



City of Sunnyvale

Notice and Agenda

City Council

Tuesday, May 5, 2015

5:00 PM

West Conference Room and Council
Chambers, City Hall, 456 W. Olive Ave.,
Sunnyvale, CA 94086

Special Meetings: Closed Sessions-5 PM and 5:30 PM | Regular Meeting-7 PM

5 P.M. SPECIAL COUNCIL MEETING (Closed Session)

1 Call to Order in the West Conference Room

2 Roll Call

3 Public Comment

The public may provide comments regarding the Closed Session item(s) just prior to the Council beginning the Closed Session. Closed Sessions are not open to the public.

4 Convene to Closed Session

[15-0442](#)

Closed Session held pursuant to California Government Code
Section 54956.8: CONFERENCE WITH REAL PROPERTY
NEGOTIATORS

Properties: 396 Charles Avenue; 397 S. Mathilda Avenue, 402
Charles Avenue; 403 S. Mathilda Avenue

Agency negotiators: Deanna J. Santana, City Manager; Kent
Steffens, Assistant City Manager

Negotiating Parties: Paul Elkins (Trustee), Christy Kramer
(Trustee), Michael and Cynthia Sorci (Trustees), and Toll
Brothers Inc. (Optionee)

Under negotiation: Price and terms of a potential purchase

5 Adjourn Special Meeting

5:30 P.M. SPECIAL COUNCIL MEETING (Closed Session)

1 Call to Order in the West Conference Room

2 Roll Call**3 Public Comment**

The public may provide comments regarding the Closed Session item(s) just prior to the Council beginning the Closed Session. Closed Sessions are not open to the public.

4 Convene to Closed Session

[15-0151](#)

Closed Session held pursuant to California Government Code
Section 54957.6: CONFERENCE WITH LABOR
NEGOTIATORS

Agency designated representatives: Teri Silva, Director of
Human Resources; Deanna J. Santana, City Manager
Employee organization: Public Safety Managers Association
(PSMA)

Employee organization: Public Safety Officers Association
(PSOA)

Employee organization: Sunnyvale Employees Association
(SEA)

Employee organization: Sunnyvale Managers Association
(SMA)

5 Adjourn Special Meeting**7 P.M. COUNCIL MEETING**

Pursuant to Council Policy, City Council will not begin consideration of any agenda item after 11:30 p.m. without a vote. Any item on the agenda which must be continued due to the late hour shall be continued to a date certain. Information provided herein is subject to change from date of printing of the agenda to the date of the meeting.

CALL TO ORDER

Call to Order in the Council Chambers (Open to the Public)

SALUTE TO THE FLAG**ROLL CALL****CLOSED SESSION REPORTS**

SPECIAL ORDER OF THE DAY[15-0432](#)

SPECIAL ORDER OF THE DAY - Teen Self-Esteem Month
Proclamation

PUBLIC ANNOUNCEMENTS

Each speaker is limited to three minutes for announcements of community events, programs, or recognition.

CONSENT CALENDAR

All matters listed on the consent calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion of these items. If a member of the public would like a consent calendar item pulled and discussed separately, please submit a speaker card to the City Clerk prior to the start of the meeting or before approval of the consent calendar.

1.A [15-0469](#) Approve City Council Meeting Minutes of April 21, 2015

Recommendation: Approve the City Council Meeting Minutes of April 21, 2015 as submitted.

1.B [15-0479](#) Approve City Council Meeting Minutes of April 28, 2015

Recommendation: Approve the City Council Meeting Minutes of April 28, 2015 as submitted.

1.C [15-0474](#) Approve the List(s) of Claims and Bills Approved for Payment by the City Manager

Recommendation: Approve the list(s) of claims and bills.

1.D [15-0427](#) Award of Contract for the Design of Mary Avenue Bicycle Lanes (F15-52)

Recommendation: 1) Award a contract, in substantially the same format as Attachment 1 to the report and in the amount of \$189,900 to Whitlock & Weinberger, Inc. (W-Trans) for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met; and 2) Approve a 10% design contingency in the amount of \$18,990.

- 1.E** [15-0436](#) Award of Bid No. PW15-19 for Traffic Signal Modification - Sunnyvale-Saratoga Road at Fremont Avenue and Award of Bid No. PW15-20 for Traffic Signal Modification - Mathilda Avenue at Maude Avenue, and Finding of CEQA Categorical Exemption

Recommendation: 1) Make finding of CEQA categorical exemption for existing facilities pursuant to Class 1, Section 15301(a) for both projects; 2) Award a contract, in substantially the same format as Attachment 3 to the report and in the amount of \$221,098 to Pacific Electric Contracting, Inc. for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met; 3) Award a contract, in substantially the same format as Attachment 4 to the report and in the amount of \$212,604 to Pacific Electric Contracting, Inc. for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met; and 4) Approve 10% construction contingencies for both projects as follows: \$22,109 for Sunnyvale-Saratoga at Fremont and \$21,260 for Mathilda at Maude.

- 1.F** [15-0163](#) Continuation of Supplemental Law Enforcement Services (SLES) Funds and Approval of Budget Modification No. 43

Recommendation: Approve Budget Modification No. 43 to appropriate \$60,673 in Supplemental Law Enforcement Services (SLES) funding and approve the full amount of available SLES funds to partially fund one Public Safety Lieutenant position.

- 1.G** [15-0420](#) Receive and File the City of Sunnyvale Investment Report - 1st Quarter 2015

Recommendation: Receive and file the City of Sunnyvale FY 2014/15 Period 10 investment report.

PUBLIC COMMENTS

This category is limited to 15 minutes (may be extended or continued after the public hearings/general business section of the agenda at the discretion of the mayor) with a maximum of three minutes per speaker. If your subject is not on this evening's agenda you will be recognized at this time; however, the Brown Act (Open Meeting Law) does not allow action by Councilmembers. If you wish to address the Council, please complete a speaker card and give it to the City Clerk. Individuals are limited to one appearance during this section.

PUBLIC HEARINGS/GENERAL BUSINESS

If you wish to speak to a public hearings/general business item, please fill out a speaker card and give it to the City Clerk. You will be recognized at the time the item is being considered by Council. Each speaker is limited to a maximum of three minutes. For land-use items, applicants are limited to a maximum of 10 minutes for opening comments and 5 minutes for closing comments.

- 2 [15-0156](#) Approve 2015-2020 Housing and Urban Development (HUD) Consolidated Plan

Recommendation: Alternative 1: Approve the 2015-2020 Consolidated Plan as provided in Attachment 1 to the report.

- 3 [15-0158](#) Consider Approval of Draft Housing and Urban Development (HUD) Action Plan and Proposed Human Services Grants for FY 2015-16

Recommendation: Alternatives 1 and 3: 1) Approve the 2015-16 Action Plan as presented in Attachment 1 to the report; and 3) Approve the staff-recommended list of General Fund human services grants as presented in Attachment 3 to the report, subject to Council budget appropriations in June.

- 4 [15-0213](#) Acknowledge the Department of Public Works' Amendments to the Operational Standards for Acceptance of Land for Park Purposes

Recommendation: Alternative 3: Acknowledge the Department of Public Works Operational Standards for Acceptance of Land for Park Purposes, as presented in Attachment 3 to the report.

- 5 [15-0245](#) Adopt the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Primary Treatment Facility Project at the Water Pollution Control Plant; Provide an Update on Equipment Purchasing; and Approval to Proceed with the Project

Recommendation: Alternative 1: Adopt the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Primary Treatment Facility Project, and approve proceeding with the Project.

- 6 [15-0431](#) Award of a Contract in the Amount of \$8,051,120 for Water Pollution Control Plant Construction Management Services and Approval of Budget Modification No. 46 (F15-40)

Recommendation: 1) Award a contract, in substantially the same format as Attachment 1 to the report and in the amount of \$8,051,120, to The Covello Group, Inc. for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met, 2) Approve a 10% contract contingency in the amount of \$805,112 for the project, and 3) Approve Budget Modification No. 46.

- 7 [15-0439](#) Approve Budget Modification No. 44 in the Amount of \$140,000 to Cover Projected Deficits in the Golf and Tennis Operations Fund for FY 2014/15

Recommendation: Alternative 1: Approve Budget Modification No. 44 in the amount of \$140,000 to cover projected deficits in the Golf and Tennis Operations Fund for FY 2014/15.

COUNCILMEMBERS REPORTS ON ACTIVITIES FROM INTERGOVERNMENTAL COMMITTEE ASSIGNMENTS

NON-AGENDA ITEMS & COMMENTS

-Council

-City Manager

INFORMATION ONLY REPORTS/ITEMS

[15-0477](#) Tentative Council Meeting Agenda Calendar

[15-0376](#) Information/Action Items

[15-0294](#) Board/Commission Meeting Minutes

ADJOURNMENT

NOTICE TO THE PUBLIC

The agenda reports to council (RTCs) may be viewed on the City's Web site at sunnyvale.ca.gov after 7 p.m. on Thursdays or at the Sunnyvale Public Library, 665 W. Olive Ave. as of Fridays prior to Tuesday City Council meetings. Any agenda related writings or documents distributed to members of the City of Sunnyvale City Council regarding any open session item on this agenda will be made available for public inspection in the Office of the City Clerk located at 603 All America Way, Sunnyvale, California during normal business hours and in the Council Chamber on the evening of the Council Meeting, pursuant to Government Code §54957.5. Please contact the Office of the City Clerk at (408) 730-7483 for specific questions regarding the agenda.

PLEASE TAKE NOTICE that if you file a lawsuit challenging any final decision on any public hearing item listed in this agenda, the issues in the lawsuit may be limited to the issues which were raised at the public hearing or presented in writing to the Office of the City Clerk at or before the public hearing. PLEASE TAKE FURTHER NOTICE that Code of Civil Procedure section 1094.6 imposes a 90-day deadline for the filing of any lawsuit challenging final action on an agenda item which is subject to Code of Civil Procedure 1094.5.

Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the Office of the City Clerk at (408) 730-7483. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.106 ADA Title II).

Planning a presentation for a City Council meeting?

To help you prepare and deliver your public comments, please review the "Making Public Comments During City Council or Planning Commission Meetings" document available at Presentations.inSunnyvale.com.

Planning to provide materials to Council?

If you wish to provide the City Council with copies of your presentation materials, please provide 12 copies of the materials to the City Clerk (located to the left of the Council dais). The City Clerk will distribute your items to the Council.

Upcoming Meetings

Visit CouncilMeetings.inSunnyvale.com for upcoming Council meeting information.

Visit BoardsandCommissions.inSunnyvale.com for upcoming board and commission meeting information.

For a complete schedule of KSUN-15 Council meeting broadcasts, visit KSUN.insunnyvale.com.



City of Sunnyvale

Agenda Item

15-0442

Agenda Date: 5/5/2015

Closed Session held pursuant to California Government Code Section 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Properties: 396 Charles Avenue; 397 S. Mathilda Avenue, 402 Charles Avenue; 403 S. Mathilda Avenue

Agency negotiators: Deanna J. Santana, City Manager; Kent Steffens, Assistant City Manager

Negotiating Parties: Paul Elkins (Trustee), Christy Kramer (Trustee), Michael and Cynthia Sorci (Trustees), and Toll Brothers Inc. (Optionee)

Under negotiation: Price and terms of a potential purchase



City of Sunnyvale

Agenda Item

15-0151

Agenda Date: 5/5/2015

Closed Session held pursuant to California Government Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: Teri Silva, Director of Human Resources; Deanna J. Santana, City Manager

Employee organization: Public Safety Managers Association (PSMA)

Employee organization: Public Safety Officers Association (PSOA)

Employee organization: Sunnyvale Employees Association (SEA)

Employee organization: Sunnyvale Managers Association (SMA)



City of Sunnyvale

Agenda Item

15-0432

Agenda Date: 5/5/2015

SPECIAL ORDER OF THE DAY - Teen Self-Esteem Month Proclamation



City of Sunnyvale

Agenda Item

15-0469

Agenda Date: 5/5/2015

SUBJECT

Approve City Council Meeting Minutes of April 21, 2015

RECOMMENDATION

Approve the City Council Meeting Minutes of April 21, 2015 as submitted.



