such withdrawal will not preclude the bidder from re-applying for prequalification.

CONSTRUCTION PROJECTS

- A. After a contract is awarded, the Contractor shall maintain, throughout the duration of the project, safety measures as necessary to protect the public and workers within, or in the vicinity of, the designated work zone. This includes an evaluation of the work to be performed and the hazards likely to be encountered. Contractors are expected to follow, at a minimum, all pertinent laws, rules, and regulations for the location in which they will be working. Where applicable, Contractor Safety Programs will meet or exceed City programs/ procedures and are subject to review and approval by the City prior to contract execution.

B. Job Hazard Analysis (“JHA”)

1. Prior to a notice to proceed a JHA must be completed utilizing the City’s form, or equivalent, to assess the hazards present in the designated work area. Any information requested on the City’s form, but not stated on the equivalent form utilized, shall be provided separately with the original submission.
2. All members of the construction unit must sign the JHA to acknowledge hazard abatement procedures.
3. JHA must be kept at job site accessible to all impacted personnel.
4. Failure to follow JHA procedures may lead to termination of the contract.

C. Personal Protective Equipment (“PPE”)

1. All required PPE must be always worn during work activities.
2. All mandatory PPE must be highlighted in the JHA.
3. The Contractor shall provide PPE.
4. Failure to follow PPE guidelines may lead to termination of the contract.

D. Safety Tailgates

1. Safety Tailgate Meetings must be held on a biweekly basis for all construction projects.
2. The first meeting shall take place on Day 1, Week 1 and every other week thereafter.
3. Tailgates shall be signed by all personnel and submitted to Construction Inspector for recordkeeping.
4. Tailgate topics should be specific to the scope of work of the project.

E. Injury Reporting

1. Contractors shall immediately report injuries or accidents to the Project Manager (regardless of severity). Additionally, contractors are responsible for and must also conduct accident investigations of any injuries that occur on site and provide results to the Project Manager.
2. Use the City Incident Investigation Form (Attachment E), or equivalent, to meet this requirement.

F. Spill Prevention

1. The Contractor is responsible for any spill within the confines of the project and those outside of the construction limits caused by the Contractor’s defective equipment, containers, or personnel.
2. Secondary spill containment systems shall be used to prevent contamination of the environment.

G. Construction in Occupied Buildings

1. When building occupants are present during construction projects additional safeguards must be implemented to eliminate exposures and complaints. Dust/ particulates from demolition, sanding and other construction activities must be controlled by adequate ventilation, or containment and negative air ventilation systems based upon the specific type of activity and particle. Similar controls must be utilized for odorous activities including, but not limited to, carpet adhesive, painting, welding, and coatings.
2. The Contractor shall ensure that the HVAC system is protected to prevent contamination. If an HVAC system is unprotected and contaminated by any construction/demolition materials, the Contractor shall be held responsible for the cost of cleaning the system and any subsequent repairs therein.
3. Negative air ventilation systems shall have appropriate filtration and be exhausted outside of the building.

INSPECTIONS

- A. Follow-up inspections will be executed to enforce compliance with safety and health requirements.
- B. Follow-up inspections will be conducted as part of routine site inspections by construction inspector and Risk Management employees.

- C. The SPQ aims to provide the City with knowledge of Contractor safety history and safety practices. This minimizes the need for an increased frequency of inspections. In addition, the City will take the following guidelines into consideration when determining the frequency of inspections.
1. Scale of project;
 2. The frequency with which the number and types of hazards change as the work progresses;
 3. More frequent inspections will be implemented in the beginning of the project; and
 4. When the Contractor has never worked for the City.

TRAINING/DOCUMENTATION

- A. The contractor will ensure that all personnel are trained for the scope of work they are assigned, as well as the equipment they will be utilizing.
- B. Documentation shall be on file with the City prior to project start.
- C. Personnel missing training documentation shall not be permitted to work on awarded City projects.
- D. Training requirements are mandated by Federal and State Regulations. This may include, but is not limited to, the programs listed in the SPQ.

NON-COMPLIANCE

- A. Contractor compliance issues shall be documented on the "Notice of Non-Compliance" form. A copy of this form shall be provided to the Contractor for completion.
- B. Upon receipt of the completed "Notice of Non-Compliance" form, the Project Manager and Risk Management will evaluate, based on the incident, and identify, as appropriate, any additional corrective and/or preventive actions for completion.
- C. If immediate correction is not feasible, the project will be temporarily stopped until the issue is adequately resolved.
- D. City staff with authority to stop work are:
 1. Construction Inspector;
 2. City Project Manager;
 3. City Manager; and
 4. Risk Management staff.
- E. Any violation or deviation from safety rules, procedures, or regulations, based on evaluation, may be subject to all disciplinary actions listed as follows:
 1. Verbal warning
 2. Written warning-Notice of Non-Compliance (work may not continue until approved corrections are implemented);
 3. Dismissal of non-complying personnel; and/or
 4. Termination of Contract.

The City of Redlands maintains the right to terminate any contract for the violation of safety issues without liability to the City.

CITY PERSONNEL

- A. All affected City employees will be informed in advance of any construction related work or other contract work which has the potential for impacting their workplace. Notifications will be made to all affected employees via e-mail or written memo by the Project Manager or designee. Notifications must include the following information:
 1. Start and end dates of the work to be completed;
 2. Work areas to be affected;

-
3. Description of work to be completed;
 4. Name and phone number of Project Manager;
 5. Name and phone number of Construction Inspector; and
 6. Name and phone number of Risk Management.
- B. Employees should be instructed to notify the Project Manager regarding logistical issues or other concerns. Safety and Health concerns should be directed to either the Project Manager, Inspector, or Safety Specialist.

VII. Recordkeeping

The City's Human Resources / Risk Management Department will maintain all records prepared in association with this CSP, with copies also placed on file with the office of the City Clerk.

VIII. Additional References

https://www.dir.ca.gov/title8/336_10.html



City of Redlands Acknowledgment of Receipt Statement

I acknowledge by signing this document, that I have received and reviewed the City of Redlands' Contractor Safety Program and understand that it contains valuable information on the City's policies and procedures regarding employee safety as it pertains to Contractor activities. Furthermore, I acknowledge that failure to comply with any of these procedures may lead to termination of the contract with the City.

Contractor Signature

Contractor Title:

Contractor Name (Print)

Date Signed

If you have any questions regarding this document, please contact the Risk Management Division at (909) 798-7514.

CITY OF REDLANDS SAFETY PREQUALIFICATION QUESTIONNAIRE

Omitting or reporting false information on this questionnaire may result in disqualification of bid. The City of Redlands reserves the right to conduct random or for-cause audits of information stated in this questionnaire. If deemed necessary, additional documentation may be requested by the City to verify responses on this questionnaire.

SECTION 1 – GENERAL INFORMATION

Company Name:	
Contractor License #:	Expiration Date:
Address:	
City:	State: Zip Code:
Name of Person Submitting Application:	
Title:	Telephone #:
Email Address:	
Identify the highest-ranking Safety/Health Professional in your Company:	
Name:	
Title:	Telephone #:

SECTION 2 – INCIDENT RATES & WORKER’S COMPENSATION INFORMATION

INCIDENT RATES

Provide your actual injury and illness data below:

Provide the NAICS Code Number that best represents your Firm: _____
Provide any additional numbers here:

(Provide three full years of data)	Last Calendar	2 Years Ago	3 Years Ago
Number of hours worked by all employees:			
Total Recordable Incident Rate*:			
D.A.R.T. Rate*:			
Total Number of Fatalities:			

Incident Rate = [(Total Recordable Cases X 200,000 hours)/ Number of hours worked by all employees]

D.A.R.T. Rate = [(Total Number of entries for Days Away, Restricted and Job Transfer X 200,000 hours)/ Number of hours worked by all employees]

If your latest incident rates and D.A.R.T. rates are greater than 100% of the industry average for all your NAICS code Numbers Listed, your bid may be disqualified.

The industry average can be found at www.bls.gov

WORKERS’ COMPENSATION INFORMATION

1 Provide your Workers’ Compensation Experience Modification Rate (EMR) Data:

Policy Year	EMR	
Current EMR*		* If your current EMR is greater than 1.25, initialing here certifies that you will provide a competent, full- time person or representative responsible for safety for all City projects: _____ * Initialing here certifies that your firm does not have an EMR: _____ (Submit a copy of your firm's Loss Run Reports for the last three years if your firm does not have an EMR.) Name of your firm’s Workers’ Compensation carrier: Phone Number of Workers’ Compensation carrier
1 Year Ago:		
2 Years Ago:		
3 Years Ago:		

2. Is your firm self-insured for Workers' Compensation claims?

Yes No

If yes, please attach a copy of the latest Annual Report to the State of California Department of Industrial Relations and/or State of California Certificate of Self-Insurance.)

SECTION 3– CITATION HISTORY

1. Has your firm received any regulatory citations in the last three years?

Yes No

If yes, please answer the question below.

2. Were any of the confirmed (Closed) citations classified as Serious, Willful, Repeat, or Failure to abate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3. If yes, please explain:		
4. Have you abated all the citations issued to you in the last three years	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. If no, please explain abatement action plan:		

SECTION 4 – SAFETY POLICIES

Questions (Please check YES or NO)		YES	NO*
1.	Does your company provide and adhere to a written Illness Prevention Program (IIPP) (CCR Title 8 §3203(a))? If yes, a copy of the program will be required on-hand at the job site throughout the duration of the contract. Please attach a copy to your bid proposal.	<input type="checkbox"/>	<input type="checkbox"/>
2.	Does your company provide and conduct Tailgate Meetings or equivalent with employees at least every 10 working days? (CCR Title 8 §1509(e))	<input type="checkbox"/>	<input type="checkbox"/>
3.	Does your company have a policy for disciplinary action for unsafe behavior ensuring employee compliance with safe and healthy work practices? (CCR Title 8 §3203(a)(2))	<input type="checkbox"/>	<input type="checkbox"/>
4.	Does your company provide and abide by a written Code of Safe Practices that relates to your firm’s operations. (CCR Title 8 §1509(b)) If yes, a copy of the Code of Safe Practices will be required on-hand at the job site throughout the duration of the contract. Please attach a copy with your bid proposal.	<input type="checkbox"/>	<input type="checkbox"/>
5.	Does your company perform JHAs? (CCR Title 8 §1511(b))	<input type="checkbox"/>	<input type="checkbox"/>
6.	Does your company provide training and retraining programs for ensuring employee compliance with safe and healthy work practices? (CCR Title 8 §3203 (a)(2), (a)(7))	<input type="checkbox"/>	<input type="checkbox"/>
7.	Does your company provide training and retraining programs for ensuring employee compliance	<input type="checkbox"/>	<input type="checkbox"/>

8. Please provide reason(s) for NO answer in the box below or on a separate sheet of paper.

Failure to provide the above-referenced documents will result in the contractor’s bid being disqualified.

SECTION 5 – SAFETY PROGRAMS AND PROCEDURES

PLEASE ANSWER ALL QUESTIONS BY CHECKING YES OR NO, AND ATTACHING APPROPRIATE DOCUMENTS THAT MAY APPLY OR AS REQUESTED.

		YES	NO
1.	Is Confined Space work anticipated in the scope of the work awarded? (If no, please proceed to Question 2)	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please attach the following:		Attached?	
Copy of written Confined Space Entry Procedure		<input type="checkbox"/>	<input type="checkbox"/>
List of personnel authorized on jobsite to work in confined space(s)		<input type="checkbox"/>	<input type="checkbox"/>
List of personnel authorized on jobsite to serve as Rescue Team		<input type="checkbox"/>	<input type="checkbox"/>
Verification of personnel training (copies of certs, cards, etc.)		<input type="checkbox"/>	<input type="checkbox"/>
2.	Is work requiring Lockout/Tagout protocols anticipated in the scope of the work awarded? (If no, please proceed to Question 3)	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please attach the following:		Attached?	
Copy of written Lockout/Tagout (LOTO) Procedure		<input type="checkbox"/>	<input type="checkbox"/>
List of personnel authorized on jobsite to perform LOTO		<input type="checkbox"/>	<input type="checkbox"/>
Verification of personnel training (copies of certs, cards, etc.)		<input type="checkbox"/>	<input type="checkbox"/>
3.	Is work requiring a personal lift anticipated in the scope of the work awarded? (If no, please proceed to Question 4)	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please attach the following:		Attached?	
List of personnel authorized on jobsite to use lifts		<input type="checkbox"/>	<input type="checkbox"/>
Verification of personnel training (copies of certs, cards, etc.)		<input type="checkbox"/>	<input type="checkbox"/>
4.	Is work requiring a forklift anticipated in the scope of the work awarded? (If no, please proceed to Question 5)	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please attach the following:		Attached?	
List of personnel authorized on jobsite to use a forklift		<input type="checkbox"/>	<input type="checkbox"/>
Verification of personnel training (copies of certs, cards, etc.)		<input type="checkbox"/>	<input type="checkbox"/>
5.	Is work requiring a crane anticipated in the scope of the work awarded? (If no, please proceed to Question 6)	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please attach the following:		Attached?	
Copy of written Crane Program		<input type="checkbox"/>	<input type="checkbox"/>
Copy of all expected Crane operators' Certifications		<input type="checkbox"/>	<input type="checkbox"/>
List of personnel designated as Competent under Crane program		<input type="checkbox"/>	<input type="checkbox"/>
Verification of personnel training (copies of certs, cards, etc.)		<input type="checkbox"/>	<input type="checkbox"/>

NOTE: If awarded bid, more documentation may be required

5.	Is Hot Work (as defined by OSHA) anticipated in the scope of the work awarded? (If no, please proceed to Question 7)	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please attach the following:		Attached?	
	Copy of written Hot Work Procedure	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel authorized on jobsite to perform Hot Work	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>

7.	Is Trenching/ Excavation work anticipated in the scope of the work awarded? (If no, proceed to Question 8)	<input type="checkbox"/>	<input type="checkbox"/>
	Is a plan in place for the disposal of all material that cannot be returned to the trench/ excavation?	<input type="checkbox"/>	<input type="checkbox"/>
	Are appropriate materials for barricading or securing work area at jobsite?	<input type="checkbox"/>	<input type="checkbox"/>
	Has a permit from the Department of Industrial Relations for excavations deeper than 5 feet been obtained?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please attach the following:		Attached?	
	Copy of written Trenching/ Excavation Procedure	<input type="checkbox"/>	<input type="checkbox"/>
	Copy of Permit if trench is to exceed depth of 5 feet	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel designated as Competent under Trenching/ Excavation Program	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>

NOTE: If awarded bid, more documentation may be required

8.	Is electrical work anticipated in the scope of the work awarded? (If no, proceed to Question 9)	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please attach the following:		Attached?	
	Copy of written Electrical Safety Program	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel designated as Competent under Electrical Safety Program	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>

9.	Is work that may have an arc flash potential anticipated in the scope of the work awarded? (If no, proceed to Question 10)	<input type="checkbox"/>	<input type="checkbox"/>
	Are all materials required to safely perform arc flash present?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please attach the following:		Attached?	
	Copy of Arc Flash Procedure	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel designated as Competent under Arc Flash Program	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>

0.	Is work involving chemicals anticipated in the scope of the work awarded? (If no, proceed to Question 11)?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please attach the following:		Attached?	
	Copy of written Hearing Conservation Program	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel working in high noise areas	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>

1.	Is work involving chemicals anticipated in the scope of the work awarded? (If no, proceed to Question 12)?	<input type="checkbox"/>	<input type="checkbox"/>
* Copies of SDS for Chemicals used must be kept at jobsite			
Please attach the following:		Attached?	
	Copy of written Hazard Communication Program	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel performing work with chemicals	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
List trade names of all hazardous materials which you will be using on site:			

2.	Is work on or adjacent to public roadways anticipated in the scope of the work awarded? (If no, proceed to Question 13)	<input type="checkbox"/>	<input type="checkbox"/>
	Do you have the appropriate provisions (signs, devices, barricades/)	<input type="checkbox"/>	<input type="checkbox"/>
Please attach the following:		Attached?	
	Please provide a list of personnel working in traffic areas.	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>

NOTE: If awarded bid, more documentation may be required

3.	Is it anticipated in the scope of the work awarded that exposure to asbestos is possible? (If no, proceed to Question 14)	<input type="checkbox"/>	<input type="checkbox"/>
Please attach the following:		Attached?	
	Copy of written procedure(s)	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel working with potential exposure to asbestos	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>

4.	Is it anticipated in the scope of the work awarded that exposure to silica is possible? (i.e. sandblasting, concrete demolition, concrete saw cutting, surface grinding, etc.) (If no, proceed to Question 15)	<input type="checkbox"/>	<input type="checkbox"/>
Please attach the following:		Attached?	
	Copy of Silica Control Plan	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel working with potential exposure to silica	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>

5.	Is work at heights anticipated in the scope of the work awarded? (If no, proceed to Question 16)	<input type="checkbox"/>	<input type="checkbox"/>
Please attach the following:		Attached?	
	Copy of written Fall Protection Program	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel designated as Competent under Fall Protection Program	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>

6.	Is work requiring the use of respirators anticipated in the scope of the work awarded? (If no, proceed to Question 17)	<input type="checkbox"/>	<input type="checkbox"/>
Please attach the following:		Attached?	
	Copy of written Respiratory Protection Program	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel using respirators	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>

7.	If the scope of work to be performed is not adequately represented by questions (1-16), please list any additional Health & Safety concerns below.

SECTION 6 – COMPLIANCE HISTORY ON CITY PROJECTS

In addition to the previous sections, Contractors that have previously been awarded work by the City, will be equally evaluated on their compliance history in relation to City projects.

SECTION 7 – CERTIFICATION STATEMENT

I Certify under penalty of perjury that:

- a. the information contained herein is true and correct to the best of my knowledge, and
- b. no attempt has been made to give false or misleading information or to withhold any information.

Signature of Authorized Representative:

Title of Authorized Representative

Printed Name of Authorized Representative

Date Signed:

NOTICE OF NON-COMPLIANCE

Project: _____

Contractor: _____

Notice of Non-Compliance was issued to Contractor's representative, _____, Name

on _____ at _____.

The following unsafe behaviors were observed at the Contractor's job site:

If the unsafe condition is not immediately corrected, the City of Redlands may take disciplinary action in accordance with the Contractor Safety Program guidelines.

To be completed by Contractor

Corrective action plan to abate hazards:

Unsafe Condition Resolved: Date: _____ Time: _____

Remarks:

Job Hazard Analysis

Project:			
Company:	Project Safety Official:	Project Manager (City):	
Scope of Work:		Location:	Date:

Tasks	Potential Safety Risks/Hazards	Safety Controls/Mitigate	Required PPE
			<input type="checkbox"/> Hard Hat <input type="checkbox"/> Safety Vest <input type="checkbox"/> Safety Glasses/Goggles
			<input type="checkbox"/> Safety Boots <input type="checkbox"/> Respirator <input type="checkbox"/> Safety Gloves
			<input type="checkbox"/> Face Shield <input type="checkbox"/> Fall Protection
			<input type="checkbox"/> Other: <hr/> <hr/> <hr/> <hr/>

Signatures of Employees On-Site this JHA is applicable to:

Employee Signature:	Print Name:	Date:

INCIDENT INVESTIGATION FORM

Date of Incident:	Time of Incident:	Date Reported:					
Lead Investigator:	Contact Information:						
Contractor:	Employee Name:						
Witness 1 Name:	Telephone:						
Witness 2 Name:	Telephone:						
Incident Site/ Location							
Incident Summary:							
Near Miss	Yes	No	Incident Severity:	Minor	Significant	Major	Critical
Root Cause(s):							
Corrective Actions:							

APPENDIX E

**CITY OF REDLANDS MUED GENERAL PERMIT CONDITIONS
AND TRENCH SPECIFICATIONS**

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CITY OF REDLANDS MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT



GENERAL PERMIT CONDITIONS AND TRENCH SPECIFICATIONS

**Revised
February 20, 2020**

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1 - GENERAL

1.1 Standards and Specifications -- The work shall be done in accordance with the current City of Redlands Standards, Standard Specifications for Public Works Construction (Greenbook), latest edition, and these Conditions and Specifications. Any deviation from said requirements must be approved in writing by the City Engineer.

1.2 Changes or Additions to Permit -- The City reserves the right to make any changes or additions to a permit after issuance if such changes or additions are believed necessary for the protection of roads or for the health and safety of the public.

1.3 Relocation -- If any part of an installation interferes with the present use of roads by the general public or is in conflict with future or current City improvement projects, it shall be removed or relocated as directed by the City at the expense of the Permittee or his successor in interest.

1.4 Utility Construction -- Permits for utility trenching, including utility service trenching, within City right-of-way, shall be issued to the respective utility purveyor or a California licensed contractor. The Permittee shall warranty the trench repair in perpetuity.

1.5 Licensed Contractor -- All excavation, repair and restoration in City road right-of-way shall be performed by a contractor with the appropriate license issued by the State of California Contractors License Board or by utility purveyor's regular employees.

1.6 Permit Possession -- Other than emergency repairs, there shall be no work performed in City road right-of-way until an encroachment permit is issued. A copy of this permit, a set of approved plans and permits required by any other legally constituted authority shall be on site at all times construction is in progress. Permits that require excavation shall be valid only after an Underground Service Alert (USA) inquiry identification number is issued if an excavation is to take place.

1.7 Permittee Responsibility -- In addition to all conditions herein, the Permittee is responsible for safety and construction requirements within the limits of the project. The Permittee and his employees shall abide by all the regulations of any legally constituted authority.

1.8 Hold Harmless -- The Permittee shall preserve and save harmless the City and each officer and employee thereof, from any liability or responsibility for any accident, loss or damage to persons or property happening or occurring as a proximate result of Permittee's negligence or the negligence of Permittees' agents, servants, employees or contractors in the design or performance of any work undertaken under any permit granted to Permittee pursuant to the application.

1.9 Notification -- Except in emergencies, the Permittee shall notify the City one working day, excluding weekends and holidays, prior to starting a project and for each phase of construction. In addition, the Permittee shall notify USA 48 hours prior to any excavation.

1.10 Inspection -- All construction performed in relation to a road permit shall be inspected prior to and during installation by City personnel. Construction performed without inspection may be subject to removal and replacement. The entire cost of removal and replacement shall be borne by the Permittee, regardless of whether the installation removed was found to be defective.

1.11 Failure To Comply -- Should a Permittee fail to comply with the provisions of the encroachment permit or the requirements of any legally constituted authority, the City Engineer may order the Permittee to stop work, wholly or in part, until the discrepancies have been resolved to the City's satisfaction. Upon satisfactory completion of corrections, written approval from the City shall be required before work may resume. Failure to comply with this requirement shall result in revocation of permits. The City may perform work required or arrange for the work to be done and the entire cost of the required work shall be borne by the Permittee.

2 - PUBLIC CONVENIENCE AND SAFETY

2.1 Traffic and Access -- The Permittee's operation shall cause no unnecessary inconvenience to the public. The access rights of the public shall be considered at all times and unless otherwise authorized, traffic shall be permitted to pass through the work area at all times. Safe and adequate pedestrian and vehicular access shall be provided and maintained to fire hydrants, residences, commercial and industrial establishments, churches, schools, parking lots, service stations, motels, fire and police stations, hospitals, and establishments of similar nature. Access to these facilities shall be continuous and unobstructed unless otherwise approved by the City Engineer.

2.2 Traffic Control -- Traffic Control shall conform to the current Work Area Traffic Control Handbook (WATCH) or other traffic control manuals may be used with approval of the City Engineer.

2.3 Working Hours -- Except for emergency repairs, no work shall be performed within City road right-of-way on weekends, City holidays, before 7 AM or after 4 PM unless authorized by the City Engineer.

2.4 Dewater Operations -- Release of, or the directing of water onto City roads shall be authorized only by the City and shall include traffic control per Section 2.2, clean-up per Section 4.1 and erosion control. If erosion occurs, grading shall be as required in Section 5.4. Discharges shall comply with the National Pollutant Discharge Elimination System (NPDES) and with federal law, state law and local ordinance.

2.5 Closing Roads -- No road shall be closed without authorization from the City Engineer except in the case of an emergency. An authorized road closure will allow the detour of through traffic only. The Permittee shall provide a smooth dust controlled route that allows unimpeded access for emergency vehicles and residents at all times. A minimum of ten (10) working days are required to process the application.

To apply for a road closure authorization, submit the following to the City of Redlands One Stop Permit Center, 35 Cajon Street Suite 15A, Redlands, CA 92373.

- Written request for the closure with the time schedule included.

- Detour route and sign locations, a detour plan designed by a Registered Civil or Traffic Engineer, if required by the City.

3 - PRESERVATION OF PROPERTY

3.1 Protection of Property -- The Permittee shall be responsible for the protection of public and private property adjacent to the work and shall exercise due caution to avoid damage to such property.

The Permittee shall repair or replace all existing improvements damaged within the right-of-way which are not designated for removal on the approved plans to match the original in finish and dimension. Trees, lawns and shrubbery that are not designated for removal on the plans shall be protected from damage or injury. If damaged or removed because of the Permittee operations, they shall be restored or replaced in as nearly the original condition and location as is reasonably possible as approved by City personnel. The Permittee shall give seven (7) days notice to occupants or owners of adjacent property to allow them to salvage or relocate plants, trees, fences, sprinklers and other improvements within the right-of-way which are designated for removal on the plans and would be destroyed because of the work.

3.2 City Facilities -- Prior to construction, the Permittee shall assess the condition of City facilities within project limits and report to the inspector all damaged, defaced or missing pavement, sidewalk, curb, gutter, traffic signs, pavement markings or hazardous conditions that may exist before work is started. Prior to final acceptance of the project, all City facilities shall be in the same or better condition as determined by City personnel.

3.3 Traffic Signals -- Traffic signal detector loops, wiring or appurtenant facilities damaged by the Permittee's operation shall be reported immediately to the City. Any damage shall be repaired immediately at no expense to the City as directed by the City.

3.4 Survey Monuments -- The Permittee shall locate, protect or tie-out all survey monuments which may be disturbed or destroyed. Survey monuments shall be located, referenced and a Corner Record filed with the County Surveyor prior to the start of construction. Following completion of the work, the monuments shall be reset in the surface of the new construction, a suitable monument box placed thereon, or permanent witness monuments set and a Corner Record filed with the County Surveyor prior to final project notice of completion issued by the City. All work shall be performed under the direction of a licensed Land Surveyor or registered Civil Engineer at no expense to the City.

3.5 Underground Service Alert Markings -- All Underground Service Alert (USA) markings shall be accomplished by the use of marking chalk only. It shall be the responsibility of the Permittee to verify the use of marking chalk when requesting USA services. Any USA markings resulting from Permittee activity shall be removed by sandblasting, sodablasing or water blasting ensuring all NPDES regulations are complied with. Markings must be removed by the Permittee within thirty (30) days from the completion of construction at no expense to the City. If the Permittee fails to remove the markings within the 30 days, the City will remove the markings. The Permittee will be responsible for all costs incurred by the City in accordance with Section

12.20.170 of the City of Redlands Municipal Code. If damage to existing improvements occurs during the removal of USA markings, it shall be repaired to the original condition by the Permittee and approved by the City. Utilizing paint to cover over markings will not be accepted.

4 - PROJECT SITE MAINTENANCE

Surplus dirt, debris, rocks or building materials shall be contained during permit work and the site broomed daily to reduce possibility of being carried by runoff into a storm drain, stream or natural drainage course or lake. At the completion of the permit work, the previous drainage patterns must be restored. Material shall not be placed in such a manner which might result in the blockage of any drainage structure at either the inlet or outlet.

4.1 Clean-up and Dust Control -- Throughout all phases of construction, including suspension of work, the Permittee shall keep the work site clean and free from rubbish and debris. The Permittee shall also abate dust nuisance by cleaning, sweeping and sprinkling with water or other means as necessary. The use of water resulting in mud on roads or drainage facilities will not be allowed as a substitute for sweeping or other cleaning methods. All soil and construction material shall be removed prior to that portion of the road being made available to traffic.

4.2 Truck Routes -- When required by the City, obtain a truck route permit before beginning work. Permits are issued approximately five (5) working days after filing of proper plans, fees and application to the City. Care shall be exercised to prevent spillage on, or damage to City roads. Any such spillage or damage shall be removed or repaired immediately. Dust control and traffic control shall be provided for all hauling operations.