City of Sunnyvale

Meeting Minutes - Draft City Council

Tuesday, April 21, 2015

5:00 PM

Council Chambers, City Hall, 456 W. Olive
Ave., Sunnyvale, CA 94086

Special Meetings: Closed Session- 5 PM | Study Session- 5:30 PM | Regular Meeting- 7 PM

7 P.M. COUNCIL MEETING

CALL TO ORDER

Mayor Griffith called the meeting to order.

SALUTE TO THE FLAG

Mayor Griffith led the salute to the flag.

Mayor Griffith announced the meeting will be held in honor of long-time Sunnyvale resident Michelle Philips.

ROLL CALL

Present: 7 - Mayor Jim Griffith
Vice Mayor Tara Martin-Milius
Councilmember David Whittum
Councilmember Pat Meyering
Councilmember Jim Davis
Councilmember Glenn Hendricks
Councilmember Gustav Larsson

CLOSED SESSION REPORT

Vice Mayor Martin-Milius reported Council met in Closed Session held pursuant to California Government Code Section 54956.9: Conference with Legal Counsel - Anticipated Litigation; there is nothing to report.

SPECIAL ORDER OF THE DAY

[15-0382](#)

SPECIAL ORDER OF THE DAY - Serra Little League
Recognition

Mayor Griffith presented a Certificate of Congratulations to Serra Little League 9-10 All Stars Team Manager Mike Lee.

PUBLIC ANNOUNCEMENTS

Michael Goldman announced an event for the Sunnyvale Public Lands for Public Use initiative, and presented a PowerPoint presentation.

CONSENT CALENDAR

Councilmember Meyering requested to pull Items 1.A and 1.B, and requested a No vote be recorded on Item 1.G.

Councilmember Whittum stated his vote would not be a vote on Item 1.G as his home is within 500 feet of the Downtown Specific Plan.

MOTION: Vice Mayor Martin-Milius moved and Councilmember Larsson seconded the motion to approve Items 1.C, 1.D, 1.E, 1.F and 1.G on the Consent Calendar, with a No vote registered by Councilmember Meyering on Item 1.G.

Yes: 7 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Whittum
Councilmember Meyering
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 0

1.A [15-0068](#) Approve City Council Meeting Minutes of April 7, 2015

Public Hearing opened at 11:16 p.m.

No speakers.

Public Hearing closed at 11:16 p.m.

MOTION: Vice Mayor Martin-Milius moved and Councilmember Davis seconded the motion to approve the City Council Meeting Minutes of April 7, 2015 as submitted. The motion carried by the following vote:

Yes: 6 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Whittum
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 1 - Councilmember Meyering

- 1.B** [15-0399](#) Approve the List(s) of Claims and Bills Approved for Payment by the City Manager

Public Hearing opened at 11:16 p.m.

No speakers.

Public Hearing closed at 11:16 p.m.

MOTION: Councilmember Davis moved and Vice Mayor Martin-Milius seconded the motion to approve the list(s) of claims and bills. The motion carried by the following vote:

Yes: 6 - Mayor Griffith
 Vice Mayor Martin-Milius
 Councilmember Whittum
 Councilmember Davis
 Councilmember Hendricks
 Councilmember Larsson

No: 1 - Councilmember Meyering

- 1.C** [15-0313](#) Award of Contract for the Cooperative Purchase of Industrial and Commercial Supplies (F15-82)

1) Award a one year contract to Grainger in substantially the same form as the draft blanket purchase order attached to the report and based upon the State of California Western States Contracting Alliance (WSCA) cooperative contract, not to exceed budgeted amounts; and 2) Authorize the City Manager to renew the contract for two additional one year periods provided that pricing and service remain acceptable to the City.

- 1.D** [15-0357](#) Award of Bid No. PW15-15 for Pavement Rehabilitation 2015 and Finding of CEQA Categorical Exemption

1) Make a finding of CEQA categorical exemption pursuant to Class 1, Section 15301 (d) for rehabilitation of an existing public facility with negligible or no expansion of an existing use; 2) Award a contract, in substantially the same format as Attachment 2 to the report and in the amount of \$2,656,857, to O'Grady Paving, Inc. for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met; and 3) Approve a 10% construction contingency in the amount of \$265,686.

- 1.E** [15-0346](#) Award of Contract for Lawrence Expressway Sanitary Sewer Rehabilitation Condition Assessment and Preliminary Design Report (F15-24)

1) Award a contract, in substantially the same format as Attachment 1 to the report

and in the amount of \$426,000, to Waste Water Engineers, LLC, for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met; and 2) Approve a 10% design contingency in the amount of \$42,600.

1.F [15-0352](#) Award of Bid No. PW15-08 for Roof Replacement at Fire Station Nos. 1, 3, 4 and 6, and Finding of CEQA Categorical Exemption

1) Make a finding of CEQA categorical exemption pursuant to Class 1 Section 15301 (d) for the restoration or rehabilitation of deteriorated or damaged structures; 2) Award a contract, in substantially the same format as Attachment 2 to the report and in the amount of \$369,355 (base bid of \$280,290 and additive alternate of \$89,065) to Alcal Specialty Contracting, Inc. for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met; and 3) Approve a 10% construction contingency in the amount of \$36,936.

1.G [15-0433](#) Adopt Ordinance No. 3056-15 Amending the Sunnyvale Municipal Code to Allow the use of Tandem and Stacker Parking in Residential Districts

MOTION: Vice Mayor Martin-Milius moved and Councilmember Larsson seconded the motion to adopt Ordinance No. 3056-15. The motion carried by the following vote:

Yes: 5 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 1 - Councilmember Meyering

Recused: 1 - Councilmember Whittum

PUBLIC COMMENTS

Deborah Marks presented a PowerPoint presentation regarding Civic Center modernization and expressed opposition to consideration of a sale, lease or public-private partnership.

Michael Goldman spoke regarding Civic Center modernization alternatives and presented a PowerPoint presentation.

PUBLIC ANNOUNCEMENTS (Continued)

Councilmember Hendricks announced an upcoming Civic Center Community Workshop.

PUBLIC HEARINGS/GENERAL BUSINESS

- 2 [14-0027](#) Design Guidelines for mixed-use projects, known as the Toolkit for Mixed-use Developments; Find that the project is exempt under CEQA pursuant to Guidelines 15060(3) and 15378(b)(5) (Study Issue)

Principal Planner Andrew Miner presented the staff report.

Public Hearing opened at 8:31p.m.

Michael Goldman expressed support for maximum setbacks.

Public Hearing closed at 8:35 p.m.

MOTION: Councilmember Hendricks moved and Councilmember Davis seconded the motion to approve an Option 4 to continue this item, to take a look at some of the comments that were made from the two letters and take a look at the setbacks.

FRIENDLY AMENDMENT: Mayor Griffith offered an amendment to, rather than continue this item, revise the motion to direct staff to bring back as an agenda item in the future to a date uncertain whenever appropriate.
Councilmember Hendricks accepted the friendly amendment.

FRIENDLY AMENDMENT: Councilmember Meyering moved to amend the motion to require that the expression of intent that reads that the goal should be to maximize height along corridors especially at intersections be removed.
Councilmember Whittum seconded the amendment.
Councilmember Hendricks accepted the motion as a friendly amendment.

AMENDMENT: Councilmember Meyering moved to amend the motion to require that the expression of intent that there are areas of the city that contain opportunities for redevelopment on underutilized sites be removed.
Motion to amend died due to lack of a second.

The motion as amended carried by the following vote:

Yes: 7 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Whittum
Councilmember Meyering
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 0

3 [15-0025](#) Review and Selection of the Murphy Park Public Art Project
Superintendent of Community Services Dan Wax presented the staff report.

Public Hearing opened at 8:53 p.m.

Michael Goldman expressed appreciation for the three proposals, the efforts at Murphy Park and the emphasis to increase art in the public arena.

Misuk Park, Chair of the Art Commission, presented the recommendation of the Art Commission in support of selection of the proposals for Scene #1 and Scene #2 by Peter Hazel and clarified the recommendation included in the report.

Peter Hazel, Artist, presented an example of the artwork and samples of the tiles.

Jeanine Stanek, speaking for the Historical Society volunteers, expressed support of inclusion of the history of Sunnyvale and California in the art piece.

Public Hearing closed at 9:28 p.m.

MOTION: Councilmember Davis moved and Councilmember Martin-Milius seconded the motion to approve Alternative 2, to select proposal #2 by Peter Hazel, along with the Art Commission's recommendation, and modified to include selection of Scene #1 (Wagon Train) and Scene #2 (Railroad Train) with the following conditions of approval: include reducing the scale of the railroad train; adding orchard imagery on the background to the right of the train; include an opportunity for Sunnyvale children to help with glazing the ceramic tiles; and make both panels of the mural a minimum of five feet tall.

The motion carried by the following vote:

Yes: 7 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Whittum
Councilmember Meyering
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 0

Council recessed at 9:34 p.m.

Council reconvened at 9:47 p.m. with all Council present.

- 4** [15-0362](#) Consideration of Potential Elections Code Section 9212 Report from City Agencies on the Effect of the Proposed Initiative Ordinance to Amend the City of Sunnyvale's Municipal Code to Require Voter Approval for any Sale, Lease, Lease Extension, Lease Renewal, Land Swap, or Transfer of Property Owned, Leased, or Used by the City as a Public Park or Community Service Amenity

City Attorney Joan Borger presented the staff report.

Public Hearing opened at 9:57 p.m.

Michael Goodman spoke regarding the intent behind the initiative petition.

Deven Kelling requested clarification of the 9212 report with regard to advocating sale, lease, and lease extension.

Peter Cirigliano requested inclusion of the fiscal impacts of the ballot measure and future ballot measures.

Daniel Bremond spoke in support of preparation of a 9212 report.

Public Hearing closed at 10:05 p.m.

MOTION: Councilmember Davis moved and Councilmember Hendricks seconded the motion to direct staff to prepare a 9212 report in regards to the pending initiative, that it cover items 1 through 7 on the staff report (below), and the report does not come back to Council until after the period of time that the petitioners have to raise the signatures.

- (1) Its fiscal impact.
- (2) Its effect on the internal consistency of the city's general and specific plans, including the housing element, the consistency between planning and zoning, and the limitations on city actions under Section 65008 of the Government Code and Chapters 4.2 (commencing with Section 65913) and 4.3 (commencing with Section 65915) of Division 1 of Title 7 of the Government Code.
- (3) Its effect on the use of land, the impact on the availability and location of housing, and the ability of the city to meet its regional housing needs.
- (4) Its impact on funding for infrastructure of all types, including, but not limited to, transportation, schools, parks, and open space. The report may also discuss whether the measure would be likely to result in increased infrastructure costs or savings, including the costs of infrastructure maintenance, to current residents and businesses.
- (5) Its impact on the community's ability to attract and retain business and employment.
- (6) Its impact on the uses of vacant parcels of land.
- (7) Its impact on agricultural lands, open space, traffic congestion, existing business districts, and developed areas designated for revitalization.