4.3 Storage in City Roads -- There shall be no equipment or materials stored or stockpiled in road right-of-way. Equipment and materials shall be removed from road right-of-way when not in use and at the end of each working day, except as approved by the City Engineer. Offsite storage locations must be approved by City and property owner prior to occupation of the site.

4.4 Emergency Response -- Before work is started, the Permittee shall furnish names and telephone numbers of persons on-call if emergency work is required by the City. The City, at its sole discretion, may elect to perform emergency work if it is judged as necessary for the protection of the roads or for the health and safety of the public. All emergency work shall be accomplished at no expense to the City.

4.5 Maintenance of Trenches -- Permittee shall perform continuing maintenance of all trenches, including periods of suspension of work, during the course of construction and shall maintain the trench for the life of the installation.

5 - MATERIALS AND EQUIPMENT

5.1 Pavement Traffic Markings and Striping – All damaged or removed pavement traffic markings and striping shall be replaced in kind within calendar 14 days from the completion of resurfacing operations. If the Permittee fails to replace damaged striping or markings within calendar 14 days, the City will complete the work and the Permittee will be responsible for all

costs incurred by the City in accordance with Section 12.20.10 of the City of Redlands Municipal Code.

Visual uniformity, as determined by City personnel, may require that adjacent markings, additional length of marking on each side or all markings within an intersection be replaced by the Permittee at no cost to the City. Partial replacement of transverse markings (i.e. stop bars, crosswalks) will not be allowed and must be replaced in entirety.

5.2 Asphalt Concrete -- Paving asphalt shall be C2 or D1 – PG 64-10 (1/2” or 3/8”) for finish paving, depending on overlay thickness, and B – PG 64-10 (3/4”) for base paving. Asphalt concrete for Type D1 or Type D2 curb shall be D2 - PG 70-10.

5.3 Rubberized Asphalt Concrete – Rubberized asphalt concrete shall be Asphalt Rubber Hot Mix (ARHM) Wet Process per City of Redlands Standards and Standard Specifications for Public Works Construction (Greenbook), latest edition.

5.4 Base Material -- Base material shall be Crushed Aggregate Base (CAB), Crushed Miscellaneous Base, Fine Mix (CMB) per Greenbook, latest edition or Class 2 Base (3/4” Max.) per 2010 Caltrans Specifications or as approved by City personnel.

5.5 Grading Equipment -- Grading of soil roads or soil shoulders may be accomplished by any means that will provide a smooth, compacted and uniform surface that varies less than 0.1 foot in 10 feet for line or grade up to 300 feet. Projects greater than 300 feet in length will require grading be performed by an approved motor grader.

5.6 Track Equipment -- Track equipment and outriggers used on paved surfaces shall be equipped with street pads and be operated so as not to mar the surface or cause damage to any City facility. If pavement is marred, it shall be resurfaced over the entire width as required in Section 8, Trench Resurfacing. If City facilities are damaged, they shall be replaced or repaired as specified in Section 3, Preservation of Property.

5.7 Equipment -- Paving 6 feet wide or wider in a driving lane shall be accomplished by use of a paving machine approved by City personnel. Shoulder paving and miscellaneous paving shall be as approved by the City.

6 – TRENCHING

6.1 Definition of Trenching -- Trenching shall be defined as any operation in which asphalt pavement, concrete pavement, earth, or other material on the surface is moved, removed, or otherwise displaced by means of hands, tools, or equipment in any of the following ways: trenching, digging, ditching, drilling, augering, tunneling, cutting or any other method not specified.

6.2 CalOSHA -- All excavations shall conform to the requirements of the State of California Division of Occupational Safety and Health. The applicant for a road permit shall possess a

permit to excavate from the Division of Industrial Safety, Department of Industrial Relations, State of California.

6.3 New Roads – Per Section 12.20.030 of the City of Redlands Municipal Code, there shall be no trenching activity on streets paved or resurfaced within the previous 5 years unless otherwise authorized by the City Engineer. If authorized, the Permittee shall be required to overlay the roadway to restore it to its original condition per Standard Drawing Number 193, Trench Overlay Detail or complete repair improvements as determined by City Engineer. To determine if a street is subject to a moratorium, visit www.cityofredlands.org/MUED/engineering/encroachment and access the Moratorium Streets Map. The map is updated regularly, however if conflicts or questions arise please contact the One Stop Permit Center at (909) 798-7551.

6.4 Pavement Removal -- Paving shall be cut for removal and excavated in a manner that does not disturb the adjacent pavement. Paving shall be sawcut or cold planed for permanent repair as specified in Section 8. Remnant strips of paving less than 5 feet wide shall be removed and included in the replacement paving. Replacement paving along the edge of paving that does not have curb and gutter, AC dike or AC berm shall be a minimum of 5 feet wide. When sidewall slippage occurs within the trench under the pavement, the pavement in the affected area shall be removed and the area of slippage shall be recompacted, paving of this area shall be included in the replacement paving. Any voids under the pavement shall be filled by an appropriate method approved by the inspector.

6.5 Open Trench -- The maximum length of open trench (excavation or backfill not resurfaced) allowed during construction shall be the distance of construction which can be reasonably installed in a single day. An open trench shall be attended by contractor's personnel at all times. Where pavement has been removed, a minimum of 2 inches of temporary paving shall be placed before that area is made available to traffic. Before leaving the project and at the end of each day, all areas of pavement removal, including sidewalk, drainage courses and driveway approaches shall be backfilled, compacted and surfaced with temporary asphalt. Upon approval of the City, appropriate areas of the trench may be protected by plate bridging or protective fencing.

6.6 Trench Bridging -- Plate bridging in the traveled way shall be per Standard Drawing Number 194, Plate Bridging Detail detail herein with traffic control per Section 2.2, Traffic Control.

6.7 Protective Fencing -- When protective fencing is used to secure an area, it shall be constructed of 6 foot high, pipe framed chain link panels or equal material, secured into position and placed in a manner that there are no gaps larger than 3 inches. Fencing shall be placed a minimum of 4 feet from the nearest driving lane and shall be protected by appropriate signing and barriers per Section 2.2, Traffic Control.

6.8 Trench Backfill -- Unless otherwise specified by the City, the trench shall be backfilled with Base Material, as defined within Section 5.4. Native soil backfill will not be allowed as backfill material and shall be disposed of at the cost of the Permittee. The backfill shall be installed per Standard Drawing Number 191, T-Cut Trench Repair.

Any trenching that involves bundled conduits of more than five (5) 2 inch conduits shall be slurry backfilled with 1-1/2 sack slurry.

6.9 Bedding Zone -- Unless otherwise specified by the City, imported sand shall be used backfill within the bedding zone area as defined on the attached surface restoration and trench backfill detail. Select native soil from excavation may be used as a suitable backfill if the material is determined to provide a sand equivalent greater than 30 by use of California Test 217 (ASTM D2419-09).

6.10 Narrow Trench -- Unless otherwise authorized, trenches in paved areas, 1-foot or less in width, shall be backfilled to pavement subgrade with 1-1/2 sack aggregate/cement slurry. The slurry shall be protected until cured and pavement placed per Section 8, Trench Resurfacing.

6.11 Inclement Weather -- Other than emergency repairs or as directed by the City, there shall be no excavation within the traveled way of City roads during periods of inclement weather.

7 - COMPACTION

7.1 Relative Compaction (RC) -- RC of 95% minimum shall be required for asphalt pavement, paving base material and backfill material. RC of 90% minimum shall be required for all backfill within the bedding zone as defined in Section 6.9. All compaction shall be in accordance with California Test No. 216 or No. 231 (ASTM D-1556 or D-1557-70). Use of an alternate compaction test method (e.g. Dynamic Cone Penetrometer) must be approved in advance and will be approved on a case-by-case basis.

7.2 Compaction Testing Frequency and Location -- Trench backfill testing shall be at 250 foot maximum intervals. One test shall be performed for each 4 feet of depth or fraction thereof. Pavement subgrade and pavement base material shall be tested at 500 foot intervals. Tests for backfill shall be taken at mid-depth of each 4 feet of backfill starting at the top of the installation. 20% of laterals and 100% of manholes shall be tested independently of the main line. Failure of a compaction test will result in the entire area represented by that test being uniformly reworked and retested at a random location.

7.3 Test Reports -- Tests shall be certified by a registered California Civil or Geotechnical Engineer or testing laboratory in accordance with the State of California test requirements. Test locations shall be determined by City personnel. Test reports shall be listed individually for each trench or for each type and phase of construction that includes an accurate description of the test location. Compaction reports shall be submitted to Inspector prior to permanent paving. If an alternate compaction method is approved per Section 7.1, alternate test reports specified at time of permit issuance shall be submitted.

7.4 Mechanical Compaction -- Backfill shall be placed in horizontal layers of thickness compatible to the material being placed and the type of equipment being used. Each layer shall be evenly spread then tamped or rolled until the specified relative compaction is attained.

7.5 Water Densification -- Densifying by ponding and jetting will not be allowed within 4-feet of finish grade unless confined to the pipe zone and approved by the Inspector. Water densification may be allowed when, as determined by City personnel, the base and backfill materials have a sand equivalent of 20 or greater (California Test No. 217) and are of such character that they will be self-draining when compacted and the foundation material will not soften, or otherwise be damaged by the applied water. For authorization to use water densification, submit request and test reports representing the foundation soils and backfill material, at a maximum of 1000 foot intervals to the Inspector five (5) working days prior to starting work.

8 - TRENCH RESURFACING

8.1 Temporary AC Pavement -- Temporary asphalt compacted to 2 inches thick shall be placed and maintained in a smooth and compacted condition at all locations where paving has been removed and before traffic is allowed to pass over areas of pavement removal. Temporary asphalt shall be removed for permanent repair.

8.2 Pavement Repair-General – Any damaged paving shall be replaced in kind. Permittee shall ensure any areas with existing rubberized asphalt concrete are repaired with rubberized asphalt concrete, independent of the amount of repairs necessary. Damaged paving adjacent to the trench edges shall be sawcut and removed in rectangular sections. Remnant strips of paving 5 feet wide or less will be removed and that area included in the paving repair. Asphalt paving shall be placed in a minimum of two lifts and be a minimum of 95% RC. The repaired section shall be 1 inch thicker than the existing paving but not less than 3 inches thick. Paving shall be placed within thirty (30) days of completion of the subsurface installation in accordance with Section 1.5. Areas to be joined with asphalt paving shall be cleaned of all soil and foreign material and tacked 100% coverage of asphaltic emulsion or paint binder.

8.3 Permanent Pavement Repair -- Base paving will be in compacted lifts a minimum of 2 inches and a maximum of 3 inches thick and shall be B – PG 64-10 (3/4”). Finish course shall be a minimum of 1 inch and a maximum of 2 inches thick of C2 or D1– PG 64-10 (1/2” or 3/8”), depending on overlay thickness, flush with the existing paving. In areas requiring rubberized asphalt concrete pavement repair the entire pavement section shall be replaced with ARHM Wet Process, per Section 5.3. Trench sections over 6 feet in width shall utilize a self-propelled vibrating screed paving machine (Barber-Greene or equivalent) and may be subject to additional requirements.

8.4 Overlay Paving -- An overlay will be required for any roads paved or resurfaced within the previous 5 years per Section 6.3, New Roads. Any roads with trenches that are classified as excessive pavement removal, as defined in Section 8.5, will also be required to provide an overlay per Standard Drawing Number 193, Trench Overlay Detail. The determination of the overlay shall be made by the City at the prebid/preconstruction meeting or prior to issuance of the permit. Substantial damage to the roadway beyond the trench excavation as a result of negligence by the Permittee or their contractor shall meet or exceed prior street conditions and will be determined by the City. The overlay, when required, shall be a minimum of 1 inch or 1-1/2 inches of C2 or D1 – PG 64-10 (1/2” or 3/8”), depending on overlay thickness, placed with a

paving machine per Section 5.6 and shall extend beyond pavement removal a minimum of 18 inches laterally and 18 inches longitudinally from the sawcut edge and shall cover the driving lane or shoulder full width. Roads that have a superelevation or tilt cross section may require full road width overlay in the area of the superelevation or tilt section. When paving occurs where striping exists the paving joint shall be centered on the striping and all damaged striping replaced per Section 5.1, unless otherwise noted.

8.5 Excessive Pavement Removal -- Any road subjected to removal of six or more separate areas of pavement, or the removal of 15% of the total area of a lane or shoulder, by a Permittee within a 300 foot length of street, shall be classified as excessive pavement removal and require an overlay per Section 8.4 and Standard Drawing Number 193, Trench Overlay Detail. Any trenching activities performed within 1 year, within a 300 foot length, by the same Permittee, shall be evaluated by City staff to determine if the trenching activities classifies as excessive pavement removal.

8.6 Pavement Surfacing -- Where there are existing surface coats on the existing paving, open graded paving, slurry seal, chip seal or any type of surfacing that has been removed, the surfacing and paving shall be replaced in kind to the extents of the pavement repair.

8.7 Driveway Approaches -- Driveway approaches constructed of asphalt concrete shall be repaired as required and shall also be overlaid with a 1-1/2 inch thick full width overlay to the property line or slurry sealed.

8.8 Portland Cement Concrete -- Potholes or trenches in PCC shall be repaired by sawcutting or grinding and removed in full panels at the score lines or as directed by City personnel.

8.9 Trench Failure and Repair -- When the City notifies Permittee of a failure of the trench (settlement, excessive cracking or alligating, etc.) Permittee shall coordinate the proposed trench repair method and schedule with the City. If the Permittee fails to repair the trench within calendar 14 days from the date of written notice, the City will complete the repair and the Permittee will be responsible for all costs incurred by the City in accordance with Section 12.20.170 of the City of Redlands Municipal Code.

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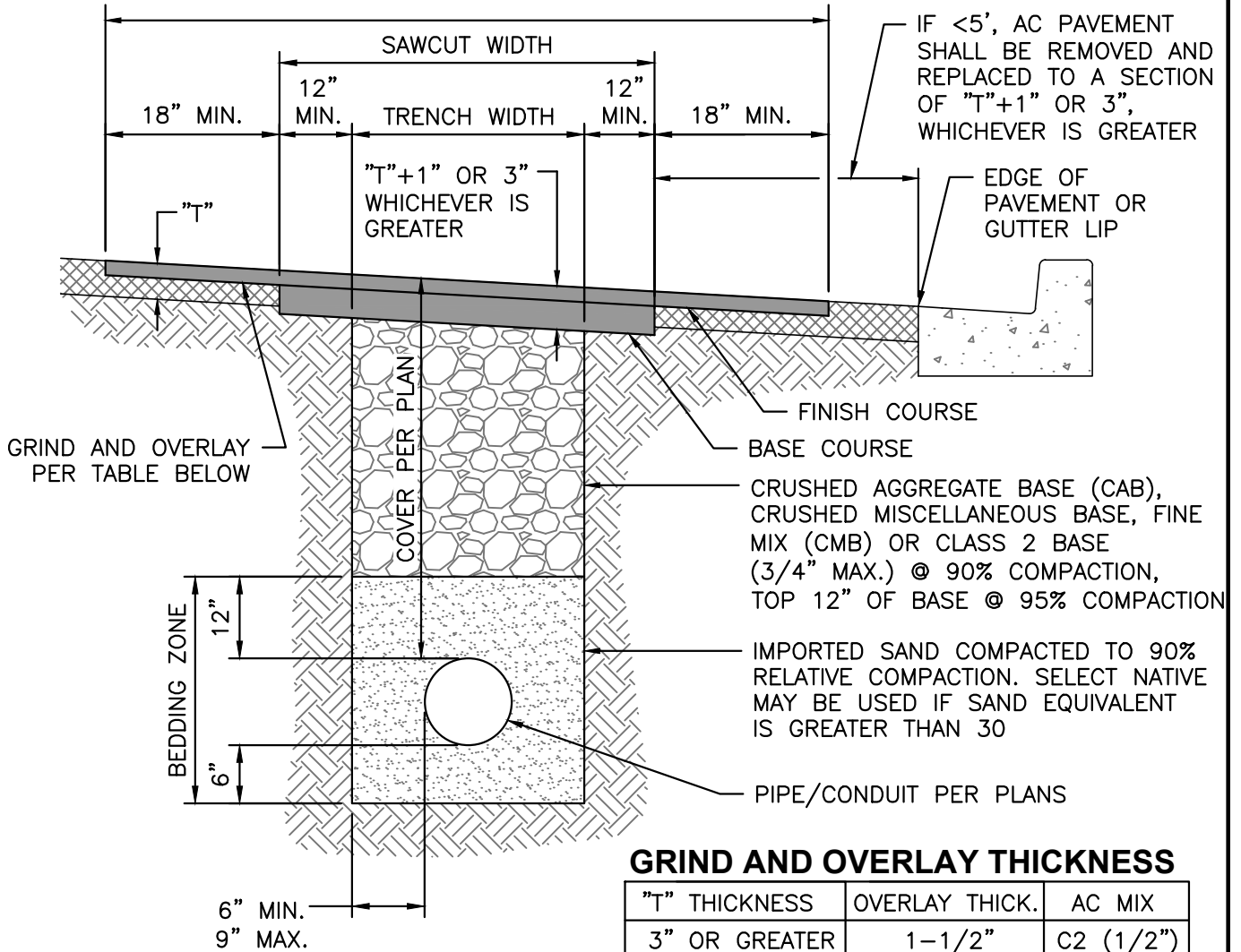
STANDARD DRAWINGS

Std. Dwg. No.	Title
190	Trench Repair General Notes
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WIDTH OF GRIND & OVERLAY = TRENCH WIDTH + 5' (MINIMUM),
 AREA OF OVERLAY WILL BE GREATER ON MORATORIUM OR
 EXCESSIVE PAVEMENT REMOVAL LOCATIONS, SEE NOTES BELOW



GRIND AND OVERLAY THICKNESS

"T" THICKNESS	OVERLAY THICK.	AC MIX
3" OR GREATER	1-1/2"	C2 (1/2")
2" TO <3"	1"	D1 (3/8")
<2"	NONE	N/A

NOTES

1. SEE STD. DWG. NUMBER 190 FOR TRENCH REPAIR GENERAL NOTES.
2. THERE SHALL BE NO TRENCHING ACTIVITY ON STREETS PAVED OR RESURFACED WITHIN THE PREVIOUS 5 YEARS UNLESS OTHERWISE AUTHORIZED BY THE CITY ENGINEER, SEE SECTION 6.3 OF GENERAL PERMIT CONDITIONS AND TRENCH SPECIFICATIONS, LATEST EDITION.
3. IN THE EVENT TRENCHING IS AUTHORIZED FOR A MORATORIUM STREET, THE OVERLAY AREA WILL BE DETERMINED BY STD. DWG. NUMBER 193.
4. WHEN "EXCESSIVE PAVEMENT REMOVAL" OCCURS, AS DEFINED BY SECTION 8.5 OF THE GENERAL PERMIT CONDITIONS AND TRENCH SPECIFICATIONS, LATEST EDITION, THE OVERLAY AREA WILL BE DETERMINED BY STD. DWG. NUMBER 193.

CITY OF REDLANDS MUNICIPAL UTILITIES AND ENGINEERING DEPARTMENT

T-CUT TRENCH REPAIR

STD. DWG. NUMBER

191

APPROVED

DATE 02/20/2020

REV. BY DATE

GOUTAM K. DOBEY, ENGINEERING MANAGER, RCE 75646

SHEET 1 OF 1

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City Council Meeting

H. 2.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of the non-professional service agreement with Kirtley Construction, Inc. for On-Call Sewer Collection System Repair on an as-needed basis for an amount not-to-exceed \$550,000, and determination that this action is exempt from environmental review pursuant to Section 15301(b) of the State's guidelines implementing the California Environmental Quality Act (Municipal Utilities and Engineering Interim Director Casey)

MOTION(S):

If City Council determines the staff recommendation is appropriate, the following motions are provided:

1. I move that City Council determine approval of a non-professional service agreement with Kirtley Construction, Inc. is exempt from environmental review pursuant to section 15301(b) of the State's guidelines implementing the California Environmental Quality Act; and
2. I further move to approve the non-professional service agreement with Kirtley Construction Inc. for On-Call Sewer Collection System Repair on an as-needed basis for an amount not-to-exceed \$50,000 for the initial term from effective date to June 30, 2026 with the option to extend the agreement for two (2) additional one (1) year terms at \$250,000 each year.

RECOMMENDATION:

Staff recommends that City Council determine approval of the non-professional services agreement with Kirtley Construction, Inc. is exempt from environmental review pursuant to section 15301(b) of the State's guidelines implementing the California Environmental Quality Act, and approve the non-professional service agreement with Kirtley Construction, Inc. for an amount not-to-exceed \$50,000 for a potential total amount not-to-exceed \$550,000.

DISCUSSION:

In accordance with California State Water Resource Control Order No. 2006-0003 DWQ, Statewide General Waste Discharge Requirements for Sanitary Sewer Systems under Waste Discharge Identification Number 8SSO10558, the City is required to properly maintain the wastewater collection system to minimize and prevent sanitary sewer overflows (SSOs), or other sewer related issues. Preventive maintenance and repairs of this system are necessary to avoid service interruptions, protect city assets, promote public health and safety, and protect the environment. Occasionally, emergency repairs and construction activities that exceed the City staff's capacity are required and quick support from a utility pipeline contractor significantly reduces risk for the City.

In accordance with Redlands Municipal Code 2.16.180, staff issued a Request for Bids (RFB) for On-Call Sewer Collection System Repair on an as-need basis in late 2025. The RFB requested unit prices for single quantities of typical services for bid comparison only. No minimum quantity or value of work is guaranteed and actual costs will be determined as services are needed throughout the year. The selected contractor is required to be available twenty-four (24) hours a day and must mobilize for emergency work within two (2) hours of notification. The City Clerk's office received the following Five (5) proposals on December 3, 2025:

BIDDER	LOCATION	AVERAGE UNIT PRICE (BID ITEM 13-18)
Kirtley Construction Inc, dba TK Constructions	San Bernardino, CA	\$1,660.00
MCC Pipeline, Inc.	Yucaipa, CA	\$1,991.67
Tryco General Engineering	Rimforest, CA	\$2,950.00
Big Ben Inc.	Irvine, CA	\$2,964.83
Giles Engineering	Lake Elsinore, CA	\$11,756.98

Staff reviewed the bid submitted by Kirtley Construction, Inc., and determined it was accurate and that Kirtley Construction, Inc. is the lowest responsive bidder. Staff recommends City Council approval of the non-professional Services agreement with Kirtley Construction, Inc., with an initial term from the effective date to June 30, 2026, not to exceed a value of \$50,000. If approved, the Agreement may be extended for two (2) additional one (1) year terms with an annual not-to-exceed value of \$250,000, for a potential agreement value of \$550,000.

Approval of the non-professional service agreement with Kirtley Construction, Inc. is exempt from environmental review pursuant to section 15301(b) of the State's guidelines implementing the California Environmental Quality Act (CEQA), which exempts maintenance and repair of public utility systems.

ALTERNATIVES:

City Council may deny staff's recommendation and provide alternate direction.

STRATEGIC PLAN:

N/A

SUBMITTED BY:

Ray Casey, Interim Municipal Utilities and Engineering Director

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:

Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager
Danielle Garcia, Management Services/Finance Director
Goutam K. Dobey, City Engineer

PREPARED BY:

Bryan Arellano, Assistant Engineer

Fiscal Impact

Fiscal Year: FY 25/26

Appropriation Required Y/N: N

Budgeted Y/N: Y

Account No.: 521900

Discussion:

There is no fiscal impact associated with this action. The cost for this service is included in the FY 25/26 Wastewater Service Fund Budget for the initial term. The required funds for the extended terms will be allocated in the FY 26/27 and FY 27/28 budgets.

Attachments

- A. Service Agreement
 - B. Bid Report
 - C. Bid Proposal
 - D. Bid Analysis
-
-

AGREEMENT TO PERFORM NON-PROFESSIONAL SERVICES
FOR IMPROVEMENT TO PUBLIC BUILDINGS AND GROUNDS

This agreement for the provision of On-Call Sewer Collection System Repair (“Agreement”) is made and entered in this 17th day of February, 2026 (“Effective Date”), by and between the City of Redlands, a municipal corporation (“City”) and Kirtley Construction, Inc., a California corporation (“Contractor”). City and Contractor are sometimes individually referred to herein as a “Party” and, together, as the “Parties.” In consideration of the mutual promises contained herein, City and Contractor agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONTRACTOR

- 1.1 City hereby engages Contractor to perform On-Call Sewer Collection System Repair services for City (the “Services”). The Services that Contractor shall perform are more particularly described in Exhibit “A,” titled “Scope of Services,” which is attached hereto and incorporated herein by this reference.
- 1.2 The Services shall be performed by Contractor in a professional manner, and Contractor represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional Contractors in the industry providing like and similar types of Services.

ARTICLE 2 – RESPONSIBILITIES OF CONTRACTOR

- 2.1 Contractor shall comply with all applicable federal, state and local laws and regulations in the performance of the Services including, but not limited, to all applicable Labor Code and prevailing wage laws and non-discrimination laws, including the Americans with Disabilities Act. Pursuant to Labor Code section 1773.2, copies of the prevailing rates of per diem wages as determined by the Director of the California Department of Industrial Relations for each craft, classification or type of worker needed to undertake the Services are on file at City’s Municipal Utilities and Engineering Department, located at the Civic Center, 35 Cajon Street, Suite 15A (Mailing: P.O. Box 3005), Redlands, California 92373.
- 2.2 Contractor acknowledges that if it violates the Labor Code provisions relating to prevailing wages that City may enforce such provisions by withholding payments to Contractor or its subcontractors pursuant to Labor Code section 1771.6.
- 2.3 If Contractor executes an agreement with a subcontractor to perform any portion of the Services, Contractor shall comply with Labor Code sections 1775 and 1777.7, and shall provide the subcontractor with copies of the provisions of Labor Code sections 1771, 1775, 1776, 1777.5, 1813 and 1815. Contractor acknowledges that the statutory provisions establishing penalties for failure to comply with state wage and hour laws and to pay prevailing wages may be enforced by City pursuant to Labor Code sections 1775 and 1813.
- 2.4 Contractor and its subcontractors shall comply with the provisions of Labor Code section 1776 regarding payroll records maintenance, certifications, retention and inspection.

- 2.5 Contractor acknowledges that eight (8) hours constitutes a legal day's work pursuant to Labor Code section 1810.
- 2.6 Contractor shall comply with the provisions of Labor Code section 1777.5 as to apprenticeships, and Labor Code sections 1771, 1775, 1776, 1777.5, 1813 and 1815.
- 2.7 Pursuant to Public Contract Code section 7103.5(b), Contractor offers and agrees to assign to City all rights, title and interest in and to all causes of action it may have under section 4 of the Clayton Act (15 U.S.C. section 15) or under the Cartwright Act (Chapter 2 (commencing with section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, goods or materials pursuant to this Agreement.

ARTICLE 3 – RESPONSIBILITIES OF CITY

- 3.1 City shall make available to Contractor information in its possession that may reasonably assist Contractor in performing the Services.
- 3.2 City designates Ray Casey, Interim Municipal Utilities Engineering Director, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

- 4.1 The Services shall commence as of the Effective Date of this Agreement. Contractor shall perform and complete the Services in a prompt and diligent manner.
- 4.2 The term of this Agreement shall be for a period commencing on the Effective Date of this Agreement until June 30, 2026 (the "Initial Term"). The City shall have the option to extend the Initial Term of this Agreement by two (2) additional one-year terms (each, an "Extended Term"), on the same terms and conditions, by providing written notice to Contractor at least thirty (30) days prior to the expiration of the Initial Term or any Extended Term. The Initial Term and the Extended Terms are hereby collectively, referred to herein as the "Term" of this Agreement.
- 4.3 Contractor shall furnish a labor and material bond in the form attached hereto as Exhibit "B," which is attached hereto and incorporated herein by this reference, in an amount equal to one hundred percent (100%) of the total compensation to be paid to Contractor pursuant to this Agreement.