Councilmembers requested the report include the following:

- Cover what may be construed as a lease, including joint use agreements, agreements to operate a swim or tennis center, SMarT Station contract;
- Discuss whether public access is a factor in properties used for city government administration; what the ordinance means by "city government administration" and whether it regulates the ability of the public to access a particular facility, such as the Corp Yard;
- Include the extent to which the city would incur additional election costs as a result of this;
- Include the extent to which the measure would change the City's ability to acquire access to land it does not already have access to, possibly even breaking it down by usages; the City's ability to acquire land through swaps, or leases, access to open space, access to recreational facilities, and so on;
- Analyze all aspects of the initiative; address everything that is in the initiative and how that might affect our government;
- The lands the City has now; how the possible lands the City would acquire would be affected; the leasing arrangements portion of the initiative;
- In addition to City-owned property, how would it would apply to school district property owned by the school district for which the City has a joint use agreement, water district property, privately owned land, such as public open space on a project, any private property that the City might have leased;
- The effect of the phrase that says "any land owned, leased, or used by the City"

as relates to the beginning of this ordinance or anytime thereafter; address the concern that it doesn't put an ending period on that time, for instance, ten years later someone could say a parcel was once used for a public purpose, therefore the act still applies;

- Include lease modifications or sub-leases and whether that would need to return to the voters;
- Address whether it is possible to combine multiple items on a single ballot measure either in a special election or a general election;
- The potential timing of elections, if the City doesn't go to a special election for any future items, when elections typically occur and when measures could be put on the ballot;
- Include specifically the kind of trades that the City was able to do to get the Armory done;
- Include whether there might be anything that might affect the Community Choice Energy agreements;
- Include the impact of access the City has in joint agreements with Mountain View for use of the Stevens Creek Trail or other governmental agencies for which the City has easements, access or joint use agreements, or conservation agreements;
- Include the affect the initiative would have on Sunnyvale land valuations if decisions on sales are based on election timing instead of market conditions
- Potential fiscal impact on the City if potential leases or swaps likewise are determined based on election times rather than market factors;
- The effect on negotiating community benefits;
- The potential effect on daycares located in park buildings and effect on community gardens;
- Effect on City financing options such as certificates of participation or bonds, for example, would bond ratings be affected by risk and uncertainty of having to go to the voters and the delay;
- The inadequacy of the description in the initiative in terms of what land is and isn't covered, the City's ability to interpret which transactions do and do not qualify under the initiative and the extent to which the City would have to assume by default that a particular transaction would qualify rather than not.

FRIENDLY AMENDMENT: Councilmember Whittum suggested that if there is a certain date for the certified initiative to be considered, that the draft report be provided at least a week or ten days in advance.

Councilmember Davis declined to accept the friendly amendment.

AMENDMENT: Councilmember Whittum moved to amend the motion and Councilmember Meyering seconded to direct staff to make a best effort to have the

report out ten days in advance of the Council decision. The motion to amend failed by the following vote:

Yes: 2 - Councilmember Whittum
Councilmember Meyering

No: 5 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

AMENDMENT: Councilmember Meyering moved to amend the motion to indicate that no work should start on the preparation of the report until the proponents of this measure turn in signatures.

Motion died due to lack of a second.

The main motion carried by the following vote:

Yes: 5 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 2 - Councilmember Whittum
Councilmember Meyering

5 [15-0401](#) Consider Revisions to Council Policy 7.2.19: Boards and Commissions

Councilmember Hendricks provided a report.

Public Hearing opened at 10:56 p.m.

No speakers.

Public Hearing closed at 10:56

MOTION: Councilmember Meyering moved to table this item until the revisions to the bylaws are run by each one of the Sunnyvale boards and commissions and they have a public hearing and we hear what their report is.

Motion died due to lack of a second.

MOTION: Councilmember Hendricks moved and Councilmember Whittum seconded the motion to approve the recommendations of the Council subcommittee on board and commission bylaws as presented, with the following amendment of the language suggested for Section 2.H (III) Quorums on CP 7.2.19

page 11 where, instead of saying "...when the board or commission was created..." reference to the appropriate section in the bylaws, Section 2.A (I) through (VIII).

Councilmember Whittum requested that the revisions to the bylaws be brought to each of the boards and commissions as an Information item on their agenda if there is no objection from staff.

The motion carried by the following vote:

Yes: 6 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Whittum
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 1 - Councilmember Meyering

6 [15-0070](#) City Legislative Advocacy Position to Increase Disclosure
Statement Requirements for Political Advertisements

Mayor Griffith provided a report.

Public Hearing opened at 11:05 p.m.

Richard Kolber provided information in support of AB 700 and requested Council endorsement.

Devon Kelling requested information on other positions that could be endorsed and guidelines.

Public Hearing closed at 11:11 p.m.

MOTION: Councilmember Whittum moved and Councilmember Larsson seconded the motion to direct staff to establish a City Legislative Position to Increase Disclosure Statement Requirements for Political Advertisements.

FRIENDLY AMENDMENT: Mayor Griffith offered a friendly amendment to specifically support AB 700.
Councilmember Whittum accepted the friendly amendment.

The motion carried by the following vote:

Yes: 7 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Whittum
Councilmember Meyering
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 0

7 [15-0448](#) Ratification of Intergovernmental Assignment Appointment for
Councilmember Jim Davis

Assistant City Manager Robert Walker provided the staff report.

Public Hearing opened at 11:13 p.m.

No speakers.

Public Hearing closed at 11:13 p.m.

MOTION: Councilmember Hendricks moved and Councilmember Larsson seconded the motion to ratify Councilmember Jim Davis to an ongoing term on the ABAG Hazardous Waste Management Facility Allocation Committee.

The motion carried by the following vote:

Yes: 6 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Whittum
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 1 - Councilmember Meyering

COUNCILMEMBERS REPORTS ON ACTIVITIES FROM INTERGOVERNMENTAL COMMITTEE ASSIGNMENTS

Councilmember Whittum reported his attendance at a meeting of the VTA Congestion Management Program Committee.

Vice Mayor Martin-Milius reported her attendance at meetings of the EQ Policy Committee, the Stevens Creek Trail Working Team and the Water Commission. Martin-Milius reported an upcoming Water Summit and her attendance at the Holocaust Remembrance.

Councilmember Davis reported he has been selected as Vice Chair of the VTA Policy Advisory Committee. Davis reported he attended the Silicon Interoperability Committee.

Mayor Griffith reported his attendance at a meeting of the Community Choice Energy Committee.

NON-AGENDA ITEMS & COMMENTS

-Council

Vice Mayor Martin-Milius expressed appreciation for the Street Teams.

Councilmember Whittum reported he met with residents in the vicinity of Fremont and 85.

Councilmember Whittum spoke regarding sites in the vicinity of the El Camino and Wolfe intersection, and expressed comments regarding site access restrictions of remnant parcels.

Councilmember Davis suggested a study issue to ask staff to analyze what it will take to raise the minimum wage to \$15 by 2018.

Councilmember Davis reported his attendance at the Housing Trust annual fundraising event, the opening of Zanotto's Market, the Capstone Conference on Regional Prosperity, the Cities Association meeting, the Senior Center volunteer recognition event, and that he presented a proclamation to the Armenian Community commemorating the genocide that was committed in 1915.

Councilmember Meyering spoke regarding information he had requested on the property at Wolfe and Fremont Avenue and requested a copy of the contract between Sunnyvale and PlaceWorks.

MOTION: Councilmember Meyering moved and Councilmember Whittum seconded the motion to request an agenda item in the next 30 days to consider whether or not to move forward with the Environmental Impact Report, and whether or not the Notice of Preparation actually contains factually valid elements.

Mayor Griffith ruled the motion out of order as it is substantially the same motion that was already made at the previous meeting and defeated, so it can't be made again by the proponents.

APPEAL: Councilmember Whittum appealed the ruling of the Chair, seconded by

Councilmember Meyering.

Mayor Griffith called for the vote on whether or not the ruling was appropriate, with a yes vote indicating agreement with the Chair. The ruling of the Chair was sustained by the following vote:

Yes: 5 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 2 - Councilmember Whittum
Councilmember Meyering

-Council

Councilmember Larsson spoke regarding the Housing Trust fundraiser.

Councilmember Hendricks asked how soon an item will be on an agenda to discuss water.

Mayor Griffith conveyed that, aside from time-critical or budget items, coming back with water conservation is top priority.

City Manager Deanna Santana reported the water issue will be scheduled for May 12. Additionally, the Community Choice Energy presentation will be moved to June 9, and the formal action on Community Choice Energy will be rescheduled to a July date.

-City Manager

None.

INFORMATION ONLY REPORTS/ITEMS

| | |
|--------------------------------|---|
| <u>15-0041</u> | Tentative Council Meeting Agenda Calendar |
| <u>15-0214</u> | Information/Action Items |
| <u>15-0397</u> | Minimum Wage Regional Update (Information Only) |
| <u>15-0069</u> | Board/Commission Meeting Minutes |

ADJOURNMENT

Mayor Griffith closed the meeting in honor of the memory of Michelle Philips.

Mayor Griffith adjourned the meeting at 11:49 p.m.



City of Sunnyvale

Agenda Item

15-0479

Agenda Date: 5/5/2015

SUBJECT

Approve City Council Meeting Minutes of April 28, 2015

RECOMMENDATION

Approve the City Council Meeting Minutes of April 28, 2015 as submitted.



City of Sunnyvale

Meeting Minutes - Draft City Council

Tuesday, April 28, 2015

6:00 PM

West Conference Room and Council
Chambers, City Hall, 456 W. Olive Ave.,
Sunnyvale, CA 94086

Special Meeting- Closed Session-6 PM | Regular Meeting-7 PM

7 P.M. COUNCIL MEETING

CALL TO ORDER

Mayor Griffith called the meeting to order.

SALUTE TO THE FLAG

Mayor Griffith led the salute to the flag.

ROLL CALL

Present: 7 - Mayor Jim Griffith
Vice Mayor Tara Martin-Milius
Councilmember David Whittum
Councilmember Pat Meyering
Councilmember Jim Davis
Councilmember Glenn Hendricks
Councilmember Gustav Larsson

CLOSED SESSION REPORT

Vice Mayor Martin-Milius reported Council met in Closed Session held pursuant to California Government Code Section 54957.6: Conference with Labor Negotiators; there is nothing to report.

Mayor Griffith announced the meeting will be held in honor of former Sunnyvale Public Safety Officer Keith Kumada.

SPECIAL ORDER OF THE DAY

[15-0230](#)

SPECIAL ORDER OF THE DAY - Department of Public
Safety Special Awards

Mayor Griffith and Chief of Public Safety Frank Grgurina presented the Public Safety Special Awards.

[15-0318](#)SPECIAL ORDER OF THE DAY - 2015 Green Business
Certification Recipients

Mayor Griffith, Solid Waste Program Manager Mark Bowers and Commercial Recycling Coordinator Mary Lindemuth presented Certificates of Recognition to the 2015 Green Business Certification recipients.

PUBLIC ANNOUNCEMENTS

Councilmember Whittum announced the City of Sunnyvale has partnered with Silicon Valley Talent Partnership and the Sunnyvale Downtown Association to host a Small Business Ignite program.

Michael Goldman announced an upcoming event for the Sunnyvale Public Lands for Public Use ballot initiative.

David Wessel announced an upcoming meeting of the Democratic Club of Sunnyvale.

CONSENT CALENDAR

Mayor Griffith pulled Item 1.E.

Councilmember Meyering requested a No vote be recorded on Items 1.A and 1.D.

MOTION: Vice Mayor Martin-Milius moved and Councilmember Larsson seconded the motion to approve the Consent Calendar with the exception of Item 1.E., with a No vote registered for Councilmember Meyering on Items 1.A and 1.D.

Yes: 7 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Whittum
Councilmember Meyering
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 0

1.A [15-0455](#) Approve the List(s) of Claims and Bills Approved for Payment
by the City Manager

MOTION: Vice Mayor Martin-Milius moved and Councilmember Larsson seconded the motion to approve the list(s) of claims and bills. The motion carried by the following vote:

Yes: 6 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Whittum
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 1 - Councilmember Meyering

1.B [15-0360](#) Award of Bid No. PW15-01 for Hypochlorite Conversion and Continuous Recycled Water Production Facilities Project, and Finding of CEQA Categorical Exemption

1) Make a finding of CEQA categorical exemption, pursuant to Class 1, Section 15301; 2) Award a contract, in substantially the same format as Attachment 2 and in the amount of \$4,212,000 to Anderson Pacific Engineering Construction, Inc. for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met; and 3) Approve a 15% construction contingency in the amount of \$631,800.

1.C [15-0290](#) Countywide AB 939 Fee and Household Hazardous Waste Agreements for FY 2015/16 through 2017/18

Authorize the City Manager to execute both the Agency Agreement for Countywide AB 939 Fee and the Agency Agreement for Countywide Household Hazardous Waste Collection Program (with an augmentation amount of \$232,000) and continue to delegate to the City Manager the authority to approve an increase of up to 20 percent (\$46,400) in the City's augmentation amount.

1.D [15-0398](#) Appoint New Member to the NOVA Workforce Board

MOTION: Vice Mayor Martin-Milius moved and Councilmember Larsson seconded the motion to appoint Mr. Josue Garcia to the NOVA Workforce Board. The motion carried by the following vote:

Yes: 6 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Whittum
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 1 - Councilmember Meyering

1.E [15-0049](#) Approve 2015 Board and Commission Master Work Plans

Mayor Griffith provided information for consideration regarding discussion items on the BPAC and Sustainability Commission work plans. Mayor Griffith outlined the following items on the BPAC work plan had not been added per staff or Council direction:

May 21: Discussion – Buffered Bike Lane Standards

May 21: Discussion – Public Safety Department working with bicycle community

September 17: Discussion – State of Bicycling and Walking in Sunnyvale report

July 16: Discussion – Bollards/Chicanes on Off-Street Paths

October 15: Discussion - Program to reduce cyclist/pedestrian/motor vehicle crashes

Mayor Griffith outlined the following items on the Sustainability Commission work plan that had not been added per staff or Council direction:

June: Discussion Item: Energy (CA Building Code)

July: Discussion Item: Leading Edge Sustainability Practices of Other Communities

September: Discussion Item: EcoDistrict Protocol

September: Discussion Item: Water

December: Energy (Building Code and Development)

Public Hearing opened at 12:21 a.m.

No speakers.

Public Hearing closed at 12:21 a.m.

MOTION: Councilmember Hendricks moved and Councilmember Davis seconded the motion to approve the 2015 Boards and Commissions master work plans as submitted, with the caveat that the five BPAC items and the five Sustainability Commission items identified by the Mayor are not approved.

Councilmember Hendricks clarified that the motion is to approve the master work plans but make no decision on the 10 items and let the Chairs come talk to Council and offer their opinion.

FRIENDLY AMENDMENT: Mayor Griffith offered a friendly amendment to send a message to the boards and commissions that the discussions are appropriate in the context of their already scheduled study issues hearings if they feel that's more appropriate.

Councilmember Hendricks declined to accept the friendly amendment.

SUBSTITUTE MOTION: Councilmember Whittum moved a substitute motion to move the item to the next meeting to hear from the chairs.

Councilmember Whittum restated the substitute motion to approve all of the work plans except BPAC and Sustainability and put the BPAC and Sustainability Commission work plans on the next Consent Calendar.
Substitute motion died due to lack of a second.

The main motion carried by the following vote:

Yes: 5 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 1 - Councilmember Whittum

Absent: 1 - Councilmember Meyering

PUBLIC COMMENTS

Caroline and Jimmy Nell spoke in support of an ordinance that would allow keeping goats in backyards.

Michael Goldman provided comments on the civic center forum and provided a PowerPoint presentation.

Barry Boole spoke in opposition to consideration of a pedestrian access from Mathilda to Duane and recommended a crosswalk over Borregas and stop signs.

David Wessel spoke regarding the need for affordable housing.

Yasmin Tyebjee expressed disappointment regarding loss of privacy due to the LinkedIn buildings and the letter and \$500 offer received from Kilroy.

Ann Davis, member of Sunnyvale Residents Preserving and Enhancing Quality Neighborhoods, inquired about a contact number to report watering violations and expressed the need for a policy change regarding rules for planting City trees to allow tenants to plant trees. Davis also spoke in agreement with the previous speaker's comments regarding the letter from Kilroy.

Dwight Davis, member of Sunnyvale Residents Preserving and Enhancing Quality Neighborhoods, spoke regarding the letter from Kilroy pertaining to 505 Mathilda.

PUBLIC HEARINGS/GENERAL BUSINESS

- 2** [15-0103](#) Conduct Protest Hearing and Adopt a Resolution of the City of Sunnyvale to Levy an Annual Assessment for the Downtown Sunnyvale Business Improvement District

Councilmember Whittum reported his home is within 500 feet of the Business District, recused himself and left the room.

Economic Development Manager Connie Verceles presented the staff report.

Public Hearing opened at 8:24 p.m.

No speakers.

Public Hearing closed at 8:24 p.m.

MOTION: Councilmember Hendricks moved and Vice Mayor Martin-Milius seconded the motion to approve Alternative 1: Adopt the Resolution to Levy an Annual Assessment for the Downtown Sunnyvale Business Improvement District. The motion carried by the following vote:

Yes: 6 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Meyering
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 0

Recused: 1 - Councilmember Whittum

Following action on this item, Councilmember Whittum returned to the room and took his seat at the dais.

- 3** [14-0034](#) Biological Constraints and Opportunities Analysis for the Sunnyvale Landfill and Baylands Park and Protecting Burrowing Owl Habitat on City Facilities (Study Issue)

Assistant Director of Public Works Craig Mobeck presented the staff report. Superintendent of Parks and Golf Scott Morton provided additional information.

Public Hearing opened at 8:45 p.m.

John Cordes spoke in support of Alternatives 2 and 3.

Shani Kleinhaus, Santa Clara Valley Audubon Society, spoke in support of Alternatives 2 and 3.

Public Hearing closed at 8:49 p.m.

MOTION: Councilmember Davis moved and Councilmember Hendricks seconded the motion to approve Alternatives 1, 2 and 3: 1) Direct staff to work with Animal Assisted Happiness if they choose to provide a proposal for locating their facilities at Baylands and the County is amenable to considering this type of use at the park; 2) Direct staff to submit a proposed project in the Capital Program for constructing low impact park enhancements (shade structures, benches, water fountains, trail connections etc.) and planting native perennials in various locations at the Landfill, including installing additional artificial burrows at both the Landfill and Baylands preserve and providing other habitat enhancements for owls at the Landfill; and 3) Direct staff to incorporate into the operating budget additional costs, estimated to be \$10,000 for Baylands and \$25,000 for the Landfill, related to enhancement and management of habitat.

AMENDMENT: Councilmember Larsson moved to amend the motion and Vice Mayor Martin-Milius seconded to drop Alternative 1 from the motion.

The motion to amend failed by the following vote:

Yes: 3 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Larsson

No: 4 - Councilmember Whittum
Councilmember Meyering
Councilmember Davis
Councilmember Hendricks

AMENDMENT: Councilmember Meyering moved to amend the motion and Councilmember Whittum seconded to include with Alternative 1 direction to staff to work with Animal Assisted Happiness to consider locating their facilities at Baylands Park and/or the Sunnyvale Civic Center complex.
Mayor Griffith ruled the motion out of order as a violation of the Brown Act.

The main motion carried by the following vote:

- Yes:** 5 - Councilmember Whittum
Councilmember Meyering
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson
- No:** 2 - Mayor Griffith
Vice Mayor Martin-Milius

Council recessed at 9:25 p.m.

Council reconvened at 9:35 p.m. with all Councilmembers present.

- 4** [14-0030](#) Peery Park Specific Plan - Draft Project Description, Draft Vision, Guiding Principles, Goals and Policies and Conceptual Policy Framework Diagrams and Maps

Councilmember Meyering recused himself and left the room.

Community Development Director Hanson Hom provided the staff report. Director of Public Works Manuel Pineda provided additional information.

Public Hearing opened at 10:16 p.m.

Dave King requested rejection of the suggestion to remove left turn lanes on Mathilda and expressed concerns regarding over-narrowing of lanes.

Caroline Yacoub, County Council, Santa Clara County Green Party, expressed disappointment with moving ahead with the plan and spoke regarding the need for more affordable housing.

Brett Leon, Standard Pacific Homes, spoke in support of Alternative 1.

Dwight Davis expressed concerns regarding potential noise and traffic if there is a break in the wall at Duane and Pine, encouraged requirement for shades on timers in the windows of tall buildings, and stated the east side of Mathilda between Maude and San Aleso should have the same setback and notification standards as Peery Park.

Jim Quaderer spoke regarding a change in television reception in the neighborhood and provided a PowerPoint presentation.

John Cordes, SNAIL neighborhood, stated an opportunity is being missed to put in more green space and parking, expressed support for adding more housing, raising TDM requirements, more open space to include natural habitat and a controlled gate between San Aleso and Ferndale. Cordes spoke in opposition to parking along Pastoria and in support of more retail and restaurants along Mathilda.

Shani Klienhaus, Santa Clara Valley Audubon Society, spoke in support of adding habitat enhancements for birds and butterflies to the guiding principles, wider setbacks and not allowing in-lieu payments, and submitted written materials.

Carlene Matchniff, Irvine Company, spoke in support of a transportation management association (TMA) and stated the company's commitment to a TMA in Peery Park and willingness to initiate a TMA study and invest \$100,000 in up-front costs to determine the services to be provided by a TMA, the valuation of alternative governance options, budget needs, staffing requirements, mandatory participation requirements, monitory programs, articles of incorporation, bylaws and timing and phasing of implementation.

Ann Davis spoke regarding the break in the wall and expressed concerns regarding privacy and noise. Davis requested the addition of a sound wall instead of a break in the wall, shades through the transition, no signage to be seen in the neighborhood, make Maude between Mathilda and Fair Oaks more bicycle and pedestrian-friendly.

Ann Davis read a statement by Glenda Orteiz-Galan expressing concerns regarding the proposed pedestrian walkway through the neighborhood and the height per floor of buildings.

Mariany Ramli expressed concerns regarding the opening in the wall citing safety concerns.

Don Breitbarth expressed concerns regarding traffic, transportation and the TV reception issue and spoke in agreement with the comments made regarding the opening in the wall. Breitbarth spoke regarding a perceived conflict of interest of the Mayor.

Public Hearing closed at 10:55 p.m.