ARTICLE 5 – PAYMENTS TO CONTRACTOR

- 5.1 The compensation for Contractor's performance of the Services shall not exceed the amount of Fifty Thousand dollars (\$50,000) for the Services provided during the Initial Term. Should this Agreement be extended, the compensation for Contractor's performance for the Services shall not exceed the amount of Two Hundred Fifty

Thousand dollars (\$250,000) for the first Extended Term, and Two Hundred Fifty Thousand dollars (\$250,000) for the second Extended Term, bringing the total possible amount of compensation to a not-to-exceed amount of five hundred fifty thousand dollars (\$550,000). For the Initial Term and Extended Term, City shall pay Contractor on a time and materials basis up to the not to not-to-exceed amount in accordance with the rates specified in Exhibit “C,” titled “Price and Fee Bid,” which is attached hereto and incorporated herein by this reference

- 5.2 Contractor shall submit monthly invoices to City describing the Services performed during the preceding month. Contractor’s invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom. City shall pay Contractor no later than thirty (30) days after receipt and approval by City of Contractor’s invoice.
- 5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY

City Clerk
City of Redlands
35 Cajon Street
P.O. Box 3005 (mailing)
Redlands, CA 92373
jdonaldson@cityofredlands.org
(909) 798-7531

CONTRACTOR

Troy Kirtley, President
Kirtley Construction, Inc.
P.O Box 9608
San Bernardino, CA 92427
tntkirtley@msn.coml
Phone: (909) 473-8739

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

- 6.1 The following insurance coverage required by this Agreement shall be maintained by Contractor for the duration of its performance of the Services. Contractor shall not perform any Services unless and until the required insurance listed below is obtained by Contractor. Contractor shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.
- A. Workers’ Compensation and Employer’s Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Contractor is self-insured or exempt from the workers’ compensation laws

of the State of California. Contractor shall execute and provide City with Exhibit “D,” titled “Workers’ Compensation Insurance Certification,” which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

- B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.
 - C. Business Auto Liability coverage, with minimum limits of One Million Dollars (\$1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Contractor owned vehicles used in connection with Contractor’s provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.
- 6.2 Contractor shall defend, indemnify, and hold harmless City and its elected and appointed officials, employees and agents from and against any and all claims, losses and liability, including attorneys’ fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of, Contractor, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

- 7.1 Contractor covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income, interest in real property or investment that would be affected in any manner or degree by the performance of Contractor’s Services. Contractor further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.
- 7.2 Contractor agrees it is not a designated employee within the meaning of the Political Reform Act because Contractor:
- A. Does not make a governmental decision whether to:
 - (i) approve a rate, rule or regulation, or adopt or enforce a City law;
 - (ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
 - (iii) authorize City to enter into, modify or renew a contract;
 - (iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
 - (v) grant City approval to a plan, design, report, study or similar item;
 - (vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

- B. Does not serve in a staff capacity with City and in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.
- 7.3 In the event City determines that Contractor must disclose its financial interests, Contractor shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

- 8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.
- 8.2 Contractor shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, result in City's immediate termination of this Agreement.
- 8.3 Contractor is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Contractor or Contractor's employees, except as herein set forth. Contractor shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Contractor are for its account only, and in no event shall Contractor or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Contractor have any authority, express or implied, to bind City to any obligation.
- 8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than five (5) days prior written notice to Contractor of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Contractor's compensation shall be made, but (i) no amount shall be allowed for anticipated profit or unperformed Services, and (ii) any payment due Contractor at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Contractor. Upon receipt of a termination notice, Contractor shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, design calculations, drawings, specifications, reports, estimates, summaries and such other information and materials as may have been accumulated by Contractor in performing the Services. Contractor shall be compensated on a pro-rata basis for Services completed up to the date of termination.

- 8.5 Contractor shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Contractor pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Contractor.
- 8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Contractor.
- 8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.
- 8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Contractor have signed in confirmation of this Agreement.

CITY OF REDLANDS

KIRTLEY CONSTRUCTION, INC.

By: _____
Mario Saucedo, Mayor

By: _____
Troy Kirtley, President

ATTEST:

Jeanne Donaldson, City Clerk

EXHIBIT "A"

SCOPE OF SERVICES

The work to be performed consists of furnishing all labor, equipment, and material necessary to complete the requested service for the City as required by the Standard Drawings in the City of Redlands' Sanitary Sewer Systems Standard Specifications. City's Sewer pipe material & length listed on **Table ES.2**

https://www.cityofredlands.org/sites/main/files/file-attachments/pw_standards_spec_2020.pdf?1606863175

Services may include but are not limited to:

- Main line sewer replacement of various sizes and material using SDR-35 pipe.
- Main line sewer spot repair of various sizes and material using SDR-35 pipe.
- Manhole invert flow line repair
- Manhole ring and cover repair and replacement (City to provide manhole ring and cover).
- Uncover and raise manholes
- Repair and install manhole bench, shaft, and cone
- Contractor to furnish all equipment, material, and personnel to perform sewer bypass (i.e., set up/take down) and maintain the bypass throughout the entire duration of repairs;
- Contractor must be able to conduct traffic control procedures at job site in roadways and pedestrian walkways at the job site during all phases of work. This includes access to all traffic control devices, and compliance per the California Manual on Uniform Traffic Control Devices (CA MUTCD)
- All work to be performed in a safe manner, using the appropriate personal protective equipment and in accordance with the City's safety practices and CAL-OSHA standards
- Upon request, prepare, and submit for approval and acceptance, an Overflow Response Plan specific to the task and in accordance with the City's Overflow Emergency Response Plan;
- Billing shall be in-line with the Price and Fee Bid sheet
- Contractor is responsible for complete cleanup of job site immediately upon completion
- Contractor shall maintain throughout the life of the contract a valid contractor license issued by the California Contractor State License Board, and having appropriate class and classification for the types of services required by this contract include Class A General Engineering, C34 Pipeline, and/or C42 Sanitation Systems
- Enter into a service agreement with the City for services provided above. The service agreement shall be for a period of one (1) year with the option to extend the initial term by two (2) additional one-year terms
- Contractor must be available 24-hours a day, 7 days a week, and be able to respond onsite within 2-hours for an emergency call out
- Contractor must be within 30 miles from the City of Redlands Municipal Utilities & Engineering Department: 35 Cajon St. Suite 15A, Redlands CA 92373

Figure ES.1: Sewer Collection System

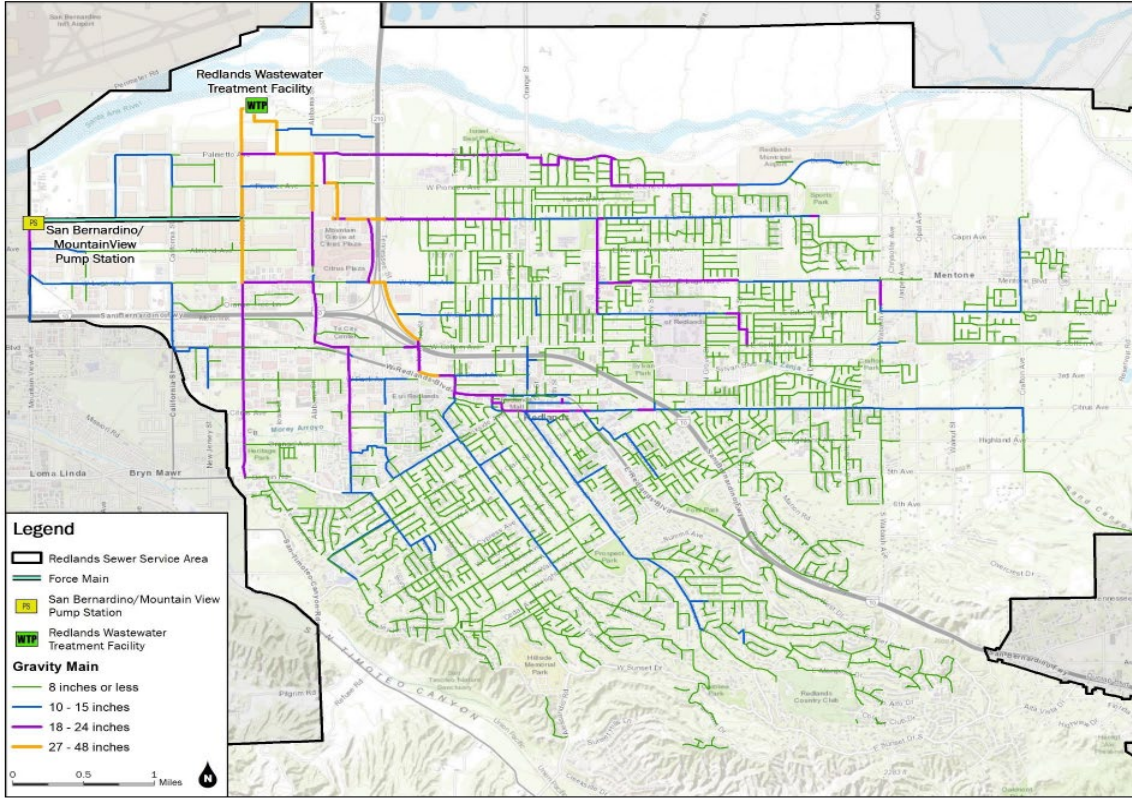


Table ES.2

Size	Material	Length (ft.)
4"	Vitrified Clay Pipe	1910.47
	Unknown	532.67
	Total	2443.14
6"	PVC	379.45
	Vitrified Clay Pipe	31828.09
	Total	32207.54
8"	Asbestos Coated Pipe	1096.46
	Cast Iron	809.5
	Ductile Iron	4225.45
	PVC	200844.2
	Truss Pipe	1853.04
	Vitrified Clay Pipe	234013.17
	Unknown	6988.63
Total	449830.45	
10"		

	Concrete	1148.12
	Ductile Iron	662.64
	PVC	350.04
	Vitrified Clay Pipe	32546.39
	Total	34707.19
12"		
	Cast Iron	1627.02
	PVC	4574.92
	Truss Pipe	1317.96
	Vitrified Clay Pipe	56755.83
	Total	64275.73
14"		
	Ductile Iron	30.4
	Vitrified Clay Pipe	626.1
	Unknown	3
	Total	659.5
15"		
	PVC	12103.75
	Vitrified Clay Pipe	45310.53
	Unknown	10
	Total	57424.28
18"		
	Ductile Iron	219.37
	Epoxy Lined and Coated Steel	671.27
	PVC	1010.78
	Vitrified Clay Pipe	43135.05
	Total	45036.47
20"		
	Epoxy Lined and Coated Steel	663.51
	Vitrified Clay Pipe	2180.28
	Total	2843.79
21"		
	Vitrified Clay Pipe	141117.3
	Total	141117.3
24"		
	Ductile Iron	358.13
	Vitrified Clay Pipe	16588.33
	Total	16946.46
27"		
	Epoxy Lined and Coated Steel	2337.67
	Vitrified Clay Pipe	2137.77
	Total	4475.44
30"		
	Ductile Iron	1471.37
	Epoxy Lined and Coated Steel	1323.83
	Vitrified Clay Pipe	9329.59
	Total	12124.79
36"		
	Vitrified Clay Pipe	130.31
	Total	130.31
48"		
	Reinforced Concrete Pipe	1432.34
	Total	1432.34

EXHIBIT "B"

LABOR AND MATERIAL BOND

Whereas, the City of Redlands, State of California, and Kirtley Construction, Inc. (hereinafter designated as "Principal") have entered into an agreement (the "Agreement") whereby Principal agrees to On-Call Sewer Collection System Repair (the "Work"), which said agreement, dated February 17, 2026, and titled as "Agreement to Perform Non-Professional Services for Improvement to Public Builds and Grounds" is hereby referred to and made a part hereof; and

Whereas, under the terms of the Agreement, Principal is required before commencing the performance of the Work, to file a good and sufficient Labor and Material bond with the City of Redlands to secure the claims to which reference is made in Title 3 (commencing with Section 9550) of Part 6 of Division 4 of the Civil Code of the State of California.

Now, therefore, said Principal and the undersigned as corporate surety, are held firmly bound unto the City and all contractors, subcontractors, laborers, material men and other persons employed in the performance of the Agreement and referred to in the aforesaid Code of Civil Procedure in the sum of Five Hundred Fifty Thousand dollars (\$550,000) for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to such work or labor, that said surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorneys' fees, incurred by the City in successfully enforcing such obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this bond shall insure to the benefit of any and all persons, companies and corporations entitled to file claims under Title 3 (commencing with Section 9550) of Part 6 of Division 4 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void, otherwise it shall be and remain in full force and effect.

The surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or the specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition.

In witness whereof, this instrument has been duly executed by the Principal and surety above named, on _____, 2026.

(SEAL)

(SEAL)

(Contractor)

(Surety)

BY:

(Signature)

(Signature)

Address:

(Seal and Notarial Acknowledgment of Surety)

Telephone() _____

EXHIBIT “C”

PRICE AND FEE BID

ITEM	DESCRIPTION	Unit of Measure	Unit Price
1	Raise Sewer Manhole	Each	\$8,500.00
2	Uncover and Raise Sewer Manhole	Each	\$8,500.00
3	Repair Invert Flow Line of Manhole	Each	\$8,500.00
4	Repair Manhole Bench	Each	\$8,800.00
5	Install Manhole Bench	Each	\$8,800.00
6	Repair Manhole Shaft and Cone	Each	\$15,200.00
7	Replace Manhole Ring and Cover (City to Supply Ring & Cover)	Each	\$7,000.00
8	Install new Manhole (City to supply Ring & Cover)	Each	\$26,300.00
9	Main Sewer Line Spot Repair with 4” SDR-35 @ 3'-8' depth	Per linear foot	\$1,200.00
10	Main Sewer Line Spot Repair with 4” SDR-35 @ 8'-15' depth	Per linear foot	\$1,500.00
11	Main Sewer Line Spot Repair with 6” SDR-35 @ 3'-8' depth	Per linear foot	\$1,200.00
12	Main Sewer Line Spot Repair with 6” SDR-35 @ 8'-15' depth	Per linear foot	\$1,500.00
13	Main Sewer Line Spot Repair with 8” SDR-35 @ 3'-8' depth	Per linear foot	\$1,500.00
14	Main Sewer Line Spot Repair with 8” SDR-35 @ 8'-15' depth	Per linear foot	\$1,600.00
15	Main Sewer Line Spot Repair with 10” SDR-35 @ 3'-8' depth	Per linear foot	\$1,600.00
16	Main Sewer Line Spot Repair with 10” SDR-35 @ 8'-15' depth	Per linear foot	\$1,760.00
17	Main Sewer Line Spot Repair with 12” SDR-35 @ 3'-8' depth	Per linear foot	\$1,600.00
18	Main Sewer Line Spot Repair with 12” SDR-35 @ 8'-15' depth	Per linear foot	\$1,900.00
19	Main Sewer Line Spot Repair with 15” SDR-35 @ 3'-8' depth	Per linear foot	\$3,400.00
20	Main Sewer Line Spot Repair with 15” SDR-35 @ 8'-15' depth	Per linear foot	\$4,200.00
21	Main Sewer Line Spot Repair with 18” SDR-35 @ 3'-8' depth	Per linear foot	\$4,800.00
22	Main Sewer Line Spot Repair with 18” SDR-35 @ 8'-15' depth	Per linear foot	\$5,600.00
23	Main Sewer Line Spot Repair with 20” SDR-35 @ 3'-8' depth	Per linear foot	\$5,200.00
24	Main Sewer Line Spot Repair with 20” SDR-35 @ 8'-15' depth	Per linear foot	\$6,000.00
25	Main Sewer Line Spot Repair with 24” SDR-35 @ 3'-8' depth	Per linear foot	\$5,600.00
26	Main Sewer Line Spot Repair with 24” SDR-35 @ 8'-15' depth	Per linear foot	\$7,200.00

ITEM	DESCRIPTION	Unit of Measure	Unit Price
27	Main Sewer Line Spot Repair with 27" SDR-35 @ 3'-8' depth	Per linear foot	\$7,600.00
28	Main Sewer Line Spot Repair with 27" SDR-35 @ 8'-15' depth	Per linear foot	\$9,000.00
29	Main Sewer Line Spot Repair with 30" SDR-35 @ 3'-8' depth	Per linear foot	\$9,000.00
30	Main Sewer Line Spot Repair with 30" SDR-35 @ 8'-15' depth	Per linear foot	\$10,000.00
31	Main Sewer Line Spot Repair with 36" SDR-35 @ 3'-8' depth	Per linear foot	\$11,000.00
32	Main Sewer Line Spot Repair with 36" SDR-35 @ 8'-15' depth	Per linear foot	\$12,000.00
33	Main Sewer Line Spot Repair with 48" SDR-35 @ 3'-8' depth	Per linear foot	\$13,000.00
34	Main Sewer Line Spot Repair with 48" SDR-35 @ 8'-15' depth	Per linear foot	\$16,000.00
35	Main Sewer Line Replacement with 4" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,100.00
36	Main Sewer Line Replacement with 4" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,200.00
37	Main Sewer Line Replacement with 6" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,300.00
38	Main Sewer Line Replacement with 6" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,400.00
39	Main Sewer Line Replacement with 8" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,500.00
40	Main Sewer Line Replacement with 8" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,600.00
41	Main Sewer Line Replacement with 10" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,700.00
42	Main Sewer Line Replacement with 10" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,800.00
43	Main Sewer Line Replacement with 12" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,900.00
44	Main Sewer Line Replacement with 12" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$2,000.00
45	Main Sewer Line Replacement with 15" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$2,100.00
46	Main Sewer Line Replacement with 15" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$2,200.00
47	Main Sewer Line Replacement with 18" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$2,300.00
48	Main Sewer Line Replacement with 18" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$2,400.00
49	Main Sewer Line Replacement with 20" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$2,500.00
50	Main Sewer Line Replacement with 20" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$2,600.00
51	Main Sewer Line Replacement with 24" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$2,700.00
52	Main Sewer Line Replacement with 24" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$2,800.00

ITEM	DESCRIPTION	Unit of Measure	Unit Price
53	Main Sewer Line Replacement with 27" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$2,900.00
54	Main Sewer Line Replacement with 27" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$3,000.00
55	Main Sewer Line Replacement with 30" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$3,100.00
56	Main Sewer Line Replacement with 30" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$3,200.00
57	Main Sewer Line Replacement with 36" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$3,300.00
58	Main Sewer Line Replacement with 36" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$3,400.00
59	Main Sewer Line Replacement with 48" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$3,500.00
60	Main Sewer Line Replacement with 48" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$3,600.00
61	Sewer Bypass Set-up, Monitoring and Take Down	Daily rate	\$20,000.00

AVERAGE UNIT PRICE OF BID ITEM 13 THROUGH 18	Bid Item #13 Unit Price	\$1,500.00
	Bid Item #14 Unit Price	\$1,600.00
	Bid Item #15 Unit Price	\$1,600.00
	Bid Item #16 Unit Price	\$1,760.00
	Bid Item #17 Unit Price	\$1,600.00
	Bid Item #18 Unit Price	\$1,900.00
	TOTAL	\$9,960.00
AVERAGE (Total ÷ 6)	\$1,660.00	

EXHIBIT "D"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- (b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____ I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____ I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

KIRTLEY CONSTRUCTION, INC.


By: _____
Troy Kirtley, President

Date: _____

**CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT**

The following bid was opened on the 3rd day of December 2025 at 2:00 p.m. on behalf of the Municipal Utilities and Engineering Department for **On-Call Sewer Collection System Repair & Construction Services. Project No. 20251203.** The bid amounts have not been checked and are subject to correction after the bids have been completely reviewed.


No.	Plan Holder's Name	Bid Certification Signed	Total Bid Amount Average Total of 6
1	Kitley Construction Inc., dba TK Construction, San Bernardino, CA	Yes	\$1,660.00
2	MCC Pipeline, Inc., Yucaipa, CA	Yes	\$1,991.67
3	Tryco General Engineering, Rimforest, CA	Yes	\$2,950.00
4	Big Ben Inc., Irvine, CA	Yes	\$2,964.83
5	Giles Engineering, Lake Elsinore, CA	Yes	\$11,756.98



Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: John Harris
Staff: Bryan Arellano, Goutam Dobey

ORIGINAL

PART 2
REQUEST FOR BID #20251203
On-Call Sewer Collection System Repair & Construction Services

BID DOCUMENTS COVER PAGE	
Name of Firm, Entity or Organization: Kirtley Construction, Inc. dba TK Construction	
Federal Employer Identification Number (EIN): [REDACTED]	
State of California License Number (if applicable): 811801	
Name of Contact person: Patricia Kirtley	
Title: Secretary/Treasurer	
Email address: tntkirtley@msn.com	
Mailing Address: P.O. Box 9608	
Street Address (if different):	
City, State, Zip: San Bernardino, CA 92427	
Telephone: 909-473-8739 Fax: 909-473-3067	
Organization: (check one)	Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Proprietorship: <input type="checkbox"/> Joint Venture: <input type="checkbox"/> Other: <input type="checkbox"/>
If Corporation: Date of Incorporation: 01/01/2006 State of Incorporation: California	
States Registered in as Foreign Corporation: N/A	
Authorized Signature:	
Print Name: David King	
Signature:	
Title: Vice President	
Phone: 909-473-8739	
<i>This document must be completed and returned with your submittal.</i>	

BIDDER CERTIFICATION				
On-Call Sewer Collection System Repair & Construction Services				
Submit To: City of Redlands				
Office of the City Clerk 35 Cajon Street, Suite 4 Redlands, CA 92373		City of Redlands Request for Bid (RFB Certification And Addenda Acknowledgment		
DUE DATE:	DUE TIME:	REQUEST FOR BID		
Wednesday, December 3, 2025	2:00pm	#20251203		
BIDDER NAME:		PHONE NUMBER:		
Kirtley Construction, Inc. dba TK Construction		909-473-8739		
BIDDER MAILING ADDRESS:		FAX NUMBER:		
P.O. Box 9608		909-473-3067		
CITY/STATE/ZIP		E-MAIL ADDRESS:		
San Bernardino, CA 92427		tntkirtley@msn.com		
<p>"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this REQUEST FOR BID and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for assessment of liquidated damages claims. I further certify that the services will meet or exceed the REQUEST FOR BID requirements. I, the undersigned, declare that I have carefully examined the REQUEST FOR BID, specifications, terms and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this REQUEST FOR BID with any other Offer or and have not colluded with any offertory or parties to a REQUEST FOR BID whatsoever for any fraudulent purpose."</p>				
_____	_____	_____	_____	_____
Addendum #	Addendum #	Addendum #	Addendum #	Addendum #
<p>"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an REQUEST FOR BID for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this REQUEST FOR BID and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the REQUEST FOR BID, including but not limited to certification requirements. In conducting offers with an agency for the City of Redlands respondent agrees that if this bid is accepted, the respondent will convey, sell, assign, or transfer to the City all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the City. At the City's discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent."</p>				
David King - Vice President				December 3, 2025
Authorized Bidder Name, Title (Print)		Authorized Signature		Date
<i>This form must be completed and returned with your Submittal</i>				

Executive Summary – Kirtley Construction, Inc. dba TK Construction

Organizational Framework

- Troy Kirtley: President
- Patricia Kirtley: Secretary/Treasurer
- David King: Vice President
- Trevor Doyle: Supervisor/Foreman

B. Key Staff Roles

Troy Kirtley: Owner, President, Field Supervisor, Project Manager

- 35+ years of experience specializing in underground utilities, paving, water distribution structures.
- Competent person training: Trench shoring and Confined Spaces.
- Certified pipeline welder.
- Class A Driver.

David King: Vice President, General Manager, Field Supervisor, Account Manager

- 20 years of experience specializing in underground utilities, earth moving, erosion control, SWPPP, risk management, project management, sediment control, water tanks, pumps, distribution facilities, and best management practices, emergency response and communication.
- Competent person training: Trench shoring and confined space.
- Class A driver.
- Bachelors degree in economics, Cal State San Bernardino
- Cal Trans 24 hour SWPPP Certification.
- Department of Transportation, Certified Supervisor in drug and alcohol testing program.
- Water distribution operator D1 certification: # 35599.
- CESSWI, Certified Erosion, Sediment, and Storm Water Inspector, # 3150.
- California Certified QSP (qualified storm water practitioner), # 23780.
- FEMA training in emergency response and communication IS 700+

Trevor Doyle: Foreman, Supervisor, Welder, Operator.

- 17 years of experience specializing in underground utilities, paving, water distribution structures.
- Competent person training: Trench shoring and Confined Spaces.
- Certified pipeline welder. Position 6G
- Class A Driver.
- Certified OSHA 30 safety.
- Certified scaffold and crane operation training.
- Certified flagger training.

Experience and References

1 **Client:** Crestline Lake Arrowhead Water Agency
Contact: Jennifer Spindler **Email:** clawa2@clawa.net
Address: 24116 Crest Forest Dr. **Phone:** 909-338-1779 **Fax:** 909-338-3686
Crestline, CA 92325
Start Date: 2004 **to** Current
Nature of work: On-call contractor: water repairs

2 **Client:** Western Municipal Water District
Contact: Alex Chang **Email:** achang@wmwd.com
Address: 16451 El Sobrante Rd. **Phone:** 951-789-5110 **Fax:** 951-780-0273
Riverside, CA 92503
Start Date: 2015 **to** Current
Nature of work: On-call contractor: water repairs

3 **Client:** San Bernardino County Special Districts
Contact: Lisa Green **Email:** lisa.green@sbd.county.gov
Address: 222 W. hospitality Ln. **Phone:** 909-386-8821 **Fax:** 909-386-8839
San Bernardino, CA
92415
Start Date: 2013 **to** Current
Nature of work: On-call contractor: water and sewer repair

4 **Client:** San Bernardino Municipal Water Department - Sewer
Contact: Richard Hyle **Email:** richard.hyle@sbmwd.org
Address: 399 Chandler Place **Phone:** 909-453-6270 **Fax:** N/A
San Bernardino, CA
92408
Start Date: 2004 **to** Current
Nature of work: On-call contractor: Sewer leaks, manhole lids, bypass, asphalt repair.

FIRM INFORMATION/ORGANIZATION	
CONTRACT MANAGEMENT CONTACT INFORMATION	
SHOP OWNER OR MANAGER	
NAME	David King
TITLE	Vice President
OFFICE PHONE	909-473-8739
CELL	909-499-9576
FAX	909-473-3067
HOURS AVAILABLE	M-F 7am - 3:30pm
CONTRACT MANAGER	
NAME	Patricia Kirtley
TITLE	Secretary/Treasurer
OFFICE PHONE	909-473-8739
CELL	909-499-9595
FAX	909-473-3067
HOURS AVAILABLE	M-F 7am - 3:30pm
ALTERNATE CONTACT	
NAME	Troy Kirtley
TITLE	President
OFFICE PHONE	909-473-8739
CELL	909-499-1527
FAX	909-473-3067
HOURS AVAILABLE	M-F 7am - 3:30pm
EMERGENCY CONTACT/ AFTER HOURS CONTACT	
NAME	David King
TITLE	Vice President
OFFICE PHONE	909-473-8739
CELL	909-499-9576
FAX	909-473-3067
HOURS AVAILABLE	24 Hrs/365

PART 4**BID # 20251203 On-Call Sewer Collection System Repair & Construction Services****THIS IS A BRAND SPECIFIC BID, NO SUBSTITUTE WILL BE ACCEPTED**

Bidder must bid on all items.