MOTION: Councilmember Larsson moved and Vice Mayor Martin-Milius seconded the motion to approve Alternative 1: Recommend that Council direct staff to

prepare the draft Specific Plan and draft EIR based on the draft project description (Attachment 2) and conceptual policy framework (Attachments 3 and 4); and add that the Sustainability Commission review the sustainability policies in the plan; direct staff to come back with a plan for additional outreach to the SNAIL neighborhood regarding issues such as opening up the wall and the level of shading required.

FRIENDLY AMENDMENT: Councilmember Whittum offered a friendly amendment to include consideration of a boulevard-like sidewalk standard on Mathilda which might be wider.

Councilmember Larsson accepted the friendly amendment.

FRIENDLY AMENDMENT: Councilmember Whittum offered a friendly amendment to include consideration of a preference for neighborhood serving commercial on Mathilda.

Councilmember Larsson declined to accept the friendly amendment.

FRIENDLY AMENDMENT: Councilmember Whittum offered a friendly amendment to include tightened requirements regarding the aesthetics of glare, signage and shades in residential areas.

Councilmember Larsson stated staff has heard those comments and he expects those items to be part of the outreach to the SNAIL neighborhood.

FRIENDLY AMENDMENT: Councilmember Whittum offered a friendly amendment that the concept include eventual completion of bike lanes from Sunnyvale Avenue to Mathilda.

Councilmember Larsson declined to accept the friendly amendment.

AMENDMENT: Councilmember Whittum moved to amend the motion to provide more specifics on the plan for transportation and transit supporting this concept. Motion died due to lack of a second.

FRIENDLY AMENDMENT: Mayor Griffith offered a friendly amendment regarding Guideline 8: Respect Nearby Neighborhoods to change the word "respect" to "protect."

Councilmember Larsson accepted the friendly amendment.

The motion carried by the following vote:

Yes: 5 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 1 - Councilmember Whittum

Recused: 1 - Councilmember Meyering

MOTION: Councilmember Whittum moved and Councilmember Hendricks seconded the motion to proceed with the remaining items on the agenda. The motion carried by the following vote:

Yes: 6 - Mayor Griffith
Vice Mayor Martin-Milius
Councilmember Whittum
Councilmember Davis
Councilmember Hendricks
Councilmember Larsson

No: 0

Absent: 1 - Councilmember Meyering

COUNCILMEMBERS REPORTS ON ACTIVITIES FROM INTERGOVERNMENTAL COMMITTEE ASSIGNMENTS

Councilmember Whittum reported his attendance at a meeting El Camino Real Bus Rapid Transit Policy Advisory Committee. Whittum suggested it would be worthwhile for the Council to convene to look at the legal aspects of CEQA compliance for VTA for this project.

Vice Mayor Martin-Milius reported her attendance at the Civic Center core team meeting, the Civic Center workshop and an ABAG meeting.

Councilmember Davis reported his attendance at a meeting of the Caltrain Modernization Committee.

NON-AGENDA ITEMS & COMMENTS

-Council

Councilmember Whittum reported his attendance at the last Financial Sustainability Committee for Santa Clara Unified School District. Whittum expressed appreciation

to staff and Parks and Recreation Commissioner Henry Alexander for setting up a neighborhood meeting regarding traffic.

-City Manager

None.

INFORMATION ONLY REPORTS/ITEMS

- | | |
|--------------------------------|--|
| <u>15-0188</u> | Tentative Council Meeting Agenda Calendar |
| <u>15-0281</u> | Study Session Summary of April 7, 2015 - Sidewalk Repair Program Modifications |
| <u>15-0375</u> | Information/Action Items |

ADJOURNMENT

Councilmember Davis closed the meeting in honor of former Sunnyvale Public Safety Officer Keith Kumada and held a moment of silence.

Mayor Griffith adjourned the meeting at 12:35 a.m.



City of Sunnyvale

Agenda Item

15-0474

Agenda Date: 5/5/2015

REPORT TO COUNCIL

SUBJECT

Approve the List(s) of Claims and Bills Approved for Payment by the City Manager

BACKGROUND

Pursuant to Sunnyvale Charter Section 802(6), the City Manager has approved for payment claims and bills on the following list(s); and checks have been issued.

| <u>List No.</u> | <u>Date</u> | <u>Total Disbursements</u> |
|-----------------|---------------------------|----------------------------|
| 761 | 04/19/15 through 04/25/15 | \$5,086,984.54 |

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

RECOMMENDATION

Approve the list(s) of claims and bills.

Prepared by: Pete Gonda, Purchasing Officer
Reviewed by: Grace K. Leung, Director of Finance
Reviewed by: Robert A. Walker, Assistant City Manager
Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. List(s) of Claims and Bills Approved for Payment

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|--|--------------------|--|-----------------------|-----------------------|--------------------|----------------------|
| 100268035 | 4/22/15 | A T & T | MAR2015 | Utilities - Telephone | 62.21 | 0.00 | 62.21 | \$62.21 |
| 100268036 | 4/22/15 | AT&T | 04/11-05/10/15 | Comm Equip Maintain & Repair - Labor 1 | 721.01 | 0.00 | 721.01 | \$721.01 |
| 100268037 | 4/22/15 | ADAMSON POLICE PRODUCTS | INV171200 | Ammunition | 4,458.75 | 0.00 | 4,458.75 | \$4,458.75 |
| 100268038 | 4/22/15 | ADOBE ANIMAL HOSPITAL | 409 | Canine Program Expenditures | 2,257.75 | 0.00 | 2,257.75 | \$2,841.25 |
| | | | 546572 | Canine Program Expenditures | 583.50 | 0.00 | 583.50 | |
| 100268039 | 4/22/15 | ADVANCE DESIGN CONSULTANTS INC | 1430911-02 | Consultants | 8,760.64 | 0.00 | 8,760.64 | \$8,760.64 |
| 100268040 | 4/22/15 | ALPINE AWARDS INC | 289123 | Clothing, Uniforms & Access | 620.69 | 0.00 | 620.69 | \$620.69 |
| 100268041 | 4/22/15 | APPLEONE EMPLOYMENT SERVICES | 01-3608335 | Contracts/Service Agreements | 2,383.20 | 0.00 | 2,383.20 | \$4,996.20 |
| | | | 01-3616101 | Contracts/Service Agreements | 2,613.00 | 0.00 | 2,613.00 | |
| 100268042 | 4/22/15 | ARROWHEAD MOUNTAIN SPRING WATER | 15D0023249071 | General Supplies | 39.23 | 0.00 | 39.23 | \$235.37 |
| | | | 15D0023360647 | General Supplies | 5.43 | 0.00 | 5.43 | |
| | | | 15D0023956113 | Food Products | 24.23 | 0.00 | 24.23 | |
| | | | 15D0024199309 | Miscellaneous Services | 39.23 | 0.00 | 39.23 | |
| | | | 15D0025819772 | General Supplies | 6.51 | 0.00 | 6.51 | |
| | | | 15D5740132005 | Miscellaneous Services | 21.51 | 0.00 | 21.51 | |
| | | | 15D5740146005 | Miscellaneous Services | 99.23 | 0.00 | 99.23 | |
| 100268043 | 4/22/15 | BKF ENGINEERS | 15030423 | Engineering Services | 1,479.30 | 0.00 | 1,479.30 | \$1,479.30 |
| 100268044 | 4/22/15 | BMI | 8784992 | Miscellaneous Services | 1,206.00 | 0.00 | 1,206.00 | \$1,206.00 |
| 100268045 | 4/22/15 | BASCOM TRIM & UPHOLSTERY | 165556 | Auto Maint & Repair - Labor | 297.50 | 0.00 | 297.50 | \$362.75 |
| | | | 165556 | Auto Maint & Repair - Materials | 65.25 | 0.00 | 65.25 | |
| 100268046 | 4/22/15 | BAUER COMPRESSORS INC | 0000195655 | Safety Equipment Maintenance & Repair | 1,455.00 | 0.00 | 1,455.00 | \$1,455.00 |
| 100268047 | 4/22/15 | BOUND TREE MEDICAL LLC | 81754822 | Supplies, First Aid | 53.06 | 0.00 | 53.06 | \$53.06 |
| 100268048 | 4/22/15 | C CRUZ SUB-SURFACE LOCATORS INC | 19670 | Services Maintain Land Improv | 300.00 | 0.00 | 300.00 | \$300.00 |
| 100268049 | 4/22/15 | CSG CONSULTANTS INC | 029568 | Miscellaneous Services | 9,843.75 | 0.00 | 9,843.75 | \$9,843.75 |
| 100268050 | 4/22/15 | CALIFORNIA PRODUCT STEWARDSHIP COUNCIL | 005-SV | General Supplies | 2,231.36 | 0.00 | 2,231.36 | \$2,231.36 |
| 100268051 | 4/22/15 | CALTEST ANALYTICAL LABORATORY | 540656 | Water Lab Services | 995.00 | 0.00 | 995.00 | \$995.00 |
| 100268052 | 4/22/15 | CALTRONICS BUSINESS SYSTEMS | 1759403 | Equipment Rental/Lease | 10,942.41 | 0.00 | 10,942.41 | \$10,942.41 |
| 100268053 | 4/22/15 | CELLEBRITE USA INC | 153128 | Software Licensing & Support | 3,098.99 | 0.00 | 3,098.99 | \$3,098.99 |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount | Taken | Amount Paid | Payment Total |
|--------------------|---------------------|--|--------------------|---|-----------------------|-----------------|--------------|--------------------|----------------------|
| 100268054 | 4/22/15 | CENTURY GRAPHICS | 41303 | Clothing, Uniforms & Access | 139.26 | 0.00 | | 139.26 | \$139.26 |
| 100268055 | 4/22/15 | CLEANSOURCE INC | 1620927-01 | Inventory Purchase | 339.30 | 0.00 | | 339.30 | \$3,508.60 |
| | | | 1623616-00 | Inventory Purchase | 3,169.30 | 0.00 | | 3,169.30 | |
| 100268056 | 4/22/15 | COAST PERSONNEL SERVICES INC | 239184 | Contracts/Service Agreements | 1,152.00 | 0.00 | | 1,152.00 | \$3,769.38 |
| | | | 239234 | Contracts/Service Agreements | 730.98 | 0.00 | | 730.98 | |
| | | | 239284 | Contracts/Service Agreements | 943.20 | 0.00 | | 943.20 | |
| | | | 239381 | Contracts/Service Agreements | 943.20 | 0.00 | | 943.20 | |
| 100268057 | 4/22/15 | COASTAL TRACTOR | IV67022 | Parts, Vehicles & Motor Equip | 23.73 | 0.00 | | 23.73 | \$23.73 |
| 100268058 | 4/22/15 | CONSOLIDATED PARTS INC | 5023879 | Electrical Parts & Supplies | 107.66 | 0.00 | | 107.66 | \$107.66 |
| 100268059 | 4/22/15 | CONTRACTOR COMPLIANCE & MONITORING INC | 5600 | Consultants | 750.00 | 0.00 | | 750.00 | \$750.00 |
| 100268060 | 4/22/15 | CORIX WATER PRODUCTS (US) INC | 17513009293 | Inventory Purchase | 1,048.46 | 9.64 | | 1,038.82 | \$4,021.32 |
| | | | 17513009294 | Inventory Purchase | 3,010.18 | 27.68 | | 2,982.50 | |
| 100268061 | 4/22/15 | CU SOLUTIONS INC | 0281 | Miscellaneous Services | 2,569.00 | 0.00 | | 2,569.00 | \$2,569.00 |
| 100268062 | 4/22/15 | CUBE SOLUTIONS | 16704 | Occupational Health and Safety Services | 333.64 | 0.00 | | 333.64 | \$333.64 |
| 100268063 | 4/22/15 | DA LUBRICANT CO INC | 2015-08558-00 | Fuel, Oil & Lubricants | 119.03 | 0.00 | | 119.03 | \$2,259.72 |
| | | | 2015-09194-00 | Fuel, Oil & Lubricants | 2,140.69 | 0.00 | | 2,140.69 | |
| 100268064 | 4/22/15 | DEBRA CHROMCZAK | 25 | Services Maintain Land Improv | 990.00 | 0.00 | | 990.00 | \$990.00 |
| 100268065 | 4/22/15 | DELL MARKETING LP | XJNP2CW94 | Audio Visual Products | 625.42 | 0.00 | | 625.42 | \$7,310.95 |
| | | | XJNP9FJ8 | Audio Visual Products | 6,685.53 | 0.00 | | 6,685.53 | |
| 100268066 | 4/22/15 | DEPARTMENT OF JUSTICE | 094718 | Software As a Service | 1,876.98 | 0.00 | | 1,876.98 | \$1,876.98 |
| 100268067 | 4/22/15 | DISCOUNT SCHOOL SUPPLY | W22204590102 | Furniture | 2,225.41 | 0.00 | | 2,225.41 | \$2,225.41 |
| 100268068 | 4/22/15 | DOWNEY BRAND LLP | 480789 | Legal Services | 560.00 | 0.00 | | 560.00 | \$560.00 |
| 100268069 | 4/22/15 | DU-ALL SAFETY | 16796 | Occupational Health and Safety Services | 2,968.75 | 0.00 | | 2,968.75 | \$3,593.75 |
| | | | 16797 | Occupational Health and Safety Services | 625.00 | 0.00 | | 625.00 | |
| 100268070 | 4/22/15 | EMPIRE SAFETY & SUPPLY | 0071269-IN | Inventory Purchase | 618.57 | 0.00 | | 618.57 | \$618.57 |
| 100268071 | 4/22/15 | ENTISYS SOLUTIONS INC | 118532 | Software Licensing & Support | 30,856.88 | 0.00 | | 30,856.88 | \$30,856.88 |
| 100268072 | 4/22/15 | FAST RESPONSE ON-SITE TESTING INC | 11651 | Medical Services | 2,200.00 | 0.00 | | 2,200.00 | \$13,225.00 |
| | | | 11651 | Contracts/Service Agreements | 3,480.00 | 0.00 | | 3,480.00 | |
| | | | 11658 | Occupational Health and Safety Services | 1,815.00 | 0.00 | | 1,815.00 | |
| | | | 11658 | Contracts/Service Agreements | 3,090.00 | 0.00 | | 3,090.00 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|-------------|--------------|--|---------------|--|----------------|----------------|-------------|-------------------|
| | | | 11660 | Medical Services | 990.00 | 0.00 | 990.00 | |
| | | | 11660 | Contracts/Service Agreements | 1,650.00 | 0.00 | 1,650.00 | |
| 100268073 | 4/22/15 | FEDERAL EXPRESS CORP | 2-938-65566 | Mailing & Delivery Services | 13.55 | 0.00 | 13.55 | \$65.91 |
| | | | 2-996-28955 | Mailing & Delivery Services | 23.41 | 0.00 | 23.41 | |
| | | | 2-997-01889 | Services Maintain Land Improv | 28.95 | 0.00 | 28.95 | |
| 100268074 | 4/22/15 | FERGUSON ENTERPRISES INC | 1075658 | Inventory Purchase | 936.57 | 8.61 | 927.96 | \$925.78 |
| | | | CM089868 | Inventory Purchase | -2.18 | 0.00 | -2.18 | |
| 100268075 | 4/22/15 | FISHER SCIENTIFIC CO LLC | 3266456 | General Supplies | 128.76 | 0.00 | 128.76 | \$1,718.33 |
| | | | 3360941 | General Supplies | 133.75 | 0.00 | 133.75 | |
| | | | 3412411 | General Supplies | 209.46 | 0.00 | 209.46 | |
| | | | 3412412 | General Supplies | 161.10 | 0.00 | 161.10 | |
| | | | 3466896 | General Supplies | 334.50 | 0.00 | 334.50 | |
| | | | 3618858 | General Supplies | 750.76 | 0.00 | 750.76 | |
| 100268076 | 4/22/15 | FRONTIER ANALYTICAL LABORATORY | 17489 | Water Lab Services | 850.00 | 0.00 | 850.00 | \$850.00 |
| 100268077 | 4/22/15 | GALE/CENGAGE LEARNING | 54937987 | Library Acquisitions, Books | 195.69 | 0.00 | 195.69 | \$195.69 |