Award will be made to the lowest average Unit Price of the bid items 13 through 18

ITEM	DESCRIPTION	Unit of Measure	Unit Price
1	Raise Sewer Manhole	Each	\$ 8500.00
2	Uncover and Raise Sewer Manhole	Each	\$ 8500.00
3	Repair Invert Flow Line of Manhole	Each	\$ 8500.00
4	Repair Manhole Bench	Each	\$ 8800.00
5	Install Manhole Bench	Each	\$ 8800.00
6	Repair Manhole Shaft and Cone	Each	\$ 15,200.00
7	Replace Manhole Ring and Cover (City to Supply Ring & Cover)	Each	\$ 7,000.00
8	Install new Manhole (City to supply Ring & Cover)	Each	\$ 26,300.00
9	Main Sewer Line Spot Repair with 4" SDR-35 @ 3'-8' depth	Per linear foot	\$ 1,200.00
10	Main Sewer Line Spot Repair with 4" SDR-35 @ 8'-15' depth	Per linear foot	\$ 1,500.00
11	Main Sewer Line Spot Repair with 6" SDR-35 @ 3'-8' depth	Per linear foot	\$ 1,200.00
12	Main Sewer Line Spot Repair with 6" SDR-35 @ 8'-15' depth	Per linear foot	\$ 1,500.00
13	Main Sewer Line Spot Repair with 8" SDR-35 @ 3'-8' depth	Per linear foot	\$ 1,500.00
14	Main Sewer Line Spot Repair with 8" SDR-35 @ 8'-15' depth	Per linear foot	\$ 1,600.00
15	Main Sewer Line Spot Repair with 10" SDR-35 @ 3'-8' depth	Per linear foot	\$ 1,600.00
16	Main Sewer Line Spot Repair with 10" SDR-35 @ 8'-15' depth	Per linear foot	\$ 1,760.00
17	Main Sewer Line Spot Repair with 12" SDR-35 @ 3'-8' depth	Per linear foot	\$ 1,600.00
18	Main Sewer Line Spot Repair with 12" SDR-35 @ 8'-15' depth	Per linear foot	\$ 1,900.00
19	Main Sewer Line Spot Repair with 15" SDR-35 @ 3'-8' depth	Per linear foot	\$ 3,400.00
20	Main Sewer Line Spot Repair with 15" SDR-35 @ 8'-15' depth	Per linear foot	\$ 4,200.00
21	Main Sewer Line Spot Repair with 18" SDR-35 @ 3'-8' depth	Per linear foot	\$ 4,800.00
22	Main Sewer Line Spot Repair with 18" SDR-35 @ 8'-15' depth	Per linear foot	\$ 5,600.00
23	Main Sewer Line Spot Repair with 20" SDR-35 @ 3'-8' depth	Per linear foot	\$ 5,200.00
24	Main Sewer Line Spot Repair with 20" SDR-35 @ 8'-15' depth	Per linear foot	\$ 6,000.00

ITEM	DESCRIPTION	Unit of Measure	Unit Price
25	Main Sewer Line Spot Repair with 24" SDR-35 @ 3'-8' depth	Per linear foot	\$ 5,600.00
26	Main Sewer Line Spot Repair with 24" SDR-35 @ 8'-15' depth	Per linear foot	\$ 7,200.00
27	Main Sewer Line Spot Repair with 27" SDR-35 @ 3'-8' depth	Per linear foot	\$ 7,600.00
28	Main Sewer Line Spot Repair with 27" SDR-35 @ 8'-15' depth	Per linear foot	\$ 9,000.00
29	Main Sewer Line Spot Repair with 30" SDR-35 @ 3'-8' depth	Per linear foot	\$ 9,000.00
30	Main Sewer Line Spot Repair with 30" SDR-35 @ 8'-15' depth	Per linear foot	\$ 10,000.00
31	Main Sewer Line Spot Repair with 36" SDR-35 @ 3'-8' depth	Per linear foot	\$ 11,000.00
32	Main Sewer Line Spot Repair with 36" SDR-35 @ 8'-15' depth	Per linear foot	\$ 12,000.00
33	Main Sewer Line Spot Repair with 48" SDR-35 @ 3'-8' depth	Per linear foot	\$ 13,000.00
34	Main Sewer Line Spot Repair with 48" SDR-35 @ 8'-15' depth	Per linear foot	\$ 16,000.00
35	Main Sewer Line Replacement with 4" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 1,100.00
36	Main Sewer Line Replacement with 4" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 1,200.00
37	Main Sewer Line Replacement with 6" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 1,300.00
38	Main Sewer Line Replacement with 6" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 1,400.00
39	Main Sewer Line Replacement with 8" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 1,500.00
40	Main Sewer Line Replacement with 8" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 1,600.00
41	Main Sewer Line Replacement with 10" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 1,700.00
42	Main Sewer Line Replacement with 10" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 1,800.00
43	Main Sewer Line Replacement with 12" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 1,900.00
44	Main Sewer Line Replacement with 12" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 2,000.00
45	Main Sewer Line Replacement with 15" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 2,100.00
46	Main Sewer Line Replacement with 15" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 2,200.00
47	Main Sewer Line Replacement with 18" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 2,300.00
48	Main Sewer Line Replacement with 18" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 2,400.00
49	Main Sewer Line Replacement with 20" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 2,500.00

ITEM	DESCRIPTION	Unit of Measure	Unit Price
50	Main Sewer Line Replacement with 20" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 2,600.00
51	Main Sewer Line Replacement with 24" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 2,700.00
52	Main Sewer Line Replacement with 24" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 2,800.00
53	Main Sewer Line Replacement with 27" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 2,900.00
54	Main Sewer Line Replacement with 27" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 3,000.00
55	Main Sewer Line Replacement with 30" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 3,100.00
56	Main Sewer Line Replacement with 30" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 3,200.00
57	Main Sewer Line Replacement with 36" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 3,300.00
58	Main Sewer Line Replacement with 36" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 3,400.00
59	Main Sewer Line Replacement with 48" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$ 3,500.00
60	Main Sewer Line Replacement with 48" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$ 3,600.00
61	Sewer Bypass Set-up, Monitoring and Take Down	Daily rate	\$ 20,000.00

AVERAGE UNIT PRICE OF BID ITEM 13 THROUGH 18	Bid Item #13 Unit Price	\$ 1,500.00
	Bid Item #14 Unit Price	\$ 1,600.00
	Bid Item #15 Unit Price	\$ 1,600.00
	Bid Item #16 Unit Price	\$ 1,760.00
	Bid Item #17 Unit Price	\$ 1,600.00
	Bid Item #18 Unit Price	\$ 1,900.00
	TOTAL	\$ 9,960.00
	AVERAGE (Total ÷ 6)	\$ 1,660.00




For any item(s) that do not have price listed in the item list you are bidding on, vendor shall offer the best available government pricing, the City will pay up to 20% above manufacturers cost.

Please indicate the not-to exceed percent (%) mark-up you offer: 15%.

CONTRACT TERM (Please Complete)

The City may or may not exercise its option to renew this agreement as stipulated under the same price, terms and conditions for a period one two three additional year(s).

Signature 
David King

Title Vice President

Date 12/03/2025



City of Redlands Acknowledgment of Receipt Statement

I acknowledge by signing this document, that I have received and reviewed the City of Redlands' Contractor Safety Program and understand that it contains valuable information on the City's policies and procedures regarding employee safety as it pertains to Contractor activities. Furthermore, I acknowledge that failure to comply with any of these procedures may lead to termination of the contract with the City.

Contractor Signature

David King

Contractor Name (Print)

Vice President

Contractor Title:

December 3, 2025

Date Signed

If you have any questions regarding this document, please contact the
Risk Management Division at (909) 798-7514.

CITY OF REDLANDS SAFETY PREQUALIFICATION QUESTIONNAIRE

Omitting or reporting false information on this questionnaire may result in disqualification of bid. The City of Redlands reserves the right to conduct random or for-cause audits of information stated in this questionnaire. If deemed necessary, additional documentation may be requested by the City to verify responses on this questionnaire.

SECTION 1 – GENERAL INFORMATION

Company Name: Kirtley Construction, Inc. dba TK Construction		
Contractor License #: 811801	Expiration Date: 09/30/2026	
Address: P.O. Box 9608		
City: San Bernardino	State: California	Zip Code: 92427
Name of Person Submitting Application: David King		
Title: Vice President	Telephone #:	
Email Address: tntkirtley@msn.com		
Identify the highest-ranking Safety/Health Professional in your Company:		
Name: David King		
Title: Vice President	Telephone #: 909-473-8739	

SECTION 2 – INCIDENT RATES & WORKER’S COMPENSATION INFORMATION

INCIDENT RATES

Provide your actual injury and illness data below:

Provide the NAICS Code Number that best represents your Firm: 237110
Provide any additional numbers here:

(Provide three full years of data)	Last Calendar	2 Years Ago	3 Years Ago
	2024	2023	2022
Number of hours worked by all employees:	54,287	53,307	46,393
Total Recordable Incident Rate*:	3.68	7.51	0
D.A.R.T. Rate*:	0	0	0
Total Number of Fatalities:	0	0	0

Incident Rate = [(Total Recordable Cases X 200,000 hours)/ Number of hours worked by all employees]

D.A.R.T. Rate = [(Total Number of entries for Days Away, Restricted and Job Transfer X 200,000 hours)/ Number of hours worked by all employees]

If your latest incident rates and D.A.R.T. rates are greater than 100% of the industry average for all your NAICS code Numbers Listed, your bid may be disqualified.

The industry average can be found at www.bls.gov

WORKERS’ COMPENSATION INFORMATION

1 Provide your Workers’ Compensation Experience Modification Rate (EMR) Data:

	Policy Year	EMR	
Current EMR*	2025	.78	* If your current EMR is greater than 1.25, initialing here certifies that you will provide a competent, full- time person or representative responsible for safety for all City projects: _____ * Initialing here certifies that your firm does not have an EMR: _____ (Submit a copy of your firm’s Loss Run Reports for the last three years if your firm does not have an EMR.) Name of your firm’s Workers’ Compensation carrier: Zurich American Insurance Company Phone Number of Workers’ Compensation carrier c/o Alliant Insuranced Services (949) 756-0271
1 Year Ago:	2024	.80	
2 Years Ago:	2023	.80	
3 Years Ago:	2022	.78	

2. Is your firm self-insured for Workers' Compensation claims? Yes No

If yes, please attach a copy of the latest Annual Report to the State of California Department of Industrial Relations and/or State of California Certificate of Self-Insurance.)

SECTION 3– CITATION HISTORY

1. Has your firm received any regulatory citations in the last threeyears? Yes No

If yes, please answer the question below.

2. Were any of the confirmed (Closed) citations classified as Serious, Willful, Repeat, or Failure to abate?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
3. If yes, please explain:		
4. Have you abated all the citations issued to you in the last three years	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. If no, please explain abatement action plan: N/A		

SECTION 4 – SAFETY POLICIES

Questions (Please check YES or NO)		YES	NO*
1.	Does your company provide and adhere to a written Illness Prevention Program (IIPP) (CCR Title 8 §3203(a))? If yes, a copy of the program will be required on-hand at the job site throughout the duration of the contract. Please attach a copy to your bid proposal.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	Does your company provide and conduct Tailgate Meetings or equivalent with employees at least every 10 working days? (CCR Title 8 §1509(e))	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	Does your company have a policy for disciplinary action for unsafe behavior ensuring employee compliance with safe and healthy work practices? (CCR Title 8 §3203(a)(2))	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Does your company provide and abide by a written Code of Safe Practices that relates to your firm's operations. (CCR Title 8 §1509(b)) If yes, a copy of the Code of Safe Practices will be required on-hand at the job site throughout the duration of the contract. Please attach a copy with your bid proposal.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5.	Does your company perform JHAs? (CCR Title 8 §1511(b))	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6.	Does your company provide training and retraining programs for ensuring employee compliance with safe and healthy work practices? (CCR Title 8 §3203 (a)(2), (a)(7))	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7.	Does your company provide training and retraining programs for ensuring employee compliance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
*Please provide reason(s) for NO answer in the box below or on a separate sheet of paper.			

Failure to provide the above-referenced documents will result in the contractor's bid being disqualified.

SECTION 5 – SAFETY PROGRAMS AND PROCEDURES

PLEASE ANSWER ALL QUESTIONS BY CHECKING YES OR NO, AND ATTACHING APPROPRIATE DOCUMENTS THAT MAY APPLY OR AS REQUESTED.

		YES	NO
1.	Is Confined Space work anticipated in the scope of the work awarded? (If no, please proceed to Question 2)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, please attach the following:		Attached?	
	Copy of written Confined Space Entry Procedure	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel authorized on jobsite to work in confined space(s)	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel authorized on jobsite to serve as Rescue Team	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
2.	Is work requiring Lockout/Tagout protocols anticipated in the scope of the work awarded? (If no, please proceed to Question 3)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, please attach the following:		Attached?	
	Copy of written Lockout/Tagout (LOTO) Procedure	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel authorized on jobsite to perform LOTO	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
3.	Is work requiring a personal lift anticipated in the scope of the work awarded? (If no, please proceed to Question 4)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, please attach the following:		Attached?	
	List of personnel authorized on jobsite to use lifts	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
4.	Is work requiring a forklift anticipated in the scope of the work awarded? (If no, please proceed to Question 5)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, please attach the following:		Attached?	
	List of personnel authorized on jobsite to use a forklift	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
5.	Is work requiring a crane anticipated in the scope of the work awarded? (If no, please proceed to Question 6)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, please attach the following:		Attached?	
	Copy of written Crane Program	<input type="checkbox"/>	<input type="checkbox"/>
	Copy of all expected Crane operators' Certifications	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel designated as Competent under Crane program	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
NOTE: If awarded bid, more documentation may be required			

6.	Is Hot Work (as defined by OSHA) anticipated in the scope of the work awarded? (If no, please proceed to Question 7)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	If yes, please attach the following:	Attached?	
	Copy of written Hot Work Procedure	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel authorized on jobsite to perform Hot Work	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
7.	Is Trenching/ Excavation work anticipated in the scope of the work awarded? (If no, proceed to Question 8)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Is a plan in place for the disposal of all material that cannot be returned to the trench/ excavation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Are appropriate materials for barricading or securing work area at jobsite?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Has a permit from the Department of Industrial Relations for excavations deeper than 5 feet been obtained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	If yes, please attach the following:	Attached?	
	Copy of written Trenching/ Excavation Procedure	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Copy of Permit if trench is to exceed depth of 5 feet	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	List of personnel designated as Competent under Trenching/ Excavation Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	If awarded - documentation will be provided upon request	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NOTE: If awarded bid, more documentation may be required			
8.	Is electrical work anticipated in the scope of the work awarded? (If no, proceed to Question 9)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	If yes, please attach the following:	Attached?	
	Copy of written Electrical Safety Program	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel designated as Competent under Electrical Safety Program	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
9.	Is work that may have an arc flash potential anticipated in the scope of the work awarded? (If no, proceed to Question 10)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Are all materials required to safely perform arc flash present?	<input type="checkbox"/>	<input type="checkbox"/>
	If yes, please attach the following:	Attached?	
	Copy of Arc Flash Procedure	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel designated as Competent under Arc Flash Program	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>

0.	Is work involving chemicals anticipated in the scope of the work awarded? (If no, proceed to Question 11)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, please attach the following:		Attached?	
	Copy of written Hearing Conservation Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	List of personnel working in high noise areas	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	No attachment required because all employees will be working in high noise area	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
1.	Is work involving chemicals anticipated in the scope of the work awarded? (If no, proceed to Question 12)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
* Copies of SDS for Chemicals used must be kept at jobsite			
Please attach the following:		Attached?	
	Copy of written Hazard Communication Program	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel performing work with chemicals	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
List trade names of all hazardous materials which you will be using on site:			
2.	Is work on or adjacent to public roadways anticipated in the scope of the work awarded? (If no, proceed to Question 13)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Do you have the appropriate provisions (signs, devices, barricades/)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Please attach the following:		Attached?	
	Please provide a list of personnel working in traffic areas.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	No attachment required because all employees will be working in traffic areas	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
NOTE: If awarded bid, more documentation may be required			
3.	Is it anticipated in the scope of the work awarded that exposure to asbestos is possible? (If no, proceed to Question 14)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Please attach the following:		Attached?	
	Copy of written procedure(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	List of personnel working with potential exposure to asbestos	If awarded - documentation will be provided upon request	
	Verification of personnel training (copies of certs, cards, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

4.	Is it anticipated in the scope of the work awarded that exposure to silica is possible? (i.e. sandblasting, concrete demolition, concrete saw cutting, surface grinding, etc.) (If no, proceed to Question 15)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Please attach the following:		Attached?	
	Copy of Silica Control Plan	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel working with potential exposure to silica	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
5.	Is work at heights anticipated in the scope of the work awarded? (If no, proceed to Question 16)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Please attach the following:		Attached?	
	Copy of written Fall Protection Program	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel designated as Competent under Fall Protection Program	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
6.	Is work requiring the use of respirators anticipated in the scope of the work awarded? (If no, proceed to Question 17)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Please attach the following:		Attached?	
	Copy of written Respiratory Protection Program	<input type="checkbox"/>	<input type="checkbox"/>
	List of personnel using respirators	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of personnel training (copies of certs, cards, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
7.	If the scope of work to be performed is not adequately represented by questions (1-16), please list any additional Health & Safety concerns below.		

SECTION 6 – COMPLIANCE HISTORY ON CITY PROJECTS

In addition to the previous sections, Contractors that have previously been awarded work by the City, will be equally evaluated on their compliance history in relation to City projects.

SECTION 7 – CERTIFICATION STATEMENT

I Certify under penalty of perjury that:

- a. the information contained herein is true and correct to the best of my knowledge, and
- b. no attempt has been made to give false or misleading information or to withhold any information.

Signature of Authorized Representative:



Title of Authorized Representative

Vice President

Printed Name of Authorized Representative

Date Signed:

David King

December 3, 2025

INJURY AND ILLNESS PREVENTION PROGRAM FOR TK Construction

RESPONSIBILITY

The Injury and Illness Prevention Program (IIPP) administrator, David King, General Manager, 909-499-9576 has the authority and responsibility for implementing the provisions of this program for TK Construction

All managers, supervisors and lead personnel are responsible for implementing and maintaining the IIPP in their work areas and for answering worker questions about the Program. A copy of this IIPP is available in main office and supervisor trucks

COMPLIANCE

Management is responsible for ensuring that all safety and health policies and procedures are clearly communicated and understood by all employees. Supervisors and lead personnel are expected to enforce the rules fairly and uniformly.

All employees are responsible for using safe work practices, for following all directives, policies and procedures, and for assisting in maintaining a safe work environment.

The following is our system of ensuring that all workers comply with the rules and maintain a safe work environment:

- Informing workers of the provisions of our IIPP;
- Evaluating the safety performance of all workers;
- Recognizing employees who perform safe and healthful work practices. This recognition is accomplished by: Employees who make a significant contribution to the maintenance of a safe workplace, as determined by their supervisors, will receive written acknowledgment of such contributions which is maintained in the employees' personnel files.;
- Providing training to workers whose safety performance is deficient;
- Disciplining workers for failure to comply with safe and healthful work practices. The following outlines our disciplinary process: When it becomes necessary, our company reserves the right to discipline employees who knowingly violate company safety rules or policies. Disciplinary measures will include, but are not limited to: i. Verbal warning (documented) for minor offenses. ii. Written warning for more severe or repeated violations. iii. Suspension without pay, if verbal and written warnings do not prove to be sufficient. If none of the above measures achieve satisfactory corrective results, and no other acceptable solution can be found, the company will have no choice but to TERMINATE employment for those who continue to jeopardize their own safety and the safety of others.
- Other means that we use to ensure employee compliance with safe and healthful work practices include: Management is responsible for ensuring that all safety and health policies and procedures are clearly communicated and understood by all employees. Managers and superintendents are expected to enforce the rules fairly and uniformly. All employees are responsible for using safe work practices, for following all directives, policies and procedures, and for assisting in maintaining a safe work environment. Our system of ensuring that all workers comply with the rules and maintain a safe work

environment include: 1. Informing workers of the provisions of our IIP Program; 2. Evaluating the safety performance of all workers; 3. Recognizing superintendents who perform safe and healthful work practices; 4. Providing training to workers whose safety performance is deficient; 5. Disciplining workers for failure to comply with safe and healthful work practices;

COMMUNICATION

The following is our system of communication, designed to facilitate a continuous flow of two-way (management, supervision and employees) safety and health information in a form that is readily understandable to and between all affected site personnel:

- New worker orientation, including a discussion of site-specific safety and health policies and procedures.
- Follow-through by supervision to ensure effectiveness.
- Workplace-specific safety and health training.
- Safety meetings held at least every Friday. Safety meetings will be conducted on a weekly basis at each jobsite, by our company. These meetings will be short (5 - 10 minutes), and will cover 1-2 specific subjects. Safety meetings are required by CAL/OSHA in order to successfully communicate important information to employees, as well as promote safety awareness. These meetings will be documented. – more frequently as deemed necessary by the creation of hazards or occurrence of injuries and illnesses.
- Effective communication of safety and health concerns between workers and supervisors, including language translation where appropriate.
- Posted and distributed safety information.
- A system for workers to anonymously inform management about workplace hazards. This is accommodated by Managers, supervisors, and employees will report any hazardous conditions or activities noted: i. As a result of the formal monthly or quarterly inspections, and i. During daily routine operations. Hazards can be reported to their supervisors anonymously. There will be a safety suggestion box at each location where notices can be deposited
- Vehicle and site-specific codes of safe work practices.
- Other means we use to ensure communication with employees include: It is this company's policy to maintain open communication between management and staff on matters pertaining to safety. All input regarding safety is considered important, and employees are encouraged to actively participate in the company safety program. Employees should feel free to express any safety concerns during safety meetings, individually to supervisors or in writing on the Safety Hazard Notice. All safety suggestions will be given serious consideration and each will receive a response. In turn, the company will provide current safety news and activities, safety reading materials, signs, posters and a bulletin board for easy access to information. Also, regular safety meetings will be held so that all employees have an opportunity to receive safety training and voice personal opinions regarding safety and health matters.

yes Our organization elects to use a labor/management safety and health committee meeting all the requirements of T8CCR 3203 (7)(c)(1) – (7) to comply with the communication requirements of subsection (a)(3) of T8CCR 3203.

no Our organization has less than ten employees and complies with the requirements of subsection (a)(3) of T8CCR 3203 by communicating and instructing employees orally in:

- general safe work practices with specifics with respect to hazards unique to the employees' job assignment.

HAZARD ASSESSMENT

Periodic inspections to identify and evaluate workplace hazards shall be performed by David King, Trevor Doyle, Troy Kirtley, David Palmer, according to the following schedule:

- When our Injury and Illness Prevention Program was first established;
- At least Identification of workplace hazards will be accomplished through a cooperative effort between management, supervisors, employees and safety consultants. Responsibility and accountability for effective hazard identification will be placed on all employees, at all levels. The methods employed will include: 1. Monthly company location inspections of the shops, yards, storage areas, equipment, rolling stock and office areas. These inspections will be performed by the Safety Director and/or the Safety Consultant. 2. Weekly job site inspections; performed by the Safety Director, Safety Supervisors and/or the Safety Consultant. Each location will perform at least one job site inspection each week. Inspections shall be made to identify and evaluate hazards: 1. when this program is first established, 2. whenever new substances, processes, procedures or equipment are introduced to the workplace that represent a new occupational safety and health hazard, and 3. whenever we are made aware of a new or previously unrecognized hazard. prior to beginning of the shifts;
- When new substances, processes, procedures or equipment that present potential new hazards are introduced into our workplace;
- When new, previously unidentified hazards are recognized;
- When occupational injuries and illnesses occur;
- When we hire and/or reassign permanent or intermittent workers to processes, operations, or tasks for which a hazard evaluation has not been previously conducted; and

Whenever workplace conditions warrant an inspection.

Periodic inspections consist of identification and evaluation of workplace hazards utilizing applicable sections of the attached Hazard Assessment Checklist*, and any other effective methods to identify and evaluate workplace hazards.

ACCIDENT/EXPOSURE INVESTIGATIONS

Investigation of workplace accidents, hazardous substance exposures and near-accidents will be done by Accident investigation is a systematic method for collecting factual information that makes it possible to accurately reconstruct the accident and determine the underlying reasons for

the cause of the accident. The investigation is fact-finding, not fault finding. Once the primary causes for the accident have been determined, preventative measures can be identified and effectively instituted. Each supervisor has a prominent role in conducting an accident investigation. The responsibility for conducting an accident investigation includes collecting the facts, determining the sequence of events that resulted in the accident, identify action to prevent recurrence, and provide follow-up to ensure that corrective action was effective. All accidents should be investigated promptly regardless of their severity. Promptness of the investigation is essential since conditions at the accident scene change. Moreover, witnesses are more likely to relate circumstances as they were, without the added conjecture that comes late from discussions of the accident with other employees. Promptness in checking the scene assures employees that management is highly concerned for their well being. . The type of investigation depends on the nature and magnitude of the accident. Each department supervisor/manager shall promptly investigate, thoroughly analyze, and report in writing to (add name) all accidents involving personal injury and/or property damage or the potential there for, once they occur. Accident investigation reports shall be submitted within 24 hours of the first notice to the supervisor/manager. , and will include:

- Visiting the scene as soon as possible;
- Interviewing affected workers and witnesses;
- Examining the workplace for factors associated with the accident/exposure/near-accident;
- Determining the causes of the accident/exposure/near-accident;
- Taking corrective action to prevent the accident/exposure/near-accident from reoccurring; and
- Recording the findings and corrective actions taken on the attached OSHA Form 301.

HAZARD CORRECTION

Unsafe or unhealthy work conditions, practices or procedures at our work facilities shall be corrected **in a timely manner** based on the severity of the hazards, and according to the following procedures:

- When observed or discovered;
- When an imminent hazard exists which cannot be immediately abated without endangering employee(s) and/or property, we will remove all exposed workers from the area except those necessary to correct the existing condition. Workers necessary to correct the hazardous condition shall be provided with the necessary protection; and
- All such actions taken and dates they are completed shall be documented on the attached Identified Hazards and Correction Record*.

TRAINING AND INSTRUCTION

All workers, including management, supervisors, and lead personnel shall have training and instruction on general and job-specific safety and health practices. Training and instruction shall be provided as follows:

- When the IIPP is first established;
- To all new workers;
- To all workers given new job assignments for which training has not previously provided;
- Whenever new substances, processes, procedures or equipment are introduced to the workplace and represent a new hazard;
- Whenever we become aware of a new or previously unrecognized hazard;
- To supervisors to familiarize them with the safety and health hazards to which workers under their immediate direction and control may be exposed; and
- To all workers with respect to hazards specific to each employee's job assignment.

This training will include (but is not limited to):

- Explanation of our IIPP, emergency action plan and fire prevention plan, and measures for reporting any unsafe conditions, work practices, injuries and when additional instruction is needed.
- Availability of toilet, hand-washing, and drinking water facilities.
- Provisions for medical services and first aid, including emergency procedures.
- Proper housekeeping, such as keeping stairways and isles clear, work areas neat and orderly, and promptly cleaning up spills.
- Prohibiting horseplay, scuffling, or other acts that adversely influence safety.
- Proper storage to prevent:
 - stacking goods in an unstable manner
 - storing materials and good against doors, exits, for extinguishing equipment and electrical panels.

Where applicable our training may also include:

- Prevention of musculoskeletal disorders, including proper lifting techniques.
- Use of appropriate clothing, including gloves, footwear, and personal protective equipment.
- Information about chemical hazards to which employees could be exposed and other hazard communication program information.
- Proper food and beverage storage to prevent them from becoming contaminated.

In addition, **we provide specific instructions to all workers regarding hazards unique to their job assignment, to the extent that such information was not already covered in other training.**

RECORDKEEPING

Written IIPP and Documentation Requirements

Our organization has taken the following steps to implement and maintain our IIPP:

Our organization has ten or more employees and keeps records as follows:

1. Records of scheduled and periodic inspections including the person(s) conducting the inspection, the workplace hazards (i.e., unsafe conditions and work practices that have been identified) and the action(s) taken to correct the identified unsafe conditions and work practices, are recorded on the Hazard Assessment Checklist* and the Identified Hazards and Correction Record* and the Investigation/Corrective Action Report*. These records are maintained for at least one (1) year.

, EXCEPTION – Our organization has fewer than ten employees and maintains inspection records only until the hazard is corrected.

2. Documentation of safety and health training for each worker, including the worker's name or other identifier, training dates, type(s) of training, and training providers are recorded on the Worker Training and Instruction Record*. This documentation is maintained for at least one (1) year.

, EXCEPTION 1 – Our organization has fewer than ten employees and maintains a log of instructions provided to employees with respect to hazards unique to their job assignments when first hired or they are assigned new duties.

, EXCEPTION 2 – Our organization retains training records for the term of employment of employees who work for us for less than one (1) year. These records are provided to the employee(s) upon termination of their employment.

Hearing Loss Prevention Program For TK Construction

Purpose

This Hearing Loss Prevention Program is designed to protect employees from the effects of exposure to excessive noise at TK Construction

Hearing Protection Used at TK Construction

The following hearing protection is provided to employees at TK Construction. Employees will be allowed to select their choice of hearing protection in the size that fits them correctly.

<u>Brand name of hearing protection</u>	<u>Sizes available (where applicable)</u>
Multiple brands of disposable ear plugs.	Various sizes
_____	_____
_____	_____
_____	_____

Hearing protection is available from the following person(s) or at the following locations:
All foreman, office staff, and located on most if not all trucks.

Hearing protection is required in the following locations, job duties or when the following equipment is used:

Cutting of any type which utilizes a power saw.

Jackhammer

Use of heavy equipment for long hours

Asphalt grinding

Training

Training will be provided to all employees

- The effects of noise on hearing
- The purpose of hearing protectors, the advantage and disadvantages of various types, and instructions on how to use and care for them,

Our training program is described as follows:

Weekly and monthly tailgates meetings where issues pertaining to hearing safety may be discussed.

For questions related to this hearing conservation plan, please contact:

David King 909-499-9576

**CITY OF REDLANDS
MUNICIPAL UTILITIES & ENGINEERING DEPARTMENT
BID ANALYSIS**

Bid # 20251203

BID DATE: 3-Dec-2025

On-Call Sewer Collection System Repair & Construction Services

EST. START DATE:

Item No.	Base Bid	Quantity	Kirtley Construction, Inc.	MCC Pipeline, Inc.	Tryco General Engineering
			Unit Price	Unit Price	Unit Price
1	Raise Sewer Manhole	Each	\$8,500.00	\$1,850.00	\$2,980.00
2	Uncover and Raise Sewer Manhole	Each	\$8,500.00	\$1,960.00	\$3,980.00
3	Repair Invert Flow Line of Manhole	Each	\$8,500.00	\$1,600.00	\$8,800.00
4	Repair Manhole Bench	Each	\$8,800.00	\$2,450.00	\$9,800.00
5	Install Manhole Bench	Each	\$8,800.00	\$4,050.00	\$12,800.00
6	Repair Manhole Shaft and Cone	Each	\$15,200.00	\$2,600.00	\$14,800.00
7	Replace Manhole Ring and Cover (City to Supply Ring & Cover)	Each	\$7,000.00	\$1,600.00	\$2,980.00
8	Install new Manhole (City to supply Ring & Cover)	Each	\$26,300.00	\$9,250.00	\$18,000.00
9	Main Sewer Line Spot Repair with 4" SDR-35 @ 3'-8' depth	Per linear foot	\$1,200.00	\$1,250.00	\$680.00
10	Main Sewer Line Spot Repair with 4" SDR-35 @ 8'-15' depth	Per linear foot	\$1,500.00	\$2,200.00	\$740.00
11	Main Sewer Line Spot Repair with 6" SDR-35 @ 3'-8' depth	Per linear foot	\$1,200.00	\$1,300.00	\$880.00
12	Main Sewer Line Spot Repair with 6" SDR-35 @ 8'-15' depth	Per linear foot	\$1,500.00	\$2,297.00	\$1,020.00
13	Main Sewer Line Spot Repair with 8" SDR-35 @ 3'-8' depth	Per linear foot	\$1,500.00	\$1,310.00	\$2,500.00
14	Main Sewer Line Spot Repair with 8" SDR-35 @ 8'-15' depth	Per linear foot	\$1,600.00	\$2,475.00	\$2,600.00
15	Main Sewer Line Spot Repair with 10" SDR-35 @ 3'-8' depth	Per linear foot	\$1,600.00	\$1,325.00	\$3,000.00
16	Main Sewer Line Spot Repair with 10" SDR-35 @ 8'-15' depth	Per linear foot	\$1,760.00	\$2,650.00	\$3,100.00
17	Main Sewer Line Spot Repair with 12" SDR-35 @ 3'-8' depth	Per linear foot	\$1,600.00	\$1,350.00	\$3,200.00
18	Main Sewer Line Spot Repair with 12" SDR-35 @ 8'-15' depth	Per linear foot	\$1,900.00	\$2,840.00	\$3,300.00
19	Main Sewer Line Spot Repair with 15" SDR-35 @ 3'-8' depth	Per linear foot	\$3,400.00	\$1,475.00	\$16,000.00
20	Main Sewer Line Spot Repair with 15" SDR-35 @ 8'-15' depth	Per linear foot	\$4,200.00	\$3,200.00	\$16,500.00
21	Main Sewer Line Spot Repair with 18" SDR-35 @ 3'-8' depth	Per linear foot	\$4,800.00	\$2,000.00	\$17,000.00
22	Main Sewer Line Spot Repair with 18" SDR-35 @ 8'-15' depth	Per linear foot	\$5,600.00	\$4,200.00	\$17,800.00
23	Main Sewer Line Spot Repair with 20" SDR-35 @ 3'-8' depth	Per linear foot	\$5,200.00	\$2,150.00	\$18,800.00
24	Main Sewer Line Spot Repair with 20" SDR-35 @ 8'-15' depth	Per linear foot	\$6,000.00	\$4,400.00	\$19,800.00
25	Main Sewer Line Spot Repair with 24" SDR-35 @ 3'-8' depth	Per linear foot	\$5,600.00	\$2,415.00	\$29,200.00
26	Main Sewer Line Spot Repair with 24" SDR-35 @ 8'-15' depth	Per linear foot	\$7,200.00	\$6,550.00	\$29,300.00

Item No.	Base Bid	Quantity	Kirtley Construction, Inc.	MCC Pipeline, Inc.	Tryco General Engineering
			Unit Price	Unit Price	Unit Price
27	Main Sewer Line Spot Repair with 27" SDR-35 @ 3'-8' depth	Per linear foot	\$7,600.00	\$2,600.00	\$29,300.00
28	Main Sewer Line Spot Repair with 27" SDR-35 @ 8'-15' depth	Per linear foot	\$9,000.00	\$6,730.00	\$29,400.00
29	Main Sewer Line Spot Repair with 30" SDR-35 @ 3'-8' depth	Per linear foot	\$9,000.00	\$2,700.00	\$29,500.00
30	Main Sewer Line Spot Repair with 30" SDR-35 @ 8'-15' depth	Per linear foot	\$10,000.00	\$6,800.00	\$29,500.00
31	Main Sewer Line Spot Repair with 36" SDR-35 @ 3'-8' depth	Per linear foot	\$11,000.00	\$3,000.00	\$29,800.00
32	Main Sewer Line Spot Repair with 36" SDR-35 @ 8'-15' depth	Per linear foot	\$12,000.00	\$8,800.00	\$30,000.00
33	Main Sewer Line Spot Repair with 48" SDR-35 @ 3'-8' depth	Per linear foot	\$13,000.00	\$5,850.00	\$31,000.00
34	Main Sewer Line Spot Repair with 48" SDR-35 @ 8'-15' depth	Per linear foot	\$16,000.00	\$11,600.00	\$32,000.00
35	Main Sewer Line Replacement with 4" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,100.00	\$407.00	\$6,000.00
36	Main Sewer Line Replacement with 4" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,200.00	\$893.00	\$6,500.00
37	Main Sewer Line Replacement with 6" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,300.00	\$413.00	\$9,500.00
38	Main Sewer Line Replacement with 6" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,400.00	\$990.00	\$9,800.00
39	Main Sewer Line Replacement with 8" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,500.00	\$420.00	\$10,000.00
40	Main Sewer Line Replacement with 8" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,600.00	\$1,090.00	\$10,500.00
41	Main Sewer Line Replacement with 10" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,700.00	\$430.00	\$11,500.00
42	Main Sewer Line Replacement with 10" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,800.00	\$1,200.00	\$11,800.00
43	Main Sewer Line Replacement with 12" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,900.00	\$440.00	\$12,000.00
44	Main Sewer Line Replacement with 12" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$2,000.00	\$1,300.00	\$12,500.00
45	Main Sewer Line Replacement with 15" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$2,100.00	\$470.00	\$12,000.00
46	Main Sewer Line Replacement with 15" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$2,200.00	\$1,450.00	\$12,000.00
47	Main Sewer Line Replacement with 18" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$2,300.00	\$530.00	\$13,400.00
48	Main Sewer Line Replacement with 18" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$2,400.00	\$1,650.00	\$13,800.00
49	Main Sewer Line Replacement with 20" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$2,500.00	\$620.00	\$14,000.00
50	Main Sewer Line Replacement with 20" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$2,600.00	\$1,900.00	\$16,000.00
51	Main Sewer Line Replacement with 24" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$2,700.00	\$720.00	\$16,000.00
52	Main Sewer Line Replacement with 24" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$2,800.00	\$2,050.00	\$16,000.00
53	Main Sewer Line Replacement with 27" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$2,900.00	\$825.00	\$18,000.00
54	Main Sewer Line Replacement with 27" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$3,000.00	\$2,300.00	\$17,000.00

Item No.	Base Bid	Quantity	Kirtley Construction, Inc.	MCC Pipeline, Inc.	Tryco General Engineering
			Unit Price	Unit Price	Unit Price
55	Main Sewer Line Replacement with 30" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$3,100.00	\$855.00	\$17,000.00
56	Main Sewer Line Replacement with 30" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$3,200.00	\$2,445.00	\$17,000.00
57	Main Sewer Line Replacement with 36" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$3,300.00	\$1,125.00	\$18,000.00
58	Main Sewer Line Replacement with 36" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$3,400.00	\$2,650.00	\$19,000.00
59	Main Sewer Line Replacement with 48" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$3,500.00	\$1,900.00	\$19,000.00
60	Main Sewer Line Replacement with 48" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$3,600.00	\$3,175.00	\$20,000.00
61	Sewer Bypass Set-up, Monitoring and Take Down	Daily rate	\$20,000.00	\$11,200.00	\$18,000.00
Total Base Bid Item 13 Through 18			\$9,960.00	\$11,950.00	\$17,700.00
Average Bid (Total ÷ 6)			\$1,660.00	\$1,991.67	\$2,950.00

License Status	Active	Active	Active
Sub's License Status	N/A	N/A	N/A
Bid Bond Company			
Submitted Entire Bid Package	Yes	Yes	Yes
Submitted Sub's Qualification Statement	N/A	N/A	N/A
DIR Status	Active	Active	Active
Error in Bid	No	No	No

**CITY OF REDLANDS
MUNICIPAL UTILITIES & ENGINEERING DEPARTMENT
BID ANALYSIS**

Bid # 20251203

On-Call Sewer Collection System Repair & Construction Services

BID DATE: #####

EST. START DATE:

Item No.	Base Bid	Quantity	Big Ben Inc.	Giles Engineering
			Unit Price	Unit Price
1	Raise Sewer Manhole	Each	\$7,886.00	\$12,000.00
2	Uncover and Raise Sewer Manhole	Each	\$7,886.00	\$12,000.00
3	Repair Invert Flow Line of Manhole	Each	\$3,697.00	\$15,000.00
4	Repair Manhole Bench	Each	\$7,593.00	\$15,000.00
5	Install Manhole Bench	Each	\$14,756.00	\$100,000.00
6	Repair Manhole Shaft and Cone	Each	\$16,120.00	\$65,000.00
7	Replace Manhole Ring and Cover (City to Supply Ring & Cover)	Each	\$7,393.00	\$12,000.00
8	Install new Manhole (City to supply Ring & Cover)	Each	\$40,272.00	\$100,000.00
9	Main Sewer Line Spot Repair with 4" SDR-35 @ 3'-8' depth	Per linear foot	\$1,824.00	\$10,862.30
10	Main Sewer Line Spot Repair with 4" SDR-35 @ 8'-15' depth	Per linear foot	\$3,615.00	\$12,607.90
11	Main Sewer Line Spot Repair with 6" SDR-35 @ 3'-8' depth	Per linear foot	\$1,869.00	\$10,862.30
12	Main Sewer Line Spot Repair with 6" SDR-35 @ 8'-15' depth	Per linear foot	\$3,660.00	\$12,607.90
13	Main Sewer Line Spot Repair with 8" SDR-35 @ 3'-8' depth	Per linear foot	\$1,930.00	\$10,862.30
14	Main Sewer Line Spot Repair with 8" SDR-35 @ 8'-15' depth	Per linear foot	\$3,722.00	\$12,607.90
15	Main Sewer Line Spot Repair with 10" SDR-35 @ 3'-8' depth	Per linear foot	\$2,078.00	\$10,862.30
16	Main Sewer Line Spot Repair with 10" SDR-35 @ 8'-15' depth	Per linear foot	\$3,884.00	\$12,607.90
17	Main Sewer Line Spot Repair with 12" SDR-35 @ 3'-8' depth	Per linear foot	\$2,185.00	\$10,927.90
18	Main Sewer Line Spot Repair with 12" SDR-35 @ 8'-15' depth	Per linear foot	\$3,990.00	\$12,673.60
19	Main Sewer Line Spot Repair with 15" SDR-35 @ 3'-8' depth	Per linear foot	\$2,461.00	\$10,927.90
20	Main Sewer Line Spot Repair with 15" SDR-35 @ 8'-15' depth	Per linear foot	\$4,266.00	\$12,673.60
21	Main Sewer Line Spot Repair with 18" SDR-35 @ 3'-8' depth	Per linear foot	\$3,364.00	\$11,059.20

Item No.	Base Bid	Quantity	Big Ben Inc.	Giles Engineering
			Unit Price	Unit Price
22	Main Sewer Line Spot Repair with 18" SDR-35 @ 8'-15' depth	Per linear foot	\$4,814.00	\$12,804.80
23	Main Sewer Line Spot Repair with 20" SDR-35 @ 3'-8' depth	Per linear foot	\$3,604.00	\$11,059.20
24	Main Sewer Line Spot Repair with 20" SDR-35 @ 8'-15' depth	Per linear foot	\$5,053.00	\$12,804.80
25	Main Sewer Line Spot Repair with 24" SDR-35 @ 3'-8' depth	Per linear foot	\$5,712.00	\$11,124.80
26	Main Sewer Line Spot Repair with 24" SDR-35 @ 8'-15' depth	Per linear foot	\$4,821.00	\$12,870.40
27	Main Sewer Line Spot Repair with 27" SDR-35 @ 3'-8' depth	Per linear foot	\$6,849.00	\$11,321.70
28	Main Sewer Line Spot Repair with 27" SDR-35 @ 8'-15' depth	Per linear foot	\$5,972.00	\$13,067.30
29	Main Sewer Line Spot Repair with 30" SDR-35 @ 3'-8' depth	Per linear foot	\$6,754.00	\$11,321.70
30	Main Sewer Line Spot Repair with 30" SDR-35 @ 8'-15' depth	Per linear foot	\$5,876.00	\$13,067.30
31	Main Sewer Line Spot Repair with 36" SDR-35 @ 3'-8' depth	Per linear foot	\$8,480.00	\$11,714.40
32	Main Sewer Line Spot Repair with 36" SDR-35 @ 8'-15' depth	Per linear foot	\$7,602.00	\$13,461.10
33	Main Sewer Line Spot Repair with 48" SDR-35 @ 3'-8' depth	Per linear foot	\$12,195.00	\$12,516.10
34	Main Sewer Line Spot Repair with 48" SDR-35 @ 8'-15' depth	Per linear foot	\$11,331.00	\$14,261.70
35	Main Sewer Line Replacement with 4" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$396.00	\$10,862.30
36	Main Sewer Line Replacement with 4" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$785.00	\$12,607.90
37	Main Sewer Line Replacement with 6" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$409.00	\$10,862.30
38	Main Sewer Line Replacement with 6" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$798.00	\$12,607.90
39	Main Sewer Line Replacement with 8" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$422.00	\$10,862.30
40	Main Sewer Line Replacement with 8" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$811.00	\$12,607.90
41	Main Sewer Line Replacement with 10" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$483.00	\$10,862.30
42	Main Sewer Line Replacement with 10" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$883.00	\$12,607.90
43	Main Sewer Line Replacement with 12" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$505.00	\$10,927.90
44	Main Sewer Line Replacement with 12" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$906.00	\$12,673.60
45	Main Sewer Line Replacement with 15" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$629.00	\$10,927.90

Item No.	Base Bid	Quantity	Big Ben Inc.	Giles Engineering
			Unit Price	Unit Price
46	Main Sewer Line Replacement with 15" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,103.00	\$12,673.60
47	Main Sewer Line Replacement with 18" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$701.00	\$11,059.20
48	Main Sewer Line Replacement with 18" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,186.00	\$12,804.80
49	Main Sewer Line Replacement with 20" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$749.00	\$11,059.20
50	Main Sewer Line Replacement with 20" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,234.00	\$12,804.80
51	Main Sewer Line Replacement with 24" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$801.00	\$11,124.80
52	Main Sewer Line Replacement with 24" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,287.00	\$12,870.40
53	Main Sewer Line Replacement with 27" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,122.00	\$11,321.70
54	Main Sewer Line Replacement with 27" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,643.00	\$13,067.30
55	Main Sewer Line Replacement with 30" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,228.00	\$11,321.70
56	Main Sewer Line Replacement with 30" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,792.00	\$13,067.30
57	Main Sewer Line Replacement with 36" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$1,386.00	\$11,714.40
58	Main Sewer Line Replacement with 36" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$1,950.00	\$13,461.10
59	Main Sewer Line Replacement with 48" SDR-35 Pipe @ 3'-8' depth	Per linear foot	\$2,501.00	\$12,546.10
60	Main Sewer Line Replacement with 48" SDR-35 Pipe @ 8'-15' depth	Per linear foot	\$3,076.00	\$14,261.70
61	Sewer Bypass Set-up, Monitoring and Take Down	Daily rate	\$14,267.00	\$8,000.00
Total Base Bid Item 13 Through 18			\$17,789.00	\$70,541.90
Average Bid (Total ÷ 6)			\$2,964.83	\$11,756.98

License Status	Active	Active
Sub's License Status	N/A	N/A
Bid Bond Company		
Submitted Entire Bid Package	Yes	Yes
Submitted Sub's Qualification Statement	N/A	N/A
DIR Status	Active	Active
Error in Bid	No	No



City Council Meeting

H. 3.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of Ordinance No. 3000 of the City of Redlands Amending Chapter 10.56 of the Redlands Municipal Code Relating to Electric Bicycles (Police Chief Tolber)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

"I move to introduce Ordinance No. 3000 amending Chapter 10.56 of the Redlands Municipal Code."

RECOMMENDATION:

Staff recommends that the City Council introduce Ordinance No. 3000 amending Chapter 10.56 of the Redlands Municipal Code.

DISCUSSION:

The proposed amendment to Chapter 10.56 of the Redlands Municipal Code establishes regulations governing the operation of electric bicycles (e-bikes) within the City of Redlands. The ordinance is intended to address public safety concerns associated with increased e-bike usage, align local regulations with California state law, and provide clear operational standards for e-bike users. With the increased usage of e-bikes, the Redlands Police Department has reported a significant rise in calls related to e-bike incidents, highlighting the necessity for these regulations. This ordinance not only serves to enhance public safety but also provides a platform for community engagement. Educating residents about safe e-bike usage and compliance with the ordinance will be paramount. In collaboration with the Redlands Unified School District, we aim to implement educational initiatives geared towards young riders, as a substantial portion of e-bike users are young adults. This collaborative effort will foster a culture of responsibility and awareness among e-bike riders.

Further, the ordinance aligns with California state laws regarding e-bike operation, ensuring consistency and facilitating enforcement. This alignment is crucial for maintaining public safety and supporting state objectives. The ordinance categorizes e-bikes into three distinct classes based on their operational characteristics, allowing for tailored regulations that enhance safety. As the city invests in expanding its bike lanes and pedestrian pathways, the ordinance will facilitate the seamless integration of e-bikes into this infrastructure. E-bikes offer an environmentally friendly alternative to traditional vehicles, contributing to reduced traffic congestion and lower emissions. By implementing this ordinance, the city can encourage safe e-bike usage as a viable and sustainable mode of transportation.

In addition, the proposed fines for violations are comparable to those imposed by neighboring jurisdictions. This consistency supports fairness, reinforces compliance, and improves the effectiveness of enforcement efforts. Adoption of the proposed e-bike ordinance will enhance public safety, promote sustainable transportation, and provide clear and consistent regulations for e-bike users. The ordinance aligns with state law, supports infrastructure investments, and addresses the growing use of e-bikes within the community.

ALTERNATIVES:

The Council may elect not to introduce Ordinance No. 3000 and direct staff accordingly.

STRATEGIC PLAN:

Not applicable.

SUBMITTED BY:

Rachel Tolber, Police Chief

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:

Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:

Jeremy Floyd, Deputy Police Chief
Jimmy Nguyen, Management Analyst

Fiscal Impact

Fiscal Year: 2025-26

Discussion:

There is no fiscal impact associated with this ordinance.

Attachments

Ordinance No. 3000 Legislative

Ordinance No. 3000 Clean

ORDINANCE NO. 3000

AN ORDINANCE OF THE CITY OF REDLANDS AMENDING CHAPTER 10.56 (“BICYCLES”) OF TITLE 10 OF THE REDLANDS MUNICIPAL CODE TO ESTABLISH REGULATIONS GOVERNING THE USE OF ELECTRIC BICYCLES

Section 1. The Table of Contents of Chapter 10.56 of the Redlands Municipal Code, titled “Bicycles,” is hereby amended to read as follows:

“CHAPTER 10.56
BICYCLES

SECTION:

10.56.010: License Required
10.56.020: License; Issuance
10.56.030: License; Condition Of Bicycle
10.56.040: License; Effect
10.56.050: License Plate And Registration
10.56.060: License; Bicycle Attachment
10.56.070: License Plate Removal
10.56.080: License; Recordation
10.56.090: License; Notification Of Bicycle Destruction
10.56.100: Fees; Initial Purchase And Renewal
10.56.110: Fees; Penalty For Late Renewal
10.56.120: Fees; Payment
10.56.130: Fees; Transfer
10.56.140: Dealer; Secondhand Dealer Purchase Report
10.56.150: Dealer; Report Of Sale
10.56.160: Registration Transfer; Report
10.56.170: Registration Transfer; Application
10.56.180: Impoundment
10.56.190: Citation; Issuance
10.56.200: Bicycle Operation
10.56.210: Electric Bicycles
10.56.220: Electric Bicycles Operation
10.56.230: Electric Bicycles Penalty for Violation”

Section 2. Chapter 10.56 of the Redlands Municipal Code, titled “Bicycles,” is hereby amended by adding Sections 10.56.200 through 10.56.230 to read as follows:

“10.56.200: BICYCLE OPERATIONS:

- A. Riding in group. Persons operating bicycles within a bicycle lane or upon a bicycle path shall ride in single file except as provided for in Vehicle Code § 21202(a).

- B. Direction of travel. Persons riding or operating a bicycle on a bicycle trail or path may proceed in either direction except on those trails or paths designated for one-way traffic by appropriate markings or signs defined by the direction of adjacent vehicular traffic.
- C. Walking bicycles. Bicycles may be walked subject to all provisions of law applicable to pedestrians.
- D. Yielding right-of-way. Whenever any person is riding a bicycle upon a sidewalk, such person shall yield right-of-way to any and all pedestrians. A person riding a bicycle, upon entering a roadway or driveway from a sidewalk, shall yield to all traffic.
- E. Riding on sidewalks. Bicycles may be ridden on all sidewalks, at a speed not to exceed five miles per hour, except upon sidewalks within a business district, upon sidewalks adjacent to any public school building when school is in session, upon a sidewalk at a recreation center when in use, upon a sidewalk at a church during services, over any pedestrian overcrossing or upon any other sidewalk where prohibited by posted signs.

10.56.210: ELECTRIC BICYCLES:

An electric bicycle, or "E-Bike", which is a bicycle equipped with fully operable pedals and an electric motor of less than 750 watts, and is categorized by the following:

- A. Class 1 – an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches a speed of 20 miles per hour.
- B. Class 2 – an electric bicycle equipped with a motor that may be used exclusively to propel the bicycle, and that is not capable of providing assistance when the bicycle reaches a speed of 20 miles per hour.
- C. Class 3 - an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches a speed of 28 miles per hour and is equipped with a speedometer.

10.56.220: ELECTRIC BICYCLES OPERATION:

All references to this section 10.56.220 shall include section 10.56.200. These requirements are in addition to the other regulations for bicycle operation set forth in section 10.56.200.

- A. No person shall ride an electric bicycle in an unsafe manner on any publicly owned property, including but not limited to a public roadway, highway, sidewalk, park; nor on any private property open to the public.
 - 1. "Unsafe manner" means any act or acts in violation of the Redlands' Municipal Code, California Vehicle Code, or other existing law. An "unsafe manner" can also

be defined as operating an electric bicycle in such a way as to constitute a danger to the operator, a passenger, other motorists, other riders, or pedestrians in the area.

2. Examples of riding in an unsafe manner may include, but are not limited to, the following actions:
 - a) Intentionally lifting one or more wheels into the air while riding on a highway, sidewalk, bicycle lane, or bike path. It is not a violation of this subsection if one or more wheels lose contact with the ground briefly due to the condition of the road surface or other circumstances beyond the control of the rider.
 - b) Riding on the sidewalk without due caution for pedestrians.
 - c) Riding on the highway, or bicycle lane against the flow of traffic.
 - d) Intentionally swerving or riding around stopped or slowed traffic.
 - e) Operating an electric bicycle in a manner it was not designed for, including carrying passengers when not designed for carrying passengers, or standing on the seat of the bicycle.
 - f) Not obeying posted signs or traffic lights.
 - g) A person under the age of 18 riding without a properly fitted and fastened helmet.
- B. No person shall operate an electric bicycle while holding and operating a handheld wireless telephone or an electronic wireless communications device unless the wireless telephone or electronic wireless communications device is specifically designed and configured to allow voice-operated and hands-free operation, and it is used in that manner while riding.
 1. An "electronic wireless communications device" includes, but is not limited to, a broadband personal communication device, a handheld device, or pager.

10.56.230: ELECTRIC BICYCLES PENALTY FOR VIOLATION:

Any violation of this article is deemed an infraction punishable by a fine of one thousand dollars (\$1,000). A second or subsequent violation of this article shall be punishable by a fine of two thousand dollars (\$2,000)."

Section 2. If any section, sentence, clause or phrase of this ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provisions or application, and to this end the provisions of this ordinance are severable. The City Council of the City of Redlands hereby declares that it would have adopted this ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 3. The Mayor shall sign this ordinance and the City Clerk shall certify to the adoption of this ordinance and shall cause it, or a summary of it, to be published once in a newspaper of general circulation within the City, and thereafter, this ordinance shall take effect as provided by law.

Mario Saucedo, Mayor

ATTEST:

Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk, City of Redlands, hereby certify that the foregoing Ordinance was duly adopted by the City Council at the regular meeting thereof, held on the 17th day of February, 2026, by the following vote:

AYES:

NOES:

ABSENT:

Jeanne Donaldson City Clerk

ORDINANCE NO. 3000

AN ORDINANCE OF THE CITY OF REDLANDS AMENDING CHAPTER 10.56 (“BICYCLES”) OF TITLE 10 OF THE REDLANDS MUNICIPAL CODE TO ESTABLISH REGULATIONS GOVERNING THE USE OF ELECTRIC BICYCLES

Section 1. The Table of Contents of Chapter 10.56 of the Redlands Municipal Code, titled “Bicycles,” is hereby amended to read as follows:

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SECTION:

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10.56.070: License Plate Removal
10.56.080: License; Recordation
10.56.090: License; Notification Of Bicycle Destruction
10.56.100: Fees; Initial Purchase And Renewal
10.56.110: Fees; Penalty For Late Renewal
10.56.120: Fees; Payment
10.56.130: Fees; Transfer
10.56.140: Dealer; Secondhand Dealer Purchase Report
10.56.150: Dealer; Report Of Sale
10.56.160: Registration Transfer; Report
10.56.170: Registration Transfer; Application
10.56.180: Impoundment
10.56.190: Citation; Issuance
10.56.200: Bicycle Operation
10.56.210: Electric Bicycles
10.56.220: Electric Bicycles Operation
10.56.230: Electric Bicycles Penalty for Violation”

Section 2. Chapter 10.56 of the Redlands Municipal Code, titled “Bicycles,” is hereby amended by adding Sections 10.56.200 through 10.56.230 to read as follows:

“10.56.200: BICYCLE OPERATIONS:

- A. Riding in group. Persons operating bicycles within a bicycle lane or upon a bicycle path shall ride in single file except as provided for in Vehicle Code § 21202(a).

- B. Direction of travel. Persons riding or operating a bicycle on a bicycle trail or path may proceed in either direction except on those trails or paths designated for one-way traffic by appropriate markings or signs defined by the direction of adjacent vehicular traffic.
- C. Walking bicycles. Bicycles may be walked subject to all provisions of law applicable to pedestrians.
- D. Yielding right-of-way. Whenever any person is riding a bicycle upon a sidewalk, such person shall yield right-of-way to any and all pedestrians. A person riding a bicycle, upon entering a roadway or driveway from a sidewalk, shall yield to all traffic.
- E. Riding on sidewalks. Bicycles may be ridden on all sidewalks, at a speed not to exceed five miles per hour, except upon sidewalks within a business district, upon sidewalks adjacent to any public school building when school is in session, upon a sidewalk at a recreation center when in use, upon a sidewalk at a church during services, over any pedestrian overcrossing or upon any other sidewalk where prohibited by posted signs.