| 100268078 | 4/22/15 | GEORGE HILLS CO INC | INV1008891 | Liability Claims Adjustor | 4,291.10 | 0.00 | 4,291.10 | \$4,291.10 |
| 100268079 | 4/22/15 | GOLDEN GATE TRUCK CENTER | F005644310:01 | Parts, Vehicles & Motor Equip | 112.33 | 0.00 | 112.33 | \$112.33 |
| 100268080 | 4/22/15 | GOODYEAR COMMERCIAL TIRE & SERVICE CTR | 189-1086966 | Parts, Vehicles & Motor Equip | 264.63 | 0.00 | 264.63 | \$440.65 |
| | | | 189-1086980 | Parts, Vehicles & Motor Equip | 176.02 | 0.00 | 176.02 | |
| 100268081 | 4/22/15 | GRAINGER | 9625408753 | Miscellaneous Equipment | 847.59 | 0.00 | 847.59 | \$1,853.23 |
| | | | 9701430812 | Miscellaneous Equipment | 1,005.64 | 0.00 | 1,005.64 | |
| 100268082 | 4/22/15 | HACH CO INC | 9289725 | General Supplies | 132.74 | 0.00 | 132.74 | \$132.74 |
| 100268083 | 4/22/15 | HYDROSCIENCE ENGINEERS INC | 262010015 | Engineering Services | 3,450.00 | 0.00 | 3,450.00 | \$3,450.00 |
| 100268084 | 4/22/15 | IDEXX DISTRIBUTION GROUP | 287121083 | General Supplies | 404.53 | 0.00 | 404.53 | \$850.73 |
| | | | 287341312 | General Supplies | 446.20 | 0.00 | 446.20 | |
| 100268085 | 4/22/15 | IMPERIAL SPRINKLER SUPPLY | 2246908-00 | Materials - Land Improve | 79.42 | 0.00 | 79.42 | \$79.42 |
| 100268086 | 4/22/15 | INFRASTRUCTURE ENGINEERING CORP | 8182 | Engineering Services | 9,125.79 | 0.00 | 9,125.79 | \$9,125.79 |
| 100268087 | 4/22/15 | JONES & MAYER | 71944 | Legal Services | 868.09 | 0.00 | 868.09 | \$868.09 |
| 100268088 | 4/22/15 | KENNETH R BRUCE | 002 | Rec Instructors/Officials | 1,400.00 | 0.00 | 1,400.00 | \$1,400.00 |
| 100268089 | 4/22/15 | LAW FOUNDATION OF SILICON VALLEY | 2 | Contracts/Service Agreements | 7,225.28 | 0.00 | 7,225.28 | \$7,225.28 |
| 100268090 | 4/22/15 | LAWSON PRODUCTS INC | 9303193456 | Miscellaneous Equipment Parts & Supplies | 802.56 | 0.00 | 802.56 | \$802.56 |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|-------------------------------------|--------------------|--|-----------------------|-----------------------|--------------------|----------------------|
| 100268091 | 4/22/15 | LOZANO SUNNYVALE CAR WASH | 007 | Auto Maint & Repair - Labor | 855.00 | 0.00 | 855.00 | \$855.00 |
| 100268092 | 4/22/15 | MSI FUEL MANAGEMENT INC | 3680 | Auto Maint & Repair - Labor | 570.00 | 0.00 | 570.00 | \$1,965.42 |
| | | | 3681 | Parts, Vehicles & Motor Equip | 1,395.42 | 0.00 | 1,395.42 | |
| 100268093 | 4/22/15 | MCMASTER CARR SUPPLY CO | 27167182 | Miscellaneous Equipment Parts & Supplies | 29.09 | 0.00 | 29.09 | \$1,310.90 |
| | | | 27167183 | Miscellaneous Equipment Parts & Supplies | 235.63 | 0.00 | 235.63 | |
| | | | 27167184 | Miscellaneous Equipment Parts & Supplies | 348.30 | 0.00 | 348.30 | |
| | | | 27186671 | Miscellaneous Equipment Parts & Supplies | 240.56 | 0.00 | 240.56 | |
| | | | 27655287 | Miscellaneous Equipment Parts & Supplies | 457.32 | 0.00 | 457.32 | |
| 100268094 | 4/22/15 | MELROSE METAL PRODUCTS INC | 13391 | Miscellaneous Equipment Parts & Supplies | 1,114.69 | 0.00 | 1,114.69 | \$1,114.69 |
| 100268095 | 4/22/15 | MIDWEST TAPE | 92731073 | Library Acquis, Audio/Visual | 1,556.89 | 0.00 | 1,556.89 | \$1,556.89 |
| 100268096 | 4/22/15 | MORRISONS SCHOOL SUPPLY | 36494-0 | General Supplies | 31.81 | 0.00 | 31.81 | \$31.81 |
| 100268097 | 4/22/15 | MUSSON THEATRICAL INC | 00393105 | Miscellaneous Equipment | 47.85 | 0.00 | 47.85 | \$47.85 |
| 100268098 | 4/22/15 | MY FIRST ART CLASS | 089 | Rec Instructors/Officials | 870.00 | 0.00 | 870.00 | \$870.00 |
| 100268099 | 4/22/15 | NAPA AUTO PARTS | 166681 | Parts, Vehicles & Motor Equip | -65.25 | 0.00 | -65.25 | \$270.22 |
| | | | 168516 | Parts, Vehicles & Motor Equip | 11.71 | 0.00 | 11.71 | |
| | | | 168566 | Parts, Vehicles & Motor Equip | 106.61 | 0.00 | 106.61 | |
| | | | 168670 | Parts, Vehicles & Motor Equip | 122.78 | 0.00 | 122.78 | |
| | | | 168766 | Parts, Vehicles & Motor Equip | 9.50 | 0.00 | 9.50 | |
| | | | 168786 | Parts, Vehicles & Motor Equip | 4.16 | 0.00 | 4.16 | |
| | | | 168787 | Parts, Vehicles & Motor Equip | 6.44 | 0.00 | 6.44 | |
| | | | 168911 | Parts, Vehicles & Motor Equip | 52.74 | 0.00 | 52.74 | |
| | | | 169860 | Parts, Vehicles & Motor Equip | 21.53 | 0.00 | 21.53 | |
| 100268100 | 4/22/15 | NBS | 31500065 | Financial Services | 1,892.50 | 0.00 | 1,892.50 | \$1,892.50 |
| 100268101 | 4/22/15 | NEXLEVEL INFORMATION TECHNOLOGY INC | 20150333 | Computer Software | 15,352.50 | 0.00 | 15,352.50 | \$15,352.50 |
| 100268102 | 4/22/15 | NORTH STATE ENVIRONMENTAL | 046472 | HazMat Disposal - Hazardous Waste Disposal | 815.25 | 0.00 | 815.25 | \$815.25 |
| 100268103 | 4/22/15 | OMEGA ENGRAVING | 025436 | General Supplies | 106.50 | 0.00 | 106.50 | \$106.50 |
| 100268104 | 4/22/15 | ON ASSIGNMENT LAB SUPPORT | LAB550050942 | Salaries - Contract Personnel | 1,659.06 | 0.00 | 1,659.06 | \$11,428.10 |
| | | | LAB550050943 | Salaries - Contract Personnel | 1,701.60 | 0.00 | 1,701.60 | |
| | | | LAB550051561 | Salaries - Contract Personnel | 1,380.00 | 0.00 | 1,380.00 | |
| | | | LAB550052118 | Salaries - Contract Personnel | 504.00 | 0.00 | 504.00 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|---------------------------------------|--------------------|-------------------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | LAB550052119 | Salaries - Contract Personnel | 700.88 | 0.00 | 700.88 | |
| | | | LAB550053012 | Salaries - Contract Personnel | 1,701.60 | 0.00 | 1,701.60 | |
| | | | LAB550053642 | Salaries - Contract Personnel | 1,380.00 | 0.00 | 1,380.00 | |
| | | | LAB550055162 | Salaries - Contract Personnel | 1,020.96 | 0.00 | 1,020.96 | |
| | | | LAB550055709 | Salaries - Contract Personnel | 1,380.00 | 0.00 | 1,380.00 | |
| 100268105 | 4/22/15 | OVERDRIVE INC | 0910-107530 | Library Periodicals/Databases | 373.99 | 0.00 | 373.99 | \$373.99 |
| 100268106 | 4/22/15 | PACIFIC JANITORIAL SUPPLY CO | 3029733 | Inventory Purchase | 148.77 | 0.00 | 148.77 | \$148.77 |
| 100268107 | 4/22/15 | PERKINELMER HEALTH SCIENCES | 5303386151 | General Supplies | 687.81 | 0.00 | 687.81 | \$687.81 |
| 100268108 | 4/22/15 | PINE CONE LUMBER CO INC | 584578 | Miscellaneous Equipment | 65.20 | 0.00 | 65.20 | \$686.19 |
| | | | 585553 | Inventory Purchase | 627.26 | 6.27 | 620.99 | |
| 100268109 | 4/22/15 | PLAY-WELL TEKNOLOGIES | DB6866 | Rec Instructors/Officials | 3,000.00 | 0.00 | 3,000.00 | \$3,000.00 |
| 100268110 | 4/22/15 | POLYDYNE INC | 956683 | Chemicals | 39,516.80 | 0.00 | 39,516.80 | \$39,516.80 |
| 100268111 | 4/22/15 | QUALITY TRAFFIC DATA LLC | 2015135 | Consultants | 1,695.00 | 0.00 | 1,695.00 | \$1,695.00 |
| 100268112 | 4/22/15 | RANKIN STOCK HEABERLIN | 32594 | Legal Services | 509.00 | 0.00 | 509.00 | \$12,777.74 |
| | | | 32595 | Legal Services | 12,268.74 | 0.00 | 12,268.74 | |
| 100268113 | 4/22/15 | REUSABLE SOLUTIONS GROUP BAGITO | 1254 | Advertising Services | 1,120.22 | 0.00 | 1,120.22 | \$1,120.22 |
| 100268114 | 4/22/15 | ROYAL BRASS INC | 757726-001 | Parts, Vehicles & Motor Equip | 42.92 | 0.00 | 42.92 | \$42.92 |
| 100268115 | 4/22/15 | ROYAL COACH TOURS INC | 4344 | Travel Related Services | 1,229.45 | 0.00 | 1,229.45 | \$1,229.45 |
| 100268116 | 4/22/15 | SAFEWAY INC | 720578-041615 | General Supplies | 105.00 | 0.00 | 105.00 | \$580.30 |
| | | | 720578-041615 | Special Events | 24.94 | 0.00 | 24.94 | |
| | | | 728872-041115 | Food Products | 19.35 | 0.00 | 19.35 | |
| | | | 800256-041515 | Special Events | 148.44 | 0.00 | 148.44 | |
| | | | 800765-041615 | Food Products | 260.61 | 0.00 | 260.61 | |
| | | | 804813-040615 | Food Products | 21.96 | 0.00 | 21.96 | |
| 100268117 | 4/22/15 | SAN DIEGO POLICE EQUIPMENT CO | 617084 | Ammunition | 4,674.02 | 0.00 | 4,674.02 | \$4,674.02 |
| 100268118 | 4/22/15 | SANDERSON SAFETY SUPPLY CO | 8084566-05 | Inventory Purchase | 26.64 | 0.25 | 26.39 | \$487.03 |
| | | | 8084566-06 | Inventory Purchase | 121.69 | 1.12 | 120.57 | |
| | | | 8084566-07 | Inventory Purchase | 120.06 | 1.10 | 118.96 | |
| | | | 8084755-01 | Inventory Purchase | 223.16 | 2.05 | 221.11 | |
| 100268119 | 4/22/15 | SANTA CLARA COUNTY MENTAL HEALTH DEPT | TBRACY14/15-1 | Contracts/Service Agreements | 3,075.12 | 0.00 | 3,075.12 | \$99,445.82 |