10.56.210: ELECTRIC BICYCLES:

An electric bicycle, or "E-Bike," which is a bicycle equipped with fully operable pedals and an electric motor of less than 750 watts, and is categorized by the following:

- A. Class 1 – an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches a speed of 20 miles per hour.
- B. Class 2 – an electric bicycle equipped with a motor that may be used exclusively to propel the bicycle, and that is not capable of providing assistance when the bicycle reaches a speed of 20 miles per hour.
- C. Class 3 - an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches a speed of 28 miles per hour and is equipped with a speedometer.

10.56.220: ELECTRIC BICYCLES OPERATION:

All references to this section 10.56.220 shall include section 10.56.200. These requirements are in addition to the other regulations for bicycle operation set forth in section 10.56.200.

- A. No person shall ride an electric bicycle in an unsafe manner on any publicly owned property, including but not limited to a public roadway, highway, sidewalk, park; nor on any private property open to the public.
 - 1. "Unsafe manner" means any act or acts in violation of the Redlands' Municipal Code, California Vehicle Code, or other existing law. An "unsafe manner" can also

be defined as operating an electric bicycle in such a way as to constitute a danger to the operator, a passenger, other motorists, other riders, or pedestrians in the area.

2. Examples of riding in an unsafe manner may include, but are not limited to, the following actions:
 - a) Intentionally lifting one or more wheels into the air while riding on a highway, sidewalk, bicycle lane, or bike path. It is not a violation of this subsection if one or more wheels lose contact with the ground briefly due to the condition of the road surface or other circumstances beyond the control of the rider.
 - b) Riding on the sidewalk without due caution for pedestrians.
 - c) Riding on the highway, or bicycle lane against the flow of traffic.
 - d) Intentionally swerving or riding around stopped or slowed traffic.
 - e) Operating an electric bicycle in a manner it was not designed for, including carrying passengers when not designed for carrying passengers, or standing on the seat of the bicycle.
 - f) Not obeying posted signs or traffic lights.
 - g) A person under the age of 18 riding without a properly fitted and fastened helmet.
- B. No person shall operate an electric bicycle while holding and operating a handheld wireless telephone or an electronic wireless communications device unless the wireless telephone or electronic wireless communications device is specifically designed and configured to allow voice-operated and hands-free operation, and it is used in that manner while riding.
 1. An "electronic wireless communications device" includes, but is not limited to, a broadband personal communication device, a handheld device, or pager.

10.56.230: ELECTRIC BICYCLES PENALTY FOR VIOLATION:

Any violation of this article is deemed an infraction punishable by a fine of one thousand dollars (\$1,000). A second or subsequent violation of this article shall be punishable by a fine of two thousand dollars (\$2,000).”

Section 2. If any section, sentence, clause or phrase of this ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provisions or application, and to this end the provisions of this ordinance are severable. The City Council of the City of Redlands hereby declares that it would have adopted this ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 3. The Mayor shall sign this ordinance and the City Clerk shall certify to the adoption of this ordinance and shall cause it, or a summary of it, to be published once in a newspaper of general circulation within the City, and thereafter, this ordinance shall take effect as provided by law.

Mario Saucedo, Mayor

ATTEST:

Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk, City of Redlands, hereby certify that the foregoing Ordinance was duly adopted by the City Council at the regular meeting thereof, held on the 17th day of February, 2026, by the following vote:

AYES:

NOES:

ABSENT:

Jeanne Donaldson City Clerk



City Council Meeting

H. 4.

DATE: 02/17/2026

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of a Purchase and Sale Agreement with Miller & Associates, LLC., and Christopher Collinsworth, Including Assignment of the City's Purchase Rights for the Property Located at 611 W. Redlands Boulevard (Assessor Parcel Numbers 0171-031-08 and -09-0000); Authorization of an additional appropriation from the General Fund Unassigned Fund Balance in the amount of \$1,820,000; and determine that approval of the Agreement is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act (Assistant City Manager Boatman)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motions are provided:

1. I move that the City Council find that approval of the Purchase and Sale Agreement with Miller & Associates, LLC., and Christopher Collinsworth, including assignment of the City's purchase rights, is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act; and
2. I move that the City Council approve the Purchase and Sale Agreement with Miller & Associates, LLC., and Christopher Collinsworth, including assignment of the City's purchase rights, for the property located at 611 W. Redlands Boulevard.
3. I move to authorize an additional appropriation in the amount of \$1,820,000 from the General Fund's unassigned fund balance to finance the City's portion of this agreement.

RECOMMENDATION:

Staff recommends that the City Council determine that approval of the Purchase and Sale Agreement with Miller & Associates, LLC., and Christopher Collinsworth, including assignment of the City's purchase rights, is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act.

Staff further recommends that the City Council approve the Purchase and Sale Agreement with Miller & Associates, LLC., and Christopher Collinsworth, authorize assignment of the City's purchase rights, and approve the City's financial participation in the amount of \$1,820,000.

DISCUSSION:

This property transaction stems from an inverse condemnation lawsuit filed by the owner, Miller & Associates, Inc. As part of the settlement of that lawsuit, the City was provided the opportunity to purchase the property. This was done in an attempt to offset some of the costs incurred as part of the settlement. The property is located at 611 W. Redlands Boulevard, and is situated above a City-owned stormwater facility known as the Mill Creek Zanja. The lawsuit involved claims of damage to the property as a result of the Zanja. In 2025, the City and the property owner entered into a Settlement and Release Agreement to resolve claims related to alleged settlement impacts associated with the stormwater channel. The settlement amount agreed to with the property owner was \$2,100,000. Additionally, as part of that settlement, the City obtained an option to purchase the property.

The attached Purchase and Sale Agreement implements that option by allowing the City to assign its purchase rights to a third-party buyer. Under the agreement, the seller will convey the property to the buyer, and the City will participate in the transaction through an Assignment and Assumption Agreement that provides a portion of the purchase funds consistent with the previously approved settlement framework.

The total purchase price for the property was previously negotiated at \$3.4 million. Of that amount, the buyer will purchase the property for \$1.6 million, with the remaining portion of \$1,800,000 funded by the City pursuant to the assignment agreement. An additional \$20,000 is authorized from the City in the assignment agreement to cover the costs of escrow. The buyer will submit an initial deposit and proceed through a short feasibility period, after which escrow is scheduled to close within the timeframes established in the agreement. The agreement reflects the buyer acquiring the property in its existing condition.

Approval of this agreement allows the City to complete implementation of the prior settlement, facilitates transfer of the property to private ownership and resolves outstanding issues related to the site, in a manner consistent with Council direction.

ALTERNATIVES:

The City Council may elect not to approve the agreement and direct staff accordingly.

STRATEGIC PLAN:

Not Applicable.

SUBMITTED BY:

Chris Boatman, Assistant City Manager

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:

Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:

Tricia Swope, Manager, Facilities & Community Services

Fiscal Impact

Fiscal Year: FY 2025-26

Discussion:

The total purchase price for the property was previously negotiated at \$3.4 million. Of that amount, the buyer will purchase the property for \$1.6 million, with the remaining portion of \$1,800,000 plus escrow costs not to exceed \$20,000 funded by the City pursuant to the assignment agreement. The buyer will submit an initial deposit and proceed through a short feasibility period, after which escrow is scheduled to close within the timeframes established in the agreement. The agreement reflects that the buyer is acquiring the property in its existing condition.

Attachments

Miller Settlement - additional appropriation
Purchase and Sale Agreement

CITY OF REDLANDS REQUEST FOR ADDITIONAL APPROPRIATION

DATE OF REQUEST: _____

FINANCE USE ONLY
TRANSACTION NO: _____
ACCOUNTING PERIOD: _____

An additional appropriation is hereby requested as follows:

Department: _____

EXPENDITURE APPROPRIATION INCREASE (if applicable)				
Account Description	Orgkey	Object Code	Job Ledger (If applicable)	Amount
\$				-

REVENUE APPROPRIATION INCREASE (if applicable)				
Account Description	Orgkey	Object Code	Job Ledger (If applicable)	Amount
\$				-

JUSTIFICATION: _____

Requested By: _____
Department Head

Recommended By Finance Director: _____
 Yes _____ No _____ Signed _____

Recommended: _____
City Manager

Comments: _____

Approved by City Council: _____
 Date: _____
 Signed: _____
City Clerk

**PURCHASE AND SALE AGREEMENT WITH ASSIGNMENT OF RIGHTS
AND JOINT ESCROW INSTRUCTIONS
(611 W. REDLANDS BLVD., REDLANDS, CA)**

This Purchase and Sale Agreement With Assignment of Rights and Joint Escrow Instructions (this “**Agreement**”) is made as of February 17, 2026 (“**Effective Date**”), between the City of Redlands, a California municipal corporation (the "City"), Miller & Associates LLC, a California limited liability company (the "Seller"), and Christopher Collinworth, an individual (the "Buyer"). The City, Seller, and Buyer may be collectively referred to as the "Parties" or individually as a "Party".

RECITALS

A. WHEREAS, Seller and the City entered into a Settlement and Release Agreement dated October 14, 2025 to resolve claims that the Seller made regarding a City-owned stormwater channel commonly known as the Mill Creek Zanja. The Mill Creek Zanja underlies the Property which is the subject of this Purchase and Sale Agreement and Seller has alleged, and has provided the City with evidence of, settlement on and under the Property. The City has an option to purchase that certain Property, as defined herein, pursuant to the Settlement and Release Agreement with the Seller.

B. WHEREAS, the City desires to assign its right to purchase the Property to Buyer, and Buyer desires to assume the right to purchase the Property, in accordance with the Assignment and Assumption Agreement entered into as part of this Agreement, pursuant to which the City will fund a portion of the Purchase Price, as further defined.

C. WHEREAS, the Seller desires to sell, and the Buyer desires to purchase, the Property, on the terms and conditions of this Agreement.

ARTICLE 1. AGREEMENT OF SALE.

Subject to and on the terms and conditions of this Agreement, Seller shall sell to Buyer and Buyer shall purchase from Seller all of the following (collectively, the “**Property**”):

1.1 Land. The real property located at 611 West Redlands Boulevard, Redlands, California 92373, San Bernardino County, as more particularly described in Exhibit A, together with (a) all privileges, rights, easements and appurtenances belonging to the real property, including without limitation all minerals, oil, gas and other hydrocarbon substances on and under the real property, (b) all development rights, air rights, water, water rights and water stock relating to the real property, and (c) all right, title and interest of Seller in and to any streets, alleys, passages, other easements and other rights-of-way or appurtenances included in, adjacent to or used in connection with such real property, before or after the vacation thereof (collectively, the “**Land**”);

1.2 Improvements. Any and all structures, systems, facilities, fixtures, fences and parking areas located on the Land and any and all machinery, equipment, apparatus used in connection with the operation or occupancy of the Land (such as heating and air conditioning systems and facilities used to provide utility services, refrigeration, ventilation, garbage disposal

or other amenities on the Land) and other improvements located upon the Land (collectively, the “**Improvements**”). The interest in the Improvements is further set forth in Exhibit A.

The Land and the Improvements are sometimes collectively referred to in this Agreement as the “**Property.**”

1.3 Personal Property. All personal property listed in the Schedule of Personal Property, and agreed to by the Buyer and Seller, and which shall be completed prior expiration of the Feasibility Period as part of the Feasibility Investigation (the “**Personal Property**”).

1.4 Assumed Contracts. All of the contracts for services on or relating to the Property that Buyer has expressly agreed to assume in writing upon the Closing pursuant to a written notice by Buyer delivered to Seller prior to the expiration of the Feasibility Period (together, the “**Assumed Contracts**”). In the event Buyer fails to deliver to Seller Buyer’s written election to assume one or more contracts pursuant to this Section 1.4, such failure shall be deemed to constitute Buyer’s election not to assume any such contracts and upon such failure, Seller shall terminate all contracts Buyer has not elected to assume effective no later than the Closing Date.

1.5 Permits and Entitlements. All of Seller’s right, title and interest in, to and under the following in Seller’s possession or control: (i) all permits, licenses, certificates of occupancy, approvals, authorizations and orders obtained from any governmental authority and relating to the Land or the business of owning, maintaining and/or managing the Land; (ii) all preliminary, proposed and final drawings, renderings, blueprints, plans and specifications (including “as-built” plans and specifications), and tenant improvement plans and specifications for the Improvements (including “as-built” tenant improvement plans and specifications); (iii) all maps and surveys for any portion of the Land; (iv) all items constituting the Seller’s Deliveries, and all changes, additions, substitutions and replacements for any of the foregoing, free and clear of any and all liens and claims (together, the “**Permits and Entitlements**”).

1.6 Other Assets. To the extent owned by Seller, (a) all warranties upon the Improvements to the full extent such warranties are assignable, (b) copies of all plans, specifications, engineering drawings and prints relating to the construction of the Improvements, Except as expressly stated herein, this paragraph does not convey any rights or interests in the business of Seller, any intellectual property rights of Seller, or similar non-tangible interests.

1.7 Together, the Land, the Improvements, the Personal Property, the Assumed Contracts, the Permits and Entitlements, and all other assets and interests set forth herein are referred to as the "Property."

ARTICLE 2. PURCHASE PRICE.

2.1 Amount. The purchase price (the “**Purchase Price**”) for the Property shall be Three Million Four Hundred Thousand Dollars (\$3,400,000.00).

2.2 Deposit/Purchase Price. Within 10 business days after the Effective Date, Buyer shall deposit Fifty Thousand Dollars (\$50,000.00) into Advantage Escrow (as further defined below) into an account for the benefit of the Buyer (the “**Deposit**”). The deposit shall be refundable to the Buyer unless Buyer waives all contingencies by the expiration of the Feasibility

Period. The Deposit shall be disbursed to Seller if the Buyer approves the Due Diligence Investigation prior to expiration of the Feasibility Period, and shall be applied to the Purchase Price at Closing. The failure of Buyer to make the Deposit within the time frame specified in this Section shall be material breach of this Agreement and Seller may terminate the Agreement. Buyer shall pay the balance of the Purchase Price to Seller through escrow at the Closing described in Section 9.1. On or before the Closing Date (as defined below), Buyer shall deposit into Escrow the Purchase Price, subject to adjustment by reason of any applicable prorations and the allocation of closing costs described below. For purposes of this Agreement, Buyer's deposit of the Purchase Price includes the City's deposit of the Purchase Money Funds, in accordance with the Assignment and Assumption Agreement. The Deposit and Purchase Price shall be made by wire transfer of federal funds, cashier's check or in another immediately available form. Notwithstanding anything herein to the contrary, One Hundred Dollars (\$100.00) of the Deposit (the "**Independent Consideration**") shall not be refundable to Buyer, but shall represent consideration for this Agreement and shall be paid to Seller. The Independent Consideration shall be paid to Seller within three (3) days of the Effective Date. The Independent Consideration shall serve as consideration for the granting of the time periods herein contained for Buyer to exercise Buyer's right to satisfy and approve all of Buyer's conditions herein contained. If the Deposit is refunded to Buyer for any reason pursuant to this Agreement, the Independent Consideration shall be subtracted from the Deposit pursuant to this Section.

ARTICLE 3. FEASIBILITY.

3.1 Feasibility Period; Inspection and Access.

3.1.1 Feasibility Period. The "**Feasibility Period**" means the period beginning with the Effective Date and ending fourteen (14) days later. The Feasibility Period may be extended only by written consent of the Parties.

3.1.2 Access to Information and the Property. Buyer acknowledges that Seller resolved a claim for underground settlement that Seller alleges caused damage to the Property. Seller has had limited contact with Buyer during the negotiation process and Seller has no information regarding what the City has told Buyer about the Property. Notwithstanding, the Buyer waives its rights to conduct an investigation of the Property during the Feasibility Period. EXCEPT AS OTHERWISE PROVIDED FOR HEREIN, BUYER AGREES AND ACKNOWLEDGES THAT IT WAIVES THE RIGHT TO CONDUCT THE FOLLOWING: a physical inspection of the Land and all Improvements thereon, including, but not limited to, soil, subsurface conditions, hydrologic conditions, volatile organic compounds, geological and other tests, engineering evaluations of the extant and future settlement on the Property, and, mechanical, electrical, HVAC and other systems in the Improvements; review of all governmental matters affecting the Property, including zoning, environmental and building permit and occupancy matters; review and verification of all other information previously provided by Seller relating to the operation of the Property; and review of the condition of title to the Property, including the building, structural system and roof inspection; and review of such other matters pertaining to an investment in the Property as Buyer deems advisable, including any covenants, conditions and restrictions recorded against the Property or other similar limitation on ownership of the Property. In addition to the Preliminary Documents delivered to Buyer pursuant to Section 3.2, Buyer and its representatives shall have the right of access during reasonable business hours to all files, books

and records, to the extent possessed or maintained by Seller or its agents, (including, without limitation, all of the Additional Documents to be made available to Buyer at the Property pursuant to Section 3.3), wherever located, relating to the purchase of the Property, including the right to copy the same. Seller agrees that the rights granted to Buyer herein and the results of its Feasibility Investigation shall not relieve Seller of any obligations Seller may have under any other provisions of this Agreement, or under other documents entered into concurrently herewith, or implied by law, nor shall they constitute a waiver by Buyer of the right to enforce any of the same. Seller shall cooperate with Buyer in its investigation activities and provide access to the Property, its records, or provide information so long as it is within Seller's control.

3.2 Delivery of Preliminary Documents. Within three (3) business days after the Effective Date, Seller shall deliver to Buyer, at Seller's expense, all of the documents described in the remaining subsections of this Section 3.2 (collectively, the "**Preliminary Documents**") in Seller's possession or control.

3.2.1 Title Report and Survey. A preliminary title report or commitment for title insurance (the "**Preliminary Title Report**"), dated no earlier than ten (10) days before the Effective Date, covering the Property and issued by a title insurance company or companies acceptable to Buyer (the "**Title Company**"), together with a legible copy of each document, map and survey referred to in the Preliminary Title Report.

3.2.2 Leases. Any and all leases affecting the Property (the "Existing Leases") and a rent roll reflecting the currents, security deposits, and any other matters reasonably requested by Buyer;

3.2.3 Natural Hazards Disclosure Report. A natural hazards disclosure report.

3.2.4 Tax Bills. Copies of all real property tax bills for the Property in Seller's possession, custody, or control, if any; and,

3.2.5 Licenses, Etc. Copies of any licenses, permits or certificates required by governmental authorities in connection with construction or occupancy of the Improvements that are in possession of the Seller, including, without limitation, building permits, certificates of completion, certificates of occupancy and environmental permits and licenses.

3.3 Additional Documents and Information. From the Effective Date through the Closing Date, Seller shall make available to Buyer at the Property in accordance with Section 3.1, the documents and information described in this Section 3.3 (collectively, the "**Additional Documents**"):

3.3.1 Agreements. Copies of written, and written descriptions of oral, easements, covenants, restrictions, agreements, contracts and other documents, whether existing or, to the knowledge of Seller, proposed as of the Effective Date, including without limitation any agreements relating to the insurance, service, operation, repair, supply, advertising, promotion, sale, leasing or management of the Property, which (a) affect the Property, (b) are not disclosed by the Preliminary Title Report, and (c) have not been delivered to Buyer pursuant to Section 3.2. If no such documents exist, Seller shall furnish its certification to that effect;

3.3.2 Warranties/Roof Inspections/HVAC Inspections. Copies of any and all guarantees or warranties and other rights given to Seller in connection with the construction, maintenance, repair or remodeling of the Improvements, periodic inspections, or the purchase of any of the Personal Property. If no such documents exist, Seller shall furnish its certification to that effect;

3.3.3 Insurance Policies. Copies of certificates evidencing the insurance carried by Seller of the Property;

3.3.4 Other Documents. All data, correspondence, documents, agreements, waivers, notices, applications and other records with respect to the Property relating to transactions with taxing authorities, governmental agencies, utilities, vendors and others with whom Buyer may be dealing from and after the Closing Date; and

3.3.5 Requested Information. Such other documents and information concerning the Property as Buyer may reasonably request.

3.4 Approval/Disapproval of Feasibility Investigations. Buyer shall approve or disapprove the results of Buyer's Feasibility Investigation, in the exercise of Buyer's sole discretion, by written notice delivered to Seller no later than the expiration of the Feasibility Period. Buyer's disapproval shall terminate this Agreement unless, at the time Buyer gives notice of its disapproval, Buyer also notifies Seller of Buyer's desire to enter into negotiations with Seller for the purpose of reaching an accommodation concerning the disapproval. If Buyer so notifies Seller and they do not a written agreement satisfactory to both of them regarding the disapproval within 10 days after the date of the disapproval notice, Buyer, at its option, may either (a) elect to terminate this Agreement by so notifying Seller, or (b) elect to proceed with the transactions contemplated by this Agreement notwithstanding its earlier disapproval. If Buyer fails to deliver to Seller notice of its approval or disapproval of the results of its Feasibility Investigation, then Buyer shall be deemed to have disapproved such results. If Buyer elects to terminate the Agreement, Buyer shall return to Seller all of the Preliminary Documents and Additional Documents previously delivered by Seller to Buyer within 5 business days of such termination.

3.5 Title Review.

3.5.1 Monetary Liens. At its expense, Seller shall remove all liens on the Property at or prior to the Closing (collectively, "**Monetary Liens**"): (i) all delinquent taxes, bonds and assessments and interest and penalties thereon (it being agreed that Seller shall not be required to remove any non-delinquent taxes and assessments imposed by any governmental agency that are paid with the property taxes for the Property); and (ii) all other monetary liens, including without limitation all those shown on the Preliminary Title Report (including judgment and mechanics' liens, whether or not liquidated, and mortgages and deeds of trust, with Seller being fully responsible for any fees or penalties incurred in connection therewith).

3.5.2 Approval/Disapproval of Title Review. Buyer shall approve or disapprove of the Preliminary Title Report, the Survey and any exceptions to title shown thereon (other than the Monetary Liens) in the exercise of Buyer's sole discretion, within five (5) days prior to the expiration of the Feasibility Period, including the extension provided for in Section 3.1.1, if any,

or thirty (30) days of delivery of the Preliminary Title Report, whichever is later. If Buyer disapproves, Buyer may either (a) terminate this Agreement by giving Seller written notice of termination or (b) give Seller a written notice (“**Disapproval Notice**”) identifying the disapproved title matters (“**Disapproved Title Matters**”). With respect to any Disapproved Title Matters, other than the Monetary Liens, Seller shall notify Buyer in writing within five (5) days after Seller’s receipt of the Disapproval Notice whether Seller will cause the Disapproved Title Matters to be removed or cured at or prior to Closing. If Seller elects not to remove or cure all Disapproved Title Matters, Buyer may, at its option: (i) subject to satisfaction of the other conditions to Closing, close the purchase of the Property and take title subject to the Disapproved Title Matters which Seller elects not to remove or cure; or (ii) terminate this Agreement in accordance with Section 9.6.1.

3.5.3 Buyer’s Options. If any Disapproved Title Matters (including the Monetary Liens) have not been removed at least five (5) days prior to Closing or provision for their removal at the Closing has not been made to Buyer’s satisfaction, Buyer may, at its option: (i) close the purchase of the Property and take title subject to the Disapproved Title Matters which have not been removed; (ii) close the purchase of the Property and cure or remove the Disapproved Title Matters which have not been removed. Buyer may credit the costs of such cure or removal against the Purchase Price by reducing the amount of cash payable by Buyer at the Closing, but only to the extent such costs are expended to remove (A) Monetary Liens referred to in Section 3.5.1 or (B) Disapproved Title Matters which Seller agreed to remove; or (iii) terminate this Agreement in accordance with Section 9.6.1.

3.5.4 Failure to Disapprove. If Buyer fails to notify Seller of its approval or disapproval of the Preliminary Title Report, the Survey or the exceptions shown thereon by the end of the Feasibility Period, then Buyer shall be deemed to have disapproved the same.

ARTICLE 4. CONDITIONS PRECEDENT.

4.1 Buyer’s Conditions. Buyer’s obligations under this Agreement are expressly subject to the timely fulfillment of the conditions set forth in this Section 4.1 on or before the Closing Date, or such earlier date as is set forth below. Each condition may be waived in whole or in part by Buyer by written notice to Seller.

4.1.1 Feasibility. Buyer having approved of the results of its Feasibility Investigation pursuant to Section 3.4;

4.1.2 Title Review. Buyer having approved of the results of its review of title pursuant to Section 3.5.

4.1.3 Title Policy. The Title Company delivering to Buyer, for Buyer's expense: (a) an ALTA Standard Owner’s policy of title insurance, or at Buyer's election, an ALTA Owner’s Policy for ALTA Extended coverage (“**Title Policy**”) for the Property, or (b) the Title Company’s irrevocable commitment to issue such policy of title insurance, (including such coinsurance, reinsurance and endorsements as Buyer shall require), with liability equal to the Purchase Price showing fee title to the Property vested in Buyer and subject only to: (i) the matters and exceptions which were approved by Buyer pursuant to Section 3.5; and (ii) the standard printed exceptions in

the form of title policy called for (collectively, “**Conditions of Title**”). Buyer shall be solely responsible for the costs of endorsements on the Title Policy.

4.1.4 Performance of Covenants. Seller performing and complying in all material respects with all of the terms of this Agreement to be performed and complied with by Seller prior to or at the Closing.

4.1.5 Representations and Warranties. The representations and warranties of Seller set forth in Article 5 being true and accurate on the Closing Date, as if made on such date.

4.1.6 Non-Foreign Certification. Seller having executed and delivered to Buyer on or prior to the Closing Date a certification (the “**Non-Foreign Certification**”), substantially in the form of Exhibit C.

4.1.7 California Certification. Seller having furnished the residency certification required pursuant to Sections 18805 and 26131 of the California Revenue and Taxation Code (“**Form 593**”) or having authorized Escrow Holder in writing to withhold from the Purchase Price the amounts required to be withheld by such Sections.

4.1.8 Removal of Personal Property. All articles of personal property including the furniture, shall be removed by the Seller from the Premises, at Seller’s sole cost and expense, on or before the Closing Date. Seller shall repair any damage caused by such removal.

4.1.9 Assignment of Leases; Tenant Estoppels. An assignment of all Existing Leases to Buyer, and estoppels from each of the tenants for the Existing Leases, in a form subject to Buyer’s review and approval. Each tenant estoppel shall contain representations that the Existing Leases are currently in effect, the term, the rent or other charges paid, and any dispute with the Seller or relating to the Property or condition thereof.

4.1.10 Assignment and Assumption Agreement between Buyer and City. Buyer and City shall have executed a final Assignment and Assumption Agreement, in a form substantially similar hereto as Exhibit F, and City shall have confirmed in writing that it is prepared to provide the Purchase Money Funds in accordance with the Assignment and Assumption Agreement.

4.2 Seller’s Conditions. Seller’s obligations under this Agreement are expressly subject to the timely fulfillment of the conditions set forth in this Section 4.2 on or before the Closing Date, or such earlier date as is set forth below. Each condition may be waived in whole or part by Seller by written notice to Buyer.

4.2.1 Covenants. Buyer performing and complying in all material respects with all of the terms of this Agreement to be performed and complied with by Buyer prior to or at the Closing.

4.2.2 Representations and Warranties. The representations of Buyer set forth in Article 6 being true and accurate on the Closing Date, as if made on such date.

ARTICLE 5. SELLER’S REPRESENTATIONS AND WARRANTIES.

Seller hereby makes the following representations and warranties to Buyer with the understanding that each such representation and warranty is material and is being relied upon by Buyer:

5.1 Defects. Seller makes no representations as to defects on the Property. This Purchase and Sale Agreement is an “as is” sale. Seller has alleged that the Mill Creek Zanja is causing damage to the Property, the scope of which is likely to increase. The City disputed Seller's claims in whole or in part. The Property will have all of the defects attendant with a stormwater channel that underlies the Property. The Seller makes no representation as to the level of maintenance and repair that will be conducted on the Mill Creek Zanja. The site is a former manufactured gas plant site subject to a closure report by Southern California Edison, and may have also been operated as a battery facility. Other than the aforementioned disclosures, Seller shall make no other disclosures.