List of All Claims and Bills Approved for Payment

For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|-------------|--------------|--|----------------|--|----------------|----------------|-------------|--------------------|
| | | | TBRACTY14/15-1 | Outside Group Funding | 43,930.42 | 0.00 | 43,930.42 | |
| | | | TBRACTY14/15-2 | Contracts/Service Agreements | 3,433.61 | 0.00 | 3,433.61 | |
| | | | TBRACTY14/15-2 | Outside Group Funding | 49,006.67 | 0.00 | 49,006.67 | |
| 100268120 | 4/22/15 | SANTA CLARA VLY TRANSPORTATION AUTHORITY | 1800017536 | Engineering Services | 10,909.69 | 0.00 | 10,909.69 | \$10,909.69 |
| 100268121 | 4/22/15 | SIERRA CHEMICAL CO | SLS10019264 | Chemicals | 3,924.09 | 0.00 | 3,924.09 | \$6,540.15 |
| | | | SLS10019534 | Chemicals | 2,616.06 | 0.00 | 2,616.06 | |
| 100268122 | 4/22/15 | SILICON VALLEY COMMUNITY NEWSPAPERS | 0005417455 | Advertising Services | 299.50 | 0.00 | 299.50 | \$845.84 |
| | | | 5370380-031315 | Advertising Services | 399.34 | 0.00 | 399.34 | |
| | | | 5417869-030615 | Advertising Services | 373.00 | 0.00 | 373.00 | |
| | | | 5417869-032015 | Advertising Services | 373.00 | 0.00 | 373.00 | |
| | | | C49738 | Advertising Services | -599.00 | 0.00 | -599.00 | |
| 100268123 | 4/22/15 | SILICON VALLEY LEADERSHIP | FY14/15 QTR3 | Outside Group Funding | 1,500.00 | 0.00 | 1,500.00 | \$1,500.00 |
| 100268124 | 4/22/15 | SMART & FINAL INC | 159275-041615 | Food Products | 224.90 | 0.00 | 224.90 | \$237.25 |
| | | | 159275-041615 | General Supplies | 12.35 | 0.00 | 12.35 | |
| 100268125 | 4/22/15 | SOIL & PLANT LABORATORY INC | 052724 | Water Lab Services | 252.00 | 0.00 | 252.00 | \$252.00 |
| 100268126 | 4/22/15 | STATCOMM INC | 100341-R | Facilities Maint & Repair - Labor | 818.56 | 0.00 | 818.56 | \$1,248.06 |
| | | | 100341-R | Facilities Maint & Repair - Materials | 429.50 | 0.00 | 429.50 | |
| 100268127 | 4/22/15 | STATE WATER RESOURCES CONTROL BOARD | LW-1000602 | Taxes & Licenses - Misc | 4,558.08 | 0.00 | 4,558.08 | \$4,558.08 |
| 100268128 | 4/22/15 | STUDIO EM GRAPHIC DESIGN | 15625 | Advertising Services | 108.75 | 0.00 | 108.75 | \$1,223.44 |
| | | | 15637 | Graphics Services | 81.56 | 0.00 | 81.56 | |
| | | | 15638 | Advertising Services | 815.63 | 0.00 | 815.63 | |
| | | | 15644 | Graphics Services | 217.50 | 0.00 | 217.50 | |
| 100268129 | 4/22/15 | SUNNYVALE FORD | 438438 | Parts, Vehicles & Motor Equip | 130.58 | 0.00 | 130.58 | \$632.58 |
| | | | 438624 | Parts, Vehicles & Motor Equip | 82.70 | 0.00 | 82.70 | |
| | | | 439413 | Parts, Vehicles & Motor Equip | 362.49 | 0.00 | 362.49 | |
| | | | 439621 | Parts, Vehicles & Motor Equip | 56.81 | 0.00 | 56.81 | |
| 100268130 | 4/22/15 | SUNNYVALE WINDUSTRIAL CO INC | 640574 00 | Miscellaneous Equipment Parts & Supplies | 411.21 | 0.00 | 411.21 | \$1,041.63 |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|---------------------------------|--------------------|--|-----------------------|-----------------------|--------------------|----------------------|
| | | | 641104 00 | Miscellaneous Equipment Parts & Supplies | 411.21 | 0.00 | 411.21 | |
| | | | 641309 00 | Materials - Land Improve | 38.56 | 0.00 | 38.56 | |
| | | | 641809 00 | Water Backflow Valves | 180.65 | 0.00 | 180.65 | |
| 100268131 | 4/22/15 | TRICOR AMERICA INC | M617516 | Contracts/Service Agreements | 660.00 | 0.00 | 660.00 | \$660.00 |
| 100268132 | 4/22/15 | TURF & INDUSTRIAL EQUIPMENT CO | UI15053 | Vehicles & Motorized Equip | 3,310.34 | 0.00 | 3,310.34 | \$3,310.34 |
| 100268133 | 4/22/15 | USA BLUEBOOK | 607635 | Miscellaneous Equipment Parts & Supplies | 656.44 | 0.00 | 656.44 | \$870.11 |
| | | | 614929 | General Supplies | 213.67 | 0.00 | 213.67 | |
| 100268134 | 4/22/15 | UNITED RENTALS | 126990963-001 | Equipment Rental/Lease | 2,438.90 | 0.00 | 2,438.90 | \$2,438.90 |
| 100268135 | 4/22/15 | UNITED SITE SERVICES INC | 114-2826595 | Equipment Rental/Lease | 95.39 | 0.00 | 95.39 | \$486.43 |
| | | | 114-2826596 | Equipment Rental/Lease | 159.25 | 0.00 | 159.25 | |
| | | | 114-2827891 | Equipment Rental/Lease | 231.79 | 0.00 | 231.79 | |
| 100268136 | 4/22/15 | UNIVAR USA INC | SJ675615 | Chemicals | 2,947.23 | 0.00 | 2,947.23 | \$8,687.35 |
| | | | SJ676989 | Chemicals | 2,871.95 | 0.00 | 2,871.95 | |
| | | | SJ678599 | Chemicals | 2,868.17 | 0.00 | 2,868.17 | |
| 100268137 | 4/22/15 | UNIVERSAL SITE SERVICES INC | INV150005963 | Services Maintain Land Improv | 2,000.00 | 0.00 | 2,000.00 | \$2,000.00 |
| 100268138 | 4/22/15 | VWR INTERNATIONAL LLC | 8040876882 | General Supplies | 164.98 | 0.00 | 164.98 | \$860.76 |
| | | | 8040889339 | General Supplies | 146.91 | 0.00 | 146.91 | |
| | | | 8040899001 | General Supplies | 241.06 | 0.00 | 241.06 | |
| | | | 8040918258 | General Supplies | 198.91 | 0.00 | 198.91 | |
| | | | 8040947036 | General Supplies | 108.90 | 0.00 | 108.90 | |
| 100268139 | 4/22/15 | VALLEY OIL CO | 29505 | Fuel, Oil & Lubricants | 1,034.80 | 0.00 | 1,034.80 | \$1,034.80 |
| 100268140 | 4/22/15 | VERIZON WIRELESS | INV8575876 | Communication Equipment | 17.50 | 0.00 | 17.50 | \$35.00 |
| | | | INV8575877 | Communication Equipment | 17.50 | 0.00 | 17.50 | |
| 100268141 | 4/22/15 | VIASYN | 25221 | Utilities - Electric | 2,750.00 | 0.00 | 2,750.00 | \$2,750.00 |
| 100268142 | 4/22/15 | VISTA ANALYTICAL LABORATORY INC | 38705-REV | Water Lab Services | 975.00 | 0.00 | 975.00 | \$975.00 |
| 100268143 | 4/22/15 | WHCI PLUMBING SUPPLY | S2006765.001 | Bldg Maint Matls & Supplies | 237.40 | 0.00 | 237.40 | \$237.40 |
| 100268144 | 4/22/15 | WITMER TYSON IMPORTS INC | T10879 | Canine Program Expenditures | 510.88 | 0.00 | 510.88 | \$510.88 |
| 100268145 | 4/22/15 | ADRIANNE ARON | 041515-16 | Miscellaneous Services | 34.94 | 0.00 | 34.94 | \$34.94 |
| 100268146 | 4/22/15 | ANNE MARIE BONNEAU | APR/25/2015 | Special Events | 300.00 | 0.00 | 300.00 | \$300.00 |
| 100268147 | 4/22/15 | ARTHUR CAREY | 041515-10 | Miscellaneous Services | 34.94 | 0.00 | 34.94 | \$34.94 |
| 100268148 | 4/22/15 | BEN BLACK | 041515-19 | Consultants | 500.00 | 0.00 | 500.00 | \$500.00 |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|---------------------------|--------------------|------------------------|-----------------------|-----------------------|--------------------|----------------------|
| 100268149 | 4/22/15 | CARSON BEKER | 041515-14 | Miscellaneous Services | 34.94 | 0.00 | 34.94 | \$34.94 |
| 100268150 | 4/22/15 | EDITH ALGREN | 041515-01 | Miscellaneous Services | 34.94 | 0.00 | 34.94 | \$34.94 |
| 100268151 | 4/22/15 | LIANNE CARD | 041515-02 | Miscellaneous Services | 34.94 | 0.00 | 34.94 | \$34.94 |
| 100268152 | 4/22/15 | PACIFIC GAS & ELECTRIC CO | 05225890200315 | Utilities - Gas | 335.54 | 0.00 | 335.54 | \$186,787.83 |
| | | | 05225892760315 | Utilities - Electric | 2,579.17 | 0.00 | 2,579.17 | |
| | | | 06075133000315 | Utilities - Electric | 11.42 | 0.00 | 11.42 | |
| | | | 11059220090315 | Utilities - Electric | 3,762.71 | 0.00 | 3,762.71 | |
| | | | 11059220250315 | Utilities - Gas | 1,518.25 | 0.00 | 1,518.25 | |
| | | | 11059220400315 | Utilities - Gas | 301.30 | 0.00 | 301.30 | |
| | | | 11059220450315 | Utilities - Gas | 1,204.37 | 0.00 | 1,204.37 | |
| | | | 11059220500315 | Utilities - Gas | 37.96 | 0.00 | 37.96 | |
| | | | 11059220550315 | Utilities - Electric | 609.11 | 0.00 | 609.11 | |
| | | | 11059220600315 | Utilities - Gas | 4,090.27 | 0.00 | 4,090.27 | |
| | | | 11059220750315 | Utilities - Gas | 1,002.63 | 0.00 | 1,002.63 | |
| | | | 11059220810315 | Utilities - Electric | 369.24 | 0.00 | 369.24 | |
| | | | 11059220900315 | Utilities - Gas | 68.19 | 0.00 | 68.19 | |
| | | | 11059221020315 | Utilities - Electric | 247.31 | 0.00 | 247.31 | |
| | | | 11059221050315 | Utilities - Gas | 46.37 | 0.00 | 46.37 | |
| | | | 11059221060315 | Utilities - Electric | 952.91 | 0.00 | 952.91 | |
| | | | 11059221080315 | Utilities - Electric | 580.56 | 0.00 | 580.56 | |
| | | | 11059221150315 | Utilities - Gas | 74.71 | 0.00 | 74.71 | |
| | | | 11059221180315 | Utilities - Electric | 7,350.99 | 0.00 | 7,350.99 | |
| | | | 11059221250315 | Utilities - Gas | 66.58 | 0.00 | 66.58 | |
| | | | 11059221350315 | Utilities - Gas | 38.42 | 0.00 | 38.42 | |
| | | | 11059221400315 | Utilities - Gas | 1,562.69 | 0.00 | 1,562.69 | |
| | | | 11059221600315 | Utilities - Gas | 68.71 | 0.00 | 68.71 | |
| | | | 11059221700315 | Utilities - Gas | 172.27 | 0.00 | 172.27 | |
| | | | 11059221730315 | Utilities - Electric | 1,620.06 | 0.00 | 1,620.06 | |
| | | | 11059221850315 | Utilities - Gas | 8.39 | 0.00 | 8.39 | |
| | | | 11059221930315 | Utilities - Electric | 12,070.30 | 0.00 | 12,070.30 | |
| | | | 11059221980315 | Utilities - Electric | 456.84 | 0.00 | 456.84 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|------------------------|-------------------------|--------------------|--------------------|----------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | 11059222630315 | Utilities - Electric | 1,020.49 | 0.00 | 1,020.49 | |
| | | | 11059222720315 | Utilities - Electric | 660.62 | 0.00 | 660.62 | |
| | | | 11059224060315 | Utilities - Electric | 10,622.04 | 0.00 | 10,622.04 | |
| | | | 11059224270315 | Utilities - Electric | 10.18 | 0.00 | 10.18 | |
| | | | 11059225290315 | Utilities - Electric | 595.04 | 0.00 | 595.04 | |
| | | | 11059225650315 | Utilities - Gas | 1,546.58 | 0.00 | 1,546.58 | |
| | | | 11059226380315 | Utilities - Electric | 6,695.14 | 0.00 | 6,695.14 | |
| | | | 11059227030315 | Utilities - Electric | 465.04 | 0.00 | 465.04 | |
| | | | 11059227230315 | Utilities - Electric | 4,174.53 | 0.00 | 4,174.53 | |
| | | | 11059227790315 | Utilities - Electric | 95.80 | 0.00 | 95.80 | |
| | | | 11059228050315 | Utilities - Electric | 7,057.45 | 0.00 | 7,057.45 | |
| | | | 11059228580315 | Utilities - Electric | 10,683.44 | 0.00 | 10,683.44 | |
| | | | 12847684120315 | Utilities - Electric | 10.95 | 0.00 | 10.95 | |
| | | | 14823837850315 | Utilities - Electric | 54.12 | 0.00 | 54.12 | |
| | | | 18068041900315 | Utilities - Electric | 107.66 | 0.00 | 107.66 | |
| | | | 19867842520315 | Utilities - Electric | 44.14 | 0.00 | 44.14 | |
| | | | 22868920920315 | Utilities - Electric | 113.22 | 0.00 | 113.22 | |
| | | | 32725920070315 | Utilities - Electric | 13.02 | 0.00 | 13.02 | |
| | | | 32725920350315 | Utilities - Gas | 8.38 | 0.00 | 8.38 | |
| | | | 32725920630315 | Utilities - Electric | 434.76 | 0.00 | 434.76 | |
| | | | 32725921320315 | Utilities - Electric | 123.61 | 0.00 | 123.61 | |
| | | | 32725921480315 | Utilities - Electric | 87.78 | 0.00 | 87.78 | |
| | | | 32725921490315 | Utilities - Electric | 10.83 | 0.00 | 10.83 | |
| | | | 32725921600315 | Utilities - Gas | 44.32 | 0.00 | 44.32 | |
| | | | 32725921800315 | Utilities - Electric | 16.40 | 0.00 | 16.40 | |
| | | | 32725921980315 | Utilities - Electric | 568.34 | 0.00 | 568.34 | |
| | | | 32725922050315 | Utilities - Electric | 28.15 | 0.00 | 28.15 | |
| | | | 32725922090315 | Utilities - Electric | 1,700.50 | 0.00 | 1,700.50 | |
| | | | 32725922410315 | Utilities - Electric | 831.72 | 0.00 | 831.72 | |
| | | | 32725922520315 | Utilities - Electric | 350.58 | 0.00 | 350.58 | |
| | | | 32725923330315 | Utilities - Gas | 73.93 | 0.00 | 73.93 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|------------------------|-------------------------|--------------------|--------------------|----------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | 32725923350315 | Utilities - Electric | 113.39 | 0.00 | 113.39 | |
| | | | 32725923400315 | Utilities - Electric | 25.53 | 0.00 | 25.53 | |
| | | | 32725923710315 | Utilities - Electric | 11.22 | 0.00 | 11.22 | |
| | | | 32725923770315 | Utilities - Electric | 134.75 | 0.00 | 134.75 | |
| | | | 32725924170315 | Utilities - Electric | 46.69 | 0.00 | 46.69 | |
| | | | 32725924970315 | Utilities - Electric | 14.98 | 0.00 | 14.98 | |
| | | | 32725925000315 | Utilities - Electric | 568.44 | 0.00 | 568.44 | |
| | | | 32725925230315 | Utilities - Electric | 208.79 | 0.00 | 208.79 | |
| | | | 32725925370315 | Utilities - Electric | 156.19 | 0.00 | 156.19 | |
| | | | 32725925630315 | Utilities - Electric | 287.97 | 0.00 | 287.97 | |
| | | | 32725925890315 | Utilities - Electric | 804.89 | 0.00 | 804.89 | |
| | | | 32725925920315 | Utilities - Electric | 355.74 | 0.00 | 355.74 | |
| | | | 32725926210315 | Utilities - Electric | 191.34 | 0.00 | 191.34 | |
| | | | 32725926440315 | Utilities - Electric | 871.57 | 0.00 | 871.57 | |
| | | | 32725926470315 | Utilities - Electric | 763.54 | 0.00 | 763.54 | |
| | | | 32725926950315 | Utilities - Electric | 26.39 | 0.00 | 26.39 | |
| | | | 32725927040315 | Utilities - Electric | 11.36 | 0.00 | 11.36 | |
| | | | 32725927340315 | Utilities - Electric | 365.35 | 0.00 | 365.35 | |
| | | | 32725927360315 | Utilities - Electric | 22.18 | 0.00 | 22.18 | |
| | | | 32725927380315 | Utilities - Electric | 92.11 | 0.00 | 92.11 | |
| | | | 32725927400315 | Utilities - Electric | 77.02 | 0.00 | 77.02 | |
| | | | 32725927510315 | Utilities - Electric | 492.98 | 0.00 | 492.98 | |
| | | | 32725928250315 | Utilities - Electric | 16.96 | 0.00 | 16.96 | |
| | | | 32725928590315 | Utilities - Electric | 187.44 | 0.00 | 187.44 | |