5.2 Compliance. To the best of Seller’s knowledge, the Property, and the operation thereof, are in compliance with all applicable laws, ordinances, rules, regulations, judgments, orders, covenants, conditions, restrictions, whether federal, state, local, foreign or private and Seller has not received any notice of any violation of the same. Seller has not received any request either formal or informal, oral or written, that Seller modify or terminate any use of the Property. The zoning of the Property permits the current Improvements and use of the Property, and, there is no pending or to Seller’s knowledge, contemplated rezoning. The Property complies with all applicable subdivision laws and all local ordinances enacted thereunder and no subdivision or parcel map not already obtained is required to transfer the Property to Buyer.

5.3 Documents. All of the Preliminary Documents and the Additional Documents which have been delivered or made available to Buyer pursuant to Article 3, and all other documents delivered to Buyer by or on behalf of Seller (a) are true, correct and complete copies of what they purport to be, (b) represent truly the factual matters stated therein, (c) are in full force and effect, (d) have not been modified, except as set forth therein and (e) do not omit any information required to make the submission thereof accurate and complete in all material respects.

5.4 Taxes and Condemnation. To the best of Seller’s knowledge, there are no presently pending or contemplated special taxes or assessments which will affect the Property. There are no presently pending or, to Seller’s knowledge, contemplated proceedings to condemn or demolish the Property or any part of it.

5.5 Utilities. All water, sewer, gas, electric, telephone and drainage facilities, and all other utilities required by law or by the normal operation of the Property, are (a) installed to the property lines of the Property, (b) connected to the Property, (c) adequate to service the Property in its present use and to permit full compliance with all requirements of law and normal usage by the occupants of the Property and (d) in good working order and repair. All such utilities and storm and sanitary sewers required for the operation of the Property enter the Land through adjoining public streets or through adjoining private land in accordance with valid public or private easements that will inure to the benefit of Buyer.

5.6 Licenses. Seller has all required licenses, permits (including, without limitation, all building permits and occupancy permits), easements and rights-of-way which are required in order to continue the present use of the Property. Seller has no knowledge of any law or regulation of any governmental authority having jurisdiction which might require the Property to be improved beyond its present state or which might restrict the use and enjoyment of the Property in the manner it is presently being used and enjoyed.

5.7 Leases. The Existing Leases are the only leases affecting the Property. Except for Seller, no person or entity has a right to occupancy, tenancy, or a license to use or enter the Property.

5.8 Litigation. There are no actions, suits, proceedings, judgments, orders, decrees or governmental investigations pending or threatened against the Property or Seller which could affect the Property or the purchase, use or enjoyment thereof by Buyer, with the exception of the pending case, Miller & Associates v. City of Redlands.

5.9 Agreements with Governmental Authorities. To Seller's knowledge, there are no agreements with governmental authorities, agencies, utilities or quasi-governmental entities which affect the Property except those agreements which are identified in the Preliminary Title Report and those matters which are disclosed by the Survey.

5.10 Title to the Property. Seller has good and marketable title to the Property, subject to the Conditions of Title. There are no outstanding rights of first refusal or first look, options to purchase, rights of reverter, or claim of right relating to the transfer or sale of the Property or any interest therein. To Seller's knowledge, there are no unrecorded or undisclosed documents or other matters which affect title to the Property. No person holding a security interest in the Property or any part thereof has the right to consent or deny consent to the sale of the Property as contemplated herein, and Seller has the right to pay off such person and to remove all such liens as of the Closing Date. Seller has enjoyed the continuous and uninterrupted quiet possession, use and operation of the Property.

5.11 Seller's Authority. Seller has the requisite power and authority to own and operate the Property and conduct its business where the same is now owned or operated. The execution, delivery and performance of this Agreement by Seller have been duly and validly authorized by all necessary action and proceedings, and no further action or authorization is necessary on the part of Seller (or its trustees, executors, board of directors, or shareholders) in order to consummate the transactions contemplated herein. This Agreement and the other documents executed by Seller in connection herewith are legal, valid and binding obligations of Seller, enforceable in accordance with their respective terms. Neither the execution and delivery of this Agreement by Seller, nor performance of any of its obligations hereunder, nor consummation of the transactions contemplated hereby, shall conflict with, result in a breach of, or constitute a default under, the terms and conditions of the organizational documents pursuant to which Seller was organized, or any indenture, mortgage, deed of trust, agreement, undertaking, instrument or document to which Seller or any affiliate thereof is a party or is bound, or any order or regulation of any court, regulatory body, administrative agency or governmental body having jurisdiction over Seller.

5.12 Zoning. Seller has received no written notice from any governmental agency that the Property is not in compliance with zoning requirements and laws.

5.13 Foreign Person. Seller is not a “foreign person” within the meaning of Section 1445(f) of the Internal Revenue Code.

5.14 Misstatements and Omissions. To the best of Seller’s knowledge, neither the representations and warranties made by Seller in this Article 5 nor elsewhere in this Agreement contain any untrue statement or any omission of a material fact. Seller has no documents in its possession, nor has any knowledge, that omits material facts related to the property or which would contradict or negate any of its representations contained in this Agreement. Buyer acknowledges that the City has engaged in negotiations with Buyer to which Seller was not a party. Seller does not and cannot confirm any representations, if any, made by the City to the Buyer in the course of separate negotiations.

5.15 Accuracy of Recitals. The Parties agree the recitals to this Agreement are true and correct in all material respects.

5.16 Disclaimer of Warranties; “AS IS” Purchase. Buyer acknowledges that it will have had an opportunity to conduct its Feasibility Investigation of the Property and will acquire the Property in its current condition based thereon. Buyer further acknowledges and confirms it voluntarily waived its right to conduct building inspections, environmental assessments, and other investigation or inspections, and that Buyer assumes all of the risks of such waiver. Buyer acknowledges and agrees that the Property is to be conveyed by Seller to Buyer “as is, with all faults, known and unknown” and substantially in its current condition. Buyer further acknowledges and agrees that, except for the representations and warranties by Seller set forth in this Section 5, the sale of the Property to Buyer is made without any warranty or representation of any kind by Seller, either express or implied or arising by operation of law, and Seller shall have no liability with respect to the nature, value, uses, habitability, merchantability, suitability, condition, design, operation, rents, financial condition or prospects, fitness for purpose or use, or the manner, construction, condition or state of repair or lack of repair of the improvements of the Property (or any part thereof), or any other aspect, portion or component of the Property whatsoever, it being specifically understood and agreed that Buyer shall have full opportunity, during the Feasibility Investigation, to determine for itself the condition of the Property. It is expressly understood that Seller is not providing any further disclosures in connection with this Agreement.

BUYER’S INITIALS: _____

ARTICLE 6. BUYER’S REPRESENTATIONS AND WARRANTIES.

Buyer makes the following representation and warranties to Seller with the understanding that each such representation and warranty is material and is being relied upon by Seller:

6.1 Buyer’s Authority. The execution, delivery and performance of this Agreement by Buyer have been duly and validly authorized by all necessary action and proceedings, and subject to Buyer’s rights to complete the Feasibility Investigation and any condition set forth in Section

4.1 of this Agreement, no further action or authorization is necessary on the part of Buyer in order to consummate the transactions contemplated herein.

6.2 No Conflict. Neither the execution nor delivery of this Agreement by Buyer, nor performance of any of its obligations hereunder, nor consummation of the transactions contemplated hereby, shall conflict with, result in a breach of, or constitute a default under, the terms and conditions of the organizational documents pursuant to which Buyer was organized, or any agreement to which Buyer is a party or is bound, or any order or regulation of any court, regulatory body, administrative agency or governmental body having jurisdiction over Buyer.

6.3 Accuracy of Recitals. Buyer agrees the recitals to this Agreement are true and correct in all material respects.

6.4 Waiver of Inspections and Due Diligence. Except as provided for herein, Buyer expressly waives the right to conduct any further inspections or due diligence regarding the Property. Buyer acknowledges and agrees that, by and through this waiver, Buyer releases and waives any claims it may have against Seller or City, in accordance with the release and waiver set forth in Article 9, below. Buyer further acknowledges receipt of certain documents and information from the City in regard to the Property, including but not limited to information that the Property may at one point have been used as or in connection with a former manufactured gas plant or battery facility, and that Buyer has had the opportunity conduct due diligence, investigations, or other inquiry into the condition of the Property or any matters affecting the Property and that Buyer shall defend, indemnify, and hold harmless the Seller and the City in connection with Buyer's purchase of the Property, as further provided in Article 9. Seller shall make no further disclosures under this Agreement.

ARTICLE 7. SURVIVAL OF REPRESENTATIONS AND WARRANTIES AND INDEMNIFICATION.

7.1 Survival of Warranties. Buyer and Seller agree that each representation and warranty, covenant by the respective Parties contained herein or made in writing pursuant to this Agreement are intended to and shall be deemed made as of the date of this Agreement or such writing and again at the Closing, shall be deemed to be material, and unless expressly provided to the contrary shall survive the execution and delivery of this Agreement, the Deed and the Closing.

7.2 Notice of Changed Circumstances. If Buyer or Seller becomes aware of any fact or circumstances which would render false or misleading a representation or warranty made by such Party, then Buyer or Seller shall immediately give notice of such fact or circumstance to the other Party, but such notice shall not relieve any Party of any liabilities or obligations with respect to any representation or warranty.

ARTICLE 8. SELLER'S PRE-CLOSING COVENANTS.

Seller shall comply with the covenants contained in this Article 8 from the Effective Date through the Closing Date unless Buyer consents otherwise in writing. Buyer may grant or withhold any such consent requested by Seller in Buyer's sole discretion.

8.1 Contracts and Documents. Seller shall not, without Buyer's approval, not to be unreasonably withheld or delayed, (a) amend or waive any right under any Service Contract, Preliminary Document or Additional Document, or (b) enter into any material agreement of any type affecting the Property that would survive the Closing Date.

8.2 Insurance. Seller shall maintain or cause to be maintained in full force and effect its present insurance policies for the Property.

8.3 Compliance with Obligations. Seller shall fully and timely comply with all obligations to be performed by it under the service contracts currently serving the Property, the Leases, the other Preliminary Documents, the Conditions of Title and all permits, licenses, approvals and laws, regulations and orders applicable to the Property.

8.4 No Transfers. Seller shall not sell, encumber or otherwise transfer any interest in all or any portion of the Property, or agree to do so.

8.5 Termination of Contracts. Except for the Assumed Contracts, Seller at its sole cost and expense shall transfer to Buyer or terminate all of the service contracts currently serving the Property at or before the Closing Date.

8.6 Maintenance. At its sole cost and expense, Seller shall operate and maintain the Property such that on the Closing Date the Property shall be in at least as good a condition and repair as on the Effective Date, reasonable wear and tear excepted. Without limiting the generality of the foregoing, Seller shall, at a minimum, spend such amounts for repair and maintenance as are consistent with its prior practice. Seller shall promptly advise Buyer of any significant repair or improvement required to keep the Property in such condition. Seller shall not make any material alterations to the Property, without Buyer's prior consent.

8.7 Best Efforts. Seller shall use its best efforts to cause the conditions set forth in Section 4.1 to be satisfied by the Closing Date, and Seller shall not take or permit any action that would result in any of the representations and warranties set forth in Article 5 becoming false or incorrect.

ARTICLE 9. CLOSING.

9.1 Time. Provided all conditions set forth in Article 4 have been either satisfied or waived, the Parties shall close this transaction (the "**Closing**"), on the date which is no greater than 30 days after the expiration of the Feasibility Period (the "**Closing Date**"), as such date may be extended by the provisions of Article 10; provided, however, if the Feasibility Period is extended pursuant to Section 3.1.1 and Buyer approves the Feasibility Investigations or otherwise elects to proceed, then the Closing shall occur within ten (10) days from the end of the extended Feasibility Period.

9.2 Escrow. This Article 9, together with such additional instructions shall be transmitted to [Advantage Escrow] ("Escrow Holder"), and shall constitute the escrow instructions to Escrow Holder. If there is any inconsistency between this Agreement and the Escrow Holder's additional escrow instructions, this Agreement shall control unless the intent to amend this Agreement is clearly stated in said additional instructions. Buyer and Seller shall cause Escrow

Holder to execute and deliver a counterpart of this Agreement to each of them. The title company shall be Fidelity Title Company.

9.3 Seller's Deposit of Documents and Funds Into Escrow. Seller shall deposit into escrow on or before Closing the following documents:

9.3.1 A duly executed and acknowledged grant deed, in the form acceptable to Buyer, conveying the Property to Buyer ("**Grant Deed**") in the form attached as Exhibit D;

9.3.2 A duly executed assignment, in the form of Exhibit D, assigning to Buyer all of Seller's interest in all warranties of which Seller is the beneficiary with respect to the Property and in all Personal Property, Intangible Assets, Permits and Entitlements, and other assets of the Property, (the "**General Assignment**");

9.3.3 Buyer shall pay the costs of Closing, including, but not limited to, all of the transfer taxes, the CLTA premium for the Title Policy, the recording fees (if any), and the escrow fees, plus or minus prorations as provided in Section 9.8; provided that, subject to Section 9.6, Buyer and Seller shall bear their own attorneys' fees and costs in connection with the negotiation and preparation of this Agreement and the transactions completed by this Agreement;

9.3.4 Seller's Non-foreign Certification in the form attached as Exhibit C;

9.3.5 All records and files relating to the current management or operation of the Property, including, without limitation, keys and security codes, property tax bills, insurance, and property taxes;

9.3.6 Such additional documents, including written escrow instructions consistent with this Agreement, as may be necessary or desirable for conveyance of the Property in accordance with this Agreement;

9.3.7 A valid trust certificate, if required; and,

9.3.8 Form 593 as required by Escrow.

9.4 Deliveries Outside of Escrow. Notwithstanding Section 9.3, Seller and Buyer may elect to deliver the documents described in Section 9.3 outside of escrow (other than documents which are to be recorded) by giving Escrow Holder a joint written notice of such election, specifying the documents which will be so delivered outside of escrow. Upon receipt of such notice, Escrow Holder shall have no further obligation concerning such specified documents.

9.5 Buyer's Deposit of Documents and Funds. Buyer shall deposit into escrow:

9.5.1 The Purchase Price, including the Initial Deposit, in accordance with the provisions of Article 2, plus or minus prorations as provided in Section 9.8, by electronic transfer of federal funds to Escrow Holder, on or before the Closing Date; and Buyers Closing costs in accordance with Section 9.3.3. A portion of the Purchase Price will be paid by the City pursuant to the Assignment and Assumption Agreement.

9.5.2 Such additional documents, including written escrow instructions consistent with this Agreement, as may be necessary or desirable for conveyance of the Property in accordance with this Agreement.

9.6 Default, Termination and Remedies.

9.6.1 Buyer's Termination. This Agreement shall automatically terminate without further notice or action by Buyer upon the occurrence of any of the following events, provided that Buyer is not then in material breach of this Agreement: (a) any condition to Closing contained in Section 4.1 has not been satisfied or waived by Buyer by the Closing Date; or (b) Buyer having exercised its right to terminate this Agreement pursuant to Section 3.4 (disapproval of Feasibility Investigation), Section 3.5 (disapproval of title) or Article 10 (damage or condemnation). In such event, the Parties shall have no further obligation to each other except for those obligations that specifically survive the termination of this Agreement. If this Agreement terminates as a result of Seller's material breach of this Agreement, Buyer shall have all remedies it may have hereunder or at law as a result of such occurrence, including the remedy of specific performance.

9.6.2 Seller's Termination. Provided that Seller is not then in material breach of this Agreement, this Agreement shall automatically terminate without further notice or action by Seller if any condition to Closing contained in Section 4.2 has not been satisfied or waived by Seller by the Closing Date.

9.6.3 Release from Escrow. Upon termination of this Agreement pursuant to Section 9.6.1 or 9.6.2, Escrow Holder shall promptly return to Buyer and Seller, respectively, all documents and monies deposited by them into escrow without prejudice to their rights and remedies hereunder. Notwithstanding the foregoing, upon termination of this Agreement or if Closing does not occur within ten (10) business days from the deposit of the Purchase Money Funds, Escrow Holder shall return to the City any Purchase Money Funds deposited by the City in accordance with the Assignment and Assumption Agreement, without any deduction for Closing costs or other charges or fees from escrow.

9.6.4 Remedies.

(a) Buyer's Remedies. If Seller breaches this Agreement, Buyer shall be entitled to pursue all remedies permitted herein and by law, including the remedy of specific performance. No termination of the escrow by Buyer following a breach by Seller shall be deemed to waive such breach or any remedy otherwise available to Buyer.

(b) Seller's Remedies/Liquidated Damages. IF BEFORE THE CLOSE OF ESCROW, BUYER FAILS TO COMPLY WITH OR PERFORM BUYER'S OBLIGATIONS UNDER THIS AGREEMENT AND (EXCEPT AS OTHERWISE PROVIDED IN PARAGRAPH 9.6) DOES NOT CURE SUCH FAILURE WITHIN TEN BUSINESS DAYS AFTER SELLER'S WRITTEN NOTICE OF SUCH FAILURE, THEN SELLER MAY THEREAFTER: (I) TERMINATE THIS AGREEMENT; (II) RECEIVE AND RETAIN THE INITIAL DEPOSIT AS LIQUIDATED DAMAGES IF SUCH DEFAULT OCCURS AFTER BUYER'S APPROVAL PERIOD; AND (III) EXERCISE THE OTHER RIGHTS AND

REMEDIES RESERVED BY SELLER AS PROVIDED IN THIS PARAGRAPH. IN THE EVENT SELLER TERMINATES THIS AGREEMENT BY REASON OF BUYER'S DEFAULT, BUYER, SELLER AND CITY SHALL BE RELIEVED OF ANY FURTHER OBLIGATION TO EACH OTHER WITH RESPECT TO THIS AGREEMENT, EXCEPT THAT EACH PARTY SHALL RESERVE ITS RIGHTS UNDER THE SETTLEMENT AND RELEASE AGREEMENT AND THE PROPERTY EXCEPT FOR ANY OBLIGATIONS WHICH EXPRESSLY SURVIVE. IT IS EXPRESSLY UNDERSTOOD AND AGREED BY BUYER AND SELLER: THAT SELLER WILL INCUR DAMAGES AS A RESULT OF ANY FAILURE BY BUYER TO COMPLY WITH OR PERFORM BUYER'S OBLIGATIONS UNDER THIS AGREEMENT; THAT IT IS EXTREMELY DIFFICULT AND IMPRACTICAL TO CALCULATE AND ASCERTAIN AS OF THE EFFECTIVE DATE OF THIS AGREEMENT THE ACTUAL DAMAGES WHICH WOULD BE SUFFERED IN SUCH EVENT BY SELLER; AND THAT THE DEPOSIT IS A REASONABLE ESTIMATE OF THE EXTENT TO WHICH SELLER MAY BE DAMAGED BY BUYER'S DEFAULT IN LIGHT OF THE DIFFICULTY THE PARTIES WOULD HAVE IN DETERMINING SELLER'S ACTUAL DAMAGES AS A RESULT OF SUCH DEFAULT BY BUYER.

SELLER'S INITIALS

BUYER'S INITIALS

(c) Waiver of Specific Performance. SELLER HEREBY WAIVES THE RIGHT TO MAINTAIN AN ACTION FOR SPECIFIC PERFORMANCE OF BUYER'S OBLIGATION TO PURCHASE THE PROPERTY, OR CITY'S DEPOSIT OF PURCHASE MONEY FUNDS, AND SELLER AGREES THAT SELLER CAN BE ADEQUATELY COMPENSATED IN MONEY DAMAGES PAID AS LIQUIDATED DAMAGES AS PROVIDED FOR HEREIN IF BUYER FAILS TO PURCHASE THE PROPERTY IN BREACH OF THIS AGREEMENT. SELLER ACKNOWLEDGES THAT THE PROVISIONS OF THIS PARAGRAPH ARE A MATERIAL PART OF THE CONSIDERATION BEING GIVEN TO BUYER FOR ENTERING INTO THIS AGREEMENT AND THAT BUYER WOULD BE UNWILLING TO ENTER INTO THIS AGREEMENT IN THE ABSENCE OF THE PROVISIONS OF THIS PARAGRAPH.

SELLER'S INITIALS

BUYER'S INITIALS

9.7 Closing. When Escrow Holder has received all documents and funds identified in Sections 9.3 and 9.5, and notification from Buyer and Seller that all conditions to Closing to be satisfied outside of escrow have been satisfied or waived and Title Company is irrevocably committed to issue the Title Policy, then, and only then, Escrow Holder shall:

9.7.1 Record the Grant Deed;

9.7.2 Cause the Title Company to issue the Title Policy to Buyer;

9.7.3 To the extent not otherwise delivered to Buyer outside of escrow, deliver to Buyer: (a) a conformed copy (showing all recording information thereon) of the Grant Deed; (b) fully executed original counterparts of the General Assignment; and (c) the Seller's Certificate, and the Non-foreign Certification;

9.7.4 Deliver the Purchase Price (as adjusted pursuant to Section 9.8) to Seller;

Escrow Holder shall prepare and sign closing statements showing all receipts and disbursements and deliver copies to Buyer and Seller and, if applicable, shall file with the Internal Revenue Service (with copies to Buyer and Seller) the reporting statement required under Section 6045(e) of the Internal Revenue Code.

9.8 Prorations. Subject to the other provisions of this Section 9.8, all receipts and disbursements of the Property will be prorated as of 11:59 p.m. on the day immediately preceding the Closing Date. Not less than five (5) business days prior to the Closing, Seller shall submit to Buyer for its approval a tentative prorations schedule showing the categories and amounts of all prorations proposed, including all rents and operating expenses. Security deposits shall be credited to Buyer from Seller proceeds. Seller and Buyer shall agree on a final prorations schedule prior to the Closing and shall deliver the same to Escrow Holder. If, following the Closing, Buyer or Seller discover an error in the prorations statement, it shall notify the other Party and the affected Party shall promptly make any adjustment required. Buyer and Seller agree that any trailing bills that pertain to the Property operations before the Closing Date, which are not available as of Closing, may be presented to Buyer for proration and reimbursement up to forty five (45) days after Closing. Failure to provide any bills by such date shall be a waiver by Seller of such reimbursement and Buyer shall have no further obligation for any such bills and Property expenses. This section 9.8 shall survive closing.

SELLER'S INITIALS: _____

BUYER'S INITIALS: _____

9.8.1 Capital Expenditures and Accounts Payable. All capital and other improvements (including labor and material) which have been performed or contracted for, by or on behalf of Seller prior to the Closing Date, and all sums due for accounts payable which have been incurred with respect to the Property prior to the Closing Date shall be paid by Seller. Seller shall defend, indemnify, and hold harmless the other Parties for any claims, actions, damages, liabilities, or other losses arise for amounts owed by Seller under this Section 9.8.1. Buyer shall furnish to Seller for payment any bills for such period received after the Closing Date, and Buyer shall have no further obligation with respect thereto.

9.8.2 Property Taxes. All real and personal property ad valorem taxes and special assessments, if any, whether payable in installments or not, including without limitation, all supplemental taxes attributable to the period prior to the Closing Date for the calendar year in which the Closing occurs, shall be paid current to the Closing Date, based on the latest available tax rate and assessed valuation, so that Seller shall pay all property taxes current through Closing. Buyer shall be responsible for all such payments following Closing.

9.8.3 Utility Charges. All utility charges shall be prorated as of the Closing Date and Seller shall obtain a final billing therefor. All utility security deposits, if any, shall be retained by Seller.

9.9 Possession. Seller shall deliver exclusive right of possession of the Property to Buyer on the Closing Date, subject only to the Conditions of Title and the Existing Leases.

ARTICLE 10. DAMAGE, DESTRUCTION AND CONDEMNATION.

This Agreement shall be governed by the Uniform Vendor and Purchaser Risk Act as set forth in Section 1662 of the California Civil Code as supplemented and modified by this Article 10. Seller shall promptly notify Buyer in writing of any other material damage to the Property, separate and apart from the settlement and damage Seller alleges is caused by the Mill Creek Zanja, and of any taking or threatened taking of all or any portion of the Property. Within a reasonable period of time after receipt of such notice, Buyer shall determine whether a material part of the Property has been damaged or whether such taking or threatened taking has affected or will affect a material part of the Property. As used herein, (a) the destruction of a “**material part**” of the Property shall be deemed to mean an insured or uninsured casualty to the Property having an estimated cost of repair which in the reasonable judgment of Buyer equals or exceeds \$100,000.00 and (b) a taking by eminent domain of a portion of the Property shall be deemed to affect a “**material part**” of the Property if in the reasonable judgment of Buyer the estimated value of the portion of the Property taken exceeds \$100,000.00. Upon making its determination, Buyer shall notify Seller in writing of the results of such determination. Buyer may elect, by written notice delivered to Seller within 30 days after giving Seller notice of such determination, to terminate this Agreement in accordance with Section 9.6.1 if a material part of the Property has been damaged or if such taking has affected or will affect a material part of the Property. If Buyer does not so terminate, (i) in the case of damage to a material part of the Property, Seller shall assign to Buyer at the Closing its right to recover under any insurance policies covering such damage and shall pay Buyer at the Closing the amount of the deductible, if any, and (ii) in the case of a threatened or actual taking of a material part of the Property, Seller shall assign to Buyer at the Closing Seller’s entire right, title and interest in the proceeds thereof. If between the Effective Date and the Closing Date the Property suffers damage which is not material, Seller shall repair such damage at its expense prior to the Closing, and the Closing Date shall be extended for a reasonable period of time not to exceed 30 days to allow for completion of such repairs. The Closing Date shall be extended as necessary to permit Buyer to exercise its rights under this Article 10.

ARTICLE 11. CITY’S LIMITATION OF LIABILITY; WAIVER, RELEASE AND INDEMNITY

11.1 LIMITATION OF LIABILITY FOR CITY. Buyer and Seller each agree and acknowledge that their remedies and recourse for any claims that relate to or arise from this Agreement shall be limited to the terms and conditions set forth herein, and that the City's sole obligations are to deposit the Purchase Money Funds with Escrow Holder in accordance with the terms and conditions of this Agreement and the Assignment and Assumption Agreement and to indemnify and defend the Seller against any and all future claims by the Buyer, its successors and assigns, related to the damages Seller alleges continue to the Property and caused by the Mill Creek Zanja.

11.2 RELEASE AND WAIVER. Buyer hereby agrees and represents that it does not presently have any claims, allegations, or demands, and represents that it will make no claims,

allegations, or demands, against the City, except for claims or demands for violation of City's obligation to provide the Purchase Money Funds under the Assignment and Assumption Agreement. Buyer specifically disclaims, waives, and relinquishes any claims, allegations, or demands against the City relating to the transfer of the Property, including but not limited to: the condition of the Property, any other condition that may affect the Property, the Property's use or fitness for any particular matter, or any claim that relates to or arises from the City's status as a public entity. In connection with the release made herein, Buyer acknowledges it may hereafter discover facts different from or in addition to the facts which it may know or believe to be true with respect to the Property or the Agreement, but that they intend to hereby fully and forever settle all disputes with the City regarding the Property, and that provisions of this Section 11.2 survive the Closing. In furtherance of such intention, the release given herein shall be and remain in effect as a full and complete release, notwithstanding discovery of any such different or additional facts. Therefore, Buyer acknowledges they have been informed of and are familiar with the provisions of Civil Code section 1542, which provides as follows:

A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY.

BUYER'S INITIALS: _____

11.3 INDEMNITY.

11.3.1 Buyer agrees to defend (with counsel reasonably acceptable to the City), indemnify, and hold harmless the City (inclusive of its individual officers, employees, contractors, representatives, and agents) for any and all claims, actions, damages, liabilities, or other losses arising from or relating to the Property or this Agreement, except to the extent required by law for the City's negligence or willful misconduct.

11.3.2 City agrees to defend (with counsel selected by the City and approved by the Seller in the exercise of reasonable discretion), indemnify and hold harmless the Seller (inclusive of its individual officers, employees, contractors, representatives, and agents) for any and all claims, actions, damages, liabilities, or other losses arising from or relating to the sale of the Property, the condition of the Property at the time of Closing, or this Agreement, except to the extent required by law for the Seller's negligence or willful misconduct.

ARTICLE 12. GENERAL.

12.1 Notices. All notices, demands, approvals, and other communications provided for in this Agreement shall be in writing and shall be effective (a) when personally delivered to the recipient at the recipient's address set forth below; (b) five (5) business days after deposit in a sealed envelope in the United States mail, postage prepaid, by registered or certified mail, return receipt requested, addressed to the recipient as set forth below; or (c) one business day after deposit with a recognized overnight courier or delivery service, addressed to the recipient as set forth

below, whichever is earlier. If the date on which any notice to be given hereunder falls on a Saturday, Sunday or legal holiday, then such date shall automatically be extended to the next business day immediately following such Saturday, Sunday or legal holiday. Email notices may be used for convenience only, unless otherwise agreed by the Parties in writing, and shall be deemed delivered one (1) business day after delivery if sent after 5:00 p.m., or received the same day if sent on a business day between 8 am and 5 pm, and a duplicate shall be sent via USPS on the same day as the email.

The addresses for notice are:

SELLER: Miller & Associates LLC
Attn: Joe Miller
908 Melbury Court
Redlands, CA, 92373

With a copy to: Saiki Law Group
Attn: Stacey R. Aldstadt

21515 Hawthorne Blvd., Suite 200
Torrance, CA 90503

BUYER: Christopher Collinsworth
P.O. Box 768
Highland CA 92346

With a copy to: Intentionally Omitted

CITY: City of Redlands
Attn: City Manager
35 Cajon Street
Redlands, California 92373

With a copy to: City of Redlands
Attn: City Attorney
35 Cajon Street
Redlands, California 92373

Either Party may change its address by written notice to the other given in the manner set forth above.

12.2 Entire Agreement. This Agreement and the Schedules and Exhibits hereto contain the entire agreement and understanding between the Parties concerning the subject matter of this Agreement and supersede all prior agreements, including any previous letter of intent or terms, understandings, conditions, representations and warranties, whether written or oral, made by Buyer or Seller concerning the Property or the other matters which are the subject of this Agreement.

12.3 Amendments and Waivers. No addition to or modification of this Agreement shall be effective unless set forth in writing and signed by the Party against whom the addition or modification is sought to be enforced. The Party benefited by any condition or obligation may waive the same, but such waiver shall not be enforceable by another Party unless made in writing and signed by the waiving Party.

12.4 Invalidity of Provision. If any provision of this Agreement as applied to either Party or to any circumstance shall be adjudged by a court of competent jurisdiction to be void or unenforceable for any reason, the same shall in no way affect (to the maximum extent permissible by law) any other provision of this Agreement, the application of any such provision under circumstances different from those adjudicated by the court, or the validity or enforceability of this Agreement as a whole.

12.5 References. Unless otherwise indicated, (a) all Article, Section, Schedule and Exhibit references are to the articles, sections, schedules and exhibits of this Agreement, and (b) all references to days are to calendar days. All the Schedules and Exhibits attached hereto are incorporated herein by this reference. Whenever under the terms of this Agreement the time for performance of a covenant or condition falls upon a Saturday, Sunday or California state holiday, such time for performance shall be extended to the next business day. The headings used in this Agreement are provided for convenience only and this Agreement shall be interpreted without reference to any headings. The masculine, feminine or neuter gender and the singular or plural number shall be deemed to include the others whenever the context so indicates or requires.

12.6 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California applicable to contracts made and to be performed in California.

12.7 Confidentiality and Publicity. The City is a public entity and as such, this Agreement, upon its presentation for approval by the City Council at a duly called and agendized public meeting, shall be subject to the Public Records Act and the Freedom of Information Act. No press release or other public disclosure may be made by Buyer or Seller or any of its agents regarding the sale of the Property, as provided hereunder, without the prior consent of the City.

12.8 Time. Time is of the essence in the performance of the Parties' respective obligations under this Agreement.

12.9 Interpretation. This Agreement has been negotiated at arm's length and between persons (or their representatives) sophisticated and knowledgeable in the matters dealt with in this Agreement. Accordingly, any rule of law (including California Civil Code § 1654 and any successor statute) or legal decision that would require interpretation of any ambiguities against the party that has drafted it is not applicable and is waived. The provisions of this Agreement shall be interpreted in a reasonable manner to effect the purpose of the parties and this Agreement.

12.10 Attorneys' Fees. In the event of any legal or equitable proceeding to enforce any of the terms or conditions of this Agreement, or any alleged disputes, breaches, defaults or misrepresentations in connection with any provision of this Agreement, each Party shall bear its own attorneys' fees and costs.

12.11 Assignment. This Agreement shall inure to the benefit of and be binding upon the Parties hereto and their respective successors and assigns. No Party shall assign any rights or benefits under this Agreement without the written consent of the other Parties. This paragraph does not apply to or govern the Assignment and Assumption Agreement as between Buyer and the City.

12.12 Further Assurances. Seller, at any time before or after Closing, shall, at its own expense, execute, acknowledge and deliver any further deeds, assignments, conveyances and other assurances, documents and instruments of transfer reasonably requested by Buyer and shall take any other action consistent with the terms of this Agreement that may reasonably be requested by Buyer for the purpose of transferring and confirming to Buyer, or reducing to Buyer's possession, any or all of the Property or otherwise carrying out the terms of this Agreement.

12.13 No Third-Party Beneficiaries. Nothing in this Agreement, express or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any person other than the Parties to it and their respective permitted successors and assigns, nor is anything in this Agreement intended to relieve or discharge any obligation of any third person to any Party hereto or give any third person any right of subrogation or action over against any Party to this Agreement.

12.14 Remedies Cumulative. The remedies set forth in this Agreement are cumulative and not exclusive to any other legal or equitable remedy available to a Party.

12.15 Commissions, Indemnity, Disclosure. Each Party represents to the other Party that there is no broker representing such Party in the current transaction, except to the extent that Seller is a licensed real estate broker, and that the representing Party has incurred no liability to any broker not identified herein for any brokerage commission or finder's fee arising from or relating to the transactions contemplated by this Agreement. Each Party hereby indemnifies and agrees to protect, defend and hold harmless the other Party from and against all liability, cost, damage or expense (including without limitation attorneys' fees and costs incurred in connection therewith) on account of any brokerage commission or finder's fee which the indemnifying Party has agreed to pay or which is claimed to be due as a result of the actions of the indemnifying Party. This Section 12.15 is intended to be solely for the benefit of the Parties hereto and is not intended to benefit, nor may it be relied upon by, any person or entity not a Party to this Agreement.

12.16 Counterparts/Facsimile/PDF Signatures. This Agreement may be executed in counterparts and when so executed by the Parties, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument that shall be binding upon the Parties, notwithstanding that the Parties may not be signatories to the same counterpart or counterparts. The Parties may integrate their respective counterparts by attaching the signature pages of each separate counterpart to a single counterpart. Signatures transmitted by email in portable document format and signatures electronically signed in accordance with the Uniform Electronic Transaction Act (UETA) or the substantive equivalent of the UETA, as adopted in the State of California, and with the United States ESIGN Act shall have the same effect as the delivery of original signatures and shall be binding upon and enforceable against the Parties hereto as if such transmittal were an original executed counterpart. The Parties intend to be bound by signatures provided electronically in accordance with this paragraph, are aware that each other

Party will rely on the electronic signatures, and hereby waive any defenses to the enforcement of the terms of this Agreement based on the form of signature.

12.17 Venue. In the event that suit is brought by either Party to this Agreement, the Parties agree that venue must be exclusively vested in the state courts of the County of San Bernardino, or if federal jurisdiction is appropriate, exclusively in the United States District Court within the district embracing the County of San Bernardino.

[SIGNATURES ON FOLLOWING PAGES]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

BUYER:

Christopher Collinsworth, an individual

Date: _____

SELLER:

Miller & Associates LLC, a California limited liability company

By: _____

Its: _____

Date: _____

CITY:

City of Redlands, a California municipal corporation

By: _____

Its: _____

Date: _____

ATTEST:

Jeanne Donaldson, City Clerk

Acceptance by Escrow Holder

Escrow Holder acknowledges receipt of the foregoing Agreement and accepts the instructions contained therein.

Dated: _____, 2026, TO BE ADDED

By: _____

Name: _____

Title: _____

LIST OF EXHIBITS

EXHIBIT A: Legal Description

EXHIBIT B: Form of Schedule of Personal Property

EXHIBIT C: Form of Transferor's Certification of Non-Foreign Status

EXHIBIT D: Form of General Assignment

EXHIBIT E: Form of Grant Deed

EXHIBIT F: Assignment and Assumption Agreement

EXHIBIT A

LEGAL DESCRIPTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF REDLANDS, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

PARCEL NO. 1:

ALL THAT PORTION OF BLOCK 30, BARTON RANCH, AS PER PLAT RECORDED IN BOOK 5 OF MAPS, PAGE 19, RECORDS OF SAID COUNTY, AND THAT PORTION OF LOT 27, BLOCK 77, RANCHO SAN BERNARDINO, AS PER PLAT RECORDED IN BOOK 7 OF MAPS, PAGE 2, RECORDS OF SAID COUNTY, IN THE CITY OF REDLANDS, DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT 755.35 FEET WEST AND 50 FEET SOUTH OF THE NORTHEAST CORNER OF THE SOUTH 1/2 OF THE SOUTH 1/2 OF SAID LOT 27; THENCE SOUTH, 84 FEET; THENCE WEST, 78.5 FEET; THENCE SOUTH IN A DIRECT LINE, 122 FEET, MORE OR LESS, TO THE MILL CREEK ZANJA; THENCE NORTHWESTERLY ALONG SAID ZANJA TO A POINT 12 FEET WEST OF THE EAST LINE OF SAID BLOCK 30, BARTON RANCH, SAID POINT BEING THE SOUTHEAST CORNER OF THE PROPERTY DEEDED TO THE CITY OF REDLANDS BY DEED RECORDED IN BOOK 1194, PAGE 231, OFFICIAL RECORDS; THENCE NORTH AND PARALLEL WITH THE SAID EAST LINE OF BLOCK 30 TO THE SOUTH LINE OF WEST CENTRAL AVENUE OR HIGHWAY 99, AS NOW ESTABLISHED; THENCE EASTERLY, ALONG SAID SOUTH LINE OF HIGHWAY 99, TO THE POINT OF BEGINNING.

PARCEL NO. 2:

THE WEST 88 FEET OF THE EAST 134.85 FEET OF THE FOLLOWING DESCRIBED PROPERTY:

BEGINNING AT A POINT 620-1/2 FEET WEST AND 30 FEET SOUTH OF THE NORTHEAST CORNER OF THE SOUTH 1/4 OF THE SOUTH 1/4 OF LOT 27, BLOCK 77, RANCHO SAN BERNARDINO, IN THE CITY OF REDLANDS, AS PER PLAT RECORDED IN BOOK 7 OF MAPS, PAGE 2, RECORDS OF SAID COUNTY; THENCE WEST, 134.85 FEET; THENCE SOUTH, 104 FEET; THENCE WEST, 78-1/2 FEET; THENCE SOUTH IN A DIRECT LINE, 122 FEET, MORE OR LESS, TO MILL CREEK ZANJA; THENCE EASTERLY ALONG SAID ZANJA TO A POINT OF ITS INTERSECTION WITH MILL STREET; THENCE ALONG THE WEST LINE OF SAID MILL STREET, NORTH 288 FEET, MORE OR LESS, TO THE POINT OF BEGINNING, THIS BEING A PORTION OF THE PROPERTY CONVEYED BY CITRUS BOLT GAS COMPANY TO SOUTHERN CALIFORNIA GAS COMPANY, BY DEED RECORDED IN BOOK 725, PAGE 310 OF DEEDS.

EXCEPTING THEREFROM THAT PORTION THEREOF LYING WITHIN A PARCEL OF LAND DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE NORTH LINE OF WEST STATE STREET, AS SAID STATE STREET EXISTED ON JULY 21, 1931, SOUTH 73° 25' EAST, 445.50 FEET FROM THE NORTHEAST CORNER OF TEXAS STREET AND WEST STATE STREET; THENCE NORTH 0° 9' WEST, 15.66 FEET; THENCE 15 FEET FROM AND PARALLEL WITH THE SAID NORTH LINE OF SAID STATE STREET, SOUTH 73° 25' EAST, 128 FEET; THENCE ON A CURVE WITH A RADIUS OF 1427.35 FEET FOR A DISTANCE OF 278.90 FEET TO A POINT ON THE EAST LINE OF LOT 11, BLOCK "B", PELLAR, PRATT AND KENDALL'S SUBDIVISION, AS PER PLAT RECORDED IN BOOK 5 OF MAPS, PAGE 22 RECORDS OF SAID COUNTY; THENCE ALONG SAID EAST LINE AND SAID LINE PRODUCED SOUTH, 15.11 FEET TO THE SAID NORTH LINE OF SAID WEST STATE STREET; THENCE ALONG SAID NORTH LINE OF SAID WEST STATE STREET NORTHWESTERLY TO THE POINT OF BEGINNING, AS CONVEYED TO THE CITY OF REDLANDS, BY DEED FROM SOUTHERN CALIFORNIA GAS COMPANY, DATED JULY 21, 1931 AND RECORDED AUGUST 13, 1931 IN BOOK 738, PAGE 265, OFFICIAL RECORDS.

ALSO EXCEPTING THE NORTHERLY 20 FEET TAKEN FOR THE WIDENING OF CENTRAL AVENUE, AS DESCRIBED IN THAT CERTAIN FINAL JUDGMENT OF CONDEMNATION, DATED AUGUST 17, 1938, A CERTIFIED COPY OF WHICH WAS RECORDED AUGUST 31, 1938 IN BOOK 1293, PAGE 419, OFFICIAL RECORDS.

EXHIBIT A

LEGAL DESCRIPTION
(CONTINUED)

PARCEL NO. 3:

THAT PORTION OF LOT 27, BLOCK 77, RANCHO SAN BERNARDINO, IN THE CITY OF REDLANDS, AS PER PLAT RECORDED IN BOOK 7 OF MAPS, PAGE 2, RECORDS OF SAID COUNTY, BOUNDED BY THE FOLLOWING DESCRIBED LINE:

COMMENCING AT A POINT IN THE NORTHERLY LINE OF THE SOUTH ¼ OF THE SOUTH ½ OF LOT 27, BLOCK 77 OF SAID RANCHO SAN BERNARDINO, DISTANT THEREON SOUTH 89° 59' WEST, 620.5 FEET FROM THE NORTHEAST CORNER OF THE SOUTH ½ OF THE SOUTH ¼ OF SAID LOT 27; THENCE SOUTH 0° 05' EAST, 30 FEET; THENCE SOUTH 89° 59' WEST, 134.85 FEET; THENCE SOUTH 0° 05' EAST, 104 FEET TO THE TRUE POINT OF BEGINNING; THENCE CONTINUING SOUTH 0° 05' EAST, 133.34 FEET TO A POINT IN THE NORTHERLY LINE OF STATE STREET, 80 FEET IN WIDTH; THENCE NORTH 73° 25' WEST ALONG THE NORTHERLY LINE OF STATE STREET, 81.81 FEET; THENCE NORTH 0° 09' WEST, 109.78 FEET; THENCE NORTH 89° 51' EAST, 78.5 FEET TO THE TRUE POINT OF BEGINNING.

APN: 0171-031-08; 0171-031-09-0-000

EXHIBIT B

FORM OF SCHEDULE OF PERSONAL PROPERTY

[TO BE COMPLETED DURING FEASIBILITY PERIOD]

Seller, Miller & Associates LLC, a California limited liability company, and Buyer, Christopher Collinsworth, an individual, hereby agree that the following Personal Property, as defined in the Purchase Sale Agreement (the "Agreement") for 611 W. Redlands Blvd, Redlands, California, includes the items listed below.

UNIT/ADDRESS	DESCRIPTION

If no property is transferred in the above, each party agrees by initialing here:

Seller: _____

Buyer: _____

In addition to the foregoing, the Personal Property transferred includes any and all claims, rights, or interests that Seller may have in the personal property belonging to any tenants under Existing Leases; provided, however, unless otherwise specified herein or in the Agreement, this is not a representation or warranty that Seller possesses any claims, rights, or interests.

BUYER:

Christopher Collinsworth, an individual

Date: _____

SELLER:

Miller & Associates LLC, a California limited liability company

By: _____

Its: _____

Date: _____

IF APPLICABLE:

TENANT:

EXHIBIT C

FORM OF TRANSFEROR'S CERTIFICATION OF NON-FOREIGN STATUS

Section 1445 of the Internal Revenue Code of 1986, as amended (the "Code"), provides that a transferee of a U.S. real property interest must withhold tax if the transferor is a foreign person. To inform the [BUYER] (the "Transferee"), that withholding of tax under Section 1445 of the Code will not be required upon the transfer of a U.S. real property interest to the Transferee by _____ (the "Transferor"), the undersigned hereby certifies the following on behalf of the Transferor:

1. The Transferor is not a foreign corporation, foreign partnership, foreign trust or foreign estate (as those terms are defined in the Code and the Income Tax Regulations promulgated thereunder);
2. The Transferor's U.S. employer identification number is _____; and
3. The Transferor's office address is _____.

The Transferor understands that this Certificate may be disclosed to the Internal Revenue Service by the Transferee and that any false statement contained herein could be punished by fine, imprisonment, or both.

Under penalty of perjury I declare that I have examined this Certification and, to the best of my knowledge and belief, it is true, correct and complete, and I further declare that I have authority to sign this document on behalf of the Transferor.

DATED: _____, 202__

[EXHIBIT DO NOT SIGN]

SELLER

EXHIBIT D

FORM OF GENERAL ASSIGNMENT

This Assignment (the "Assignment") is made as of _____, by **Miller & Associates LLC, a California limited liability company** (collectively "Assignor").

FOR VALUABLE CONSIDERATION, as set forth in that certain Purchase Sale Agreement with Assignment of Rights and Joint Escrow Instructions dated _____, 202_ (the "Agreement"), Assignor hereby assigns and transfers to Christopher Collinsworth, an individual ("Assignee"), all permits, licenses, consents, registrations and other similar approvals applicable to the Property, all as-built plans and specifications for: (1) the Land; and (2) any and all improvements used in connection with the operation or occupancy of the Land or located upon the Real Property (the "Improvements") (collectively, the "Plans"); and all warranties of which Assignor is the beneficiary (the "Warranties") with respect to the Improvements or Personal Property.

This Assignment shall not supersede the Agreement and, in the event of conflict between this Assignment and the Agreement, the Agreement shall control.

This Assignment shall be binding upon and inure to the benefit of Assignor and Assignee and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF, Assignor has executed this Assignment as of the date first above written.

ASSIGNOR:

[EXHIBIT DO NOT SIGN]

SELLER

EXHIBIT E
FORM OF GRANT DEED

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO
[ADD BUYER INFO]

SPACE ABOVE THIS LINE FOR RECORDER'S USE

APN: _____

Grant Deed

DOCUMENTARY TRANSFER TAX \$ _____

- Computed on full value of property conveyed, or
- Computed on full value less liens & encumbrances remaining thereon at time of sale.

Signature of declarant or agent determining tax, firm name

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, **MILLER & ASSOCIATES LLC, a California limited liability company** ("Grantor"), hereby GRANTS to CHRISTOPHER COLLINSWORTH, an individual, ("Grantee"), the real property situated in the County of San Bernardino, State of California, described as follows:

See Exhibit A attached hereto and incorporated by reference herein.

[Grantor signatures to Grant Deed on next page.]

EXHIBIT A TO GRANT DEED

LEGAL DESCRIPTION

[TO BE ADDED]

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)

COUNTY OF _____)

On _____, 2026, before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____ (SEAL)

EXHIBIT F

ASSIGNMENT AND ASSUMPTION AGREEMENT

This Assignment and Assumption Agreement (this "Assignment") is made and entered into as of _____, 202_, by and between City of Redlands, a California municipal corporation ("Assignor") and Christopher Collinsworth, an individual ("Assignee"), with reference to the following:

A. Assignor is a party a Settlement and Release Agreement, dated on or about October 14, 2025, which provides Assignor with an option to purchase real estate (the "Option Right") that is located at and commonly known as 611-721 West Redlands Boulevard, Redlands, California 92373, San Bernardino County, California (the "Property").

B. Assignee desires to purchase the Property.

C. Assignor desires by this Assignment to assign the Option Right to Assignee.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained herein, and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto do hereby agree as follows:

1. The Option Right. To exercise the Option Right, Assignee must purchase the Property in accordance with a Purchase Sale Agreement with Assignment of Rights and Escrow Instructions (the "Purchase Sale Agreement"), executed on or about the same date of this Assignment. The Purchase Sale Agreement provides for a purchase price of Three Million Four Hundred Thousand Dollars and Zero Cents (\$3,400,000.00) (the "Purchase Price"), among other terms and conditions for the sale of the Property to Assignee. The Purchase Price shall be paid as follows:

- a. Assignor will contribute One Million Eight Hundred Thousand Dollars (\$1,800,000.00) towards the Purchase Price due under the Purchase Sale Agreement, plus escrow costs not to exceed Twenty Thousand Dollars (\$20,000.00) (collectively, (the "Purchase Money Funds"), subject to Assignor's approval of a closing statement from escrow. Assignor's agreement to pay for escrow costs as provided for herein is limited to the cost of a standard CLTA policy of title insurance, and Assignee shall pay the costs of any extended coverage or endorsements.
- b. Assignee will contribute One Million Six Hundred Thousand Dollars (\$1,600,000.00) ("Assignee's Contribution") towards the Purchase Price, plus all escrow costs and fees required by the Buyer, as provided for under the Purchase Sale Agreement.

2. Disbursement of Assignor's Purchase Money Funds. The Purchase Money Funds shall be deposited by Assignor to escrow, and disbursed for purchase of the Property, subject to

the satisfaction of the following conditions.

- a. The Buyer and Seller shall have each provided written confirmation to the Assignor and Escrow Officer, in accordance with the Purchase Sale Agreement, that Buyer and Seller elect to proceed to Closing for a transfer of the Property from Seller to Buyer;
- b. Seller and Buyer shall not be in default of the Purchase Sale Agreement;
- c. Assignor shall have not less than five (5) business days from the date of written confirmation set forth in sub-paragraph (a) to deposit the Purchase Money Funds into Escrow; and,
- d. The Purchase Money Funds shall only be disbursed upon Closing and, if the Closing does not occur within ten (10) business days from the deposit into Escrow, the Purchase Money Funds shall be returned to the Assignor in their entirety, without offset or deduction.

3. Assignment of Interests. Assignor hereby assigns and transfers to Assignee the Option Right.

4. Assumption of Obligations. Assignee hereby accepts the Option Right, and Assignee hereby assumes all duties and obligations of Buyer under the Purchase Sale Agreement.

5. Limitation of Remedies; Waiver; Release.

a. Assignee agrees and acknowledges that the sole and exclusive remedy for a breach of the obligations under this Assignment shall be an action to require payment of the Purchase Money Funds for purposes set forth in the Purchase Sale Agreement, and that Assignor is not the seller of the Property and shall have no liability to Assignee for any claims or damages which arise from or relate to the Purchase Sale Agreement, except to the extent for the obligations set forth herein. Assignee acknowledges and agrees that it is waiving the right to conduct certain investigations or due diligence activities with respect to the purchase of the Property and that Assignee has not relied on any statements, representations, or information provided by the Assignor or the Seller in connection with the Property, and neither the Assignor nor the Seller has provided any representations or warranties about the Property, any condition of the Property, any matter affecting the Property, or the Property's usefulness for any particular purpose, and that Assignee agrees and covenants not to pursue any claim against the Assignor or the Seller regarding the Property, the condition of the Property, or any matters affecting the Property, except to the extent limited by law for gross negligence or willful misconduct by the Assignor or the Seller, respectively.

b. Assignee hereby waives, releases, and relinquishes any and all remedies and recourse for any claims or damages that relate to or arise from this Assignment, except for the limited purposes set forth in sub-paragraph (a) above. Assignee hereby agrees and represents that Assignee does not presently have any claims, allegations, or demands against Assignor, and represents that Assignee will make no claims, allegations, or demands, against Assignor, except for claims or demands for violation of Assignor's obligation to provide the Purchase Money Funds under this Assignment. Assignee specifically disclaims, waives, and relinquishes any claims, allegations, or demands that relate to or arise from Assignee's status as a public entity. Assignee

agrees that this is a negotiated agreement between the parties hereto. Assignee intends that this release shall be a full and final settlement of and bar to any and all claims and/or causes of action arising against Assignee, except to the extent such claim or cause of action is based on a breach of Assignor's obligations hereunder and is limited to an order for payment of the Purchase Money Funds as required by the Purchase Sale Agreement, except to the extent required by law for Assignee's negligence or willful misconduct. In connection with the release made herein, Assignee acknowledges Assignee may hereafter discover facts different from or in addition to the facts which Assignee may know or believe to be true with respect to the Property or the Purchase Sale Agreement, but that Assignee intends to hereby fully and forever settle all disputes with Assignor regarding the Property. In furtherance of such intention, the release given herein shall be and remain in effect as a full and complete release, notwithstanding discovery of any such different or additional facts.

c. Assignee acknowledges it has been informed of and is familiar with the provisions of Civil Code section 1542, which provides as follows:

A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY.

ASSIGNEE'S INITIALS: _____

6. Indemnity. Assignee agrees to defend (with counsel reasonably acceptable to the Assignor), indemnify, and hold harmless the Assignor for any and all claims, actions, damages, liabilities, or other losses arising from or relating to the Property or this Agreement, except to the extent required by law for the Assignor's negligence or willful misconduct.

7. General.

a. References to the Assignor. Unless otherwise provided in this Agreement, all references to the Assignor include the Assignor, its officers, employees, contractors, representatives, or other agents.

b. Invalidity of Provision. If any provision of this Agreement as applied to either Party or to any circumstance shall be adjudged by a court of competent jurisdiction to be void or unenforceable for any reason, the same shall in no way affect (to the maximum extent permissible by law) any other provision of this Agreement, the application of any such provision under circumstances different from those adjudicated by the court, or the validity or enforceability of this Agreement as a whole.

c. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California applicable to contracts made and to be performed in California.

d. Time. Time is of the essence in the performance of the Parties' respective obligations under this Agreement.

e. Interpretation. This Agreement has been negotiated at arm's length and between persons (or their representatives) sophisticated and knowledgeable in the matters dealt with in this Agreement. Accordingly, any rule of law (including California Civil Code § 1654 and any successor statute) or legal decision that would require interpretation of any ambiguities against the party that has drafted it is not applicable and is waived. The provisions of this Agreement shall be interpreted in a reasonable manner to effect the purpose of the parties and this Agreement.

f. Attorneys' Fees. In the event of any legal or equitable proceeding to enforce any of the terms or conditions of this Agreement, or any alleged disputes, breaches, defaults or misrepresentations in connection with any provision of this Agreement, each Party shall bear its own attorneys' fees and costs.

g. Assignment. No Party shall assign any rights or benefits under this Agreement without the written consent of the other Party.

h. No Third-Party Beneficiaries. Nothing in this Agreement, express or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any person other than the Parties hereto, nor is anything in this Agreement intended to relieve or discharge any obligation of any third person to any Party hereto or give any third person any right of subrogation or action over against any Party to this Agreement.

i. Counterparts/Facsimile/PDF Signatures. This Agreement may be executed in counterparts and when so executed by the Parties, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument that shall be binding upon the Parties, notwithstanding that the Parties may not be signatories to the same counterpart or counterparts. The Parties may integrate their respective counterparts by attaching the signature pages of each separate counterpart to a single counterpart. Signatures transmitted by email in portable document format and signatures electronically signed in accordance with the Uniform Electronic Transaction Act (UETA) or the substantive equivalent of the UETA, as adopted in the State of California, and with the United States ESIGN Act shall have the same effect as the delivery of original signatures and shall be binding upon and enforceable against the Parties hereto as if such transmittal were an original executed counterpart. The Parties intend to be bound by signatures provided electronically in accordance with this paragraph, are aware that each other Party will rely on the electronic signatures, and hereby waive any defenses to the enforcement of the terms of this Agreement based on the form of signature.

j. Venue. In the event that suit is brought by either Party to this Agreement, the Parties agree that venue must be exclusively vested in the state courts of the County of San Bernardino, or if federal jurisdiction is appropriate, exclusively in the United States District Court within the district embracing the County of San Bernardino.

IN WITNESS WHEREOF, the parties hereto have executed this Assignment as of the date above.

SIGNATURES ON FOLLOWING PAGE

ASSIGNOR:

ASSIGNEE:

City of Redlands, a California municipal corporation

Christopher Collinsworth, an individual

By: _____

Date: _____

Its: _____

Date: _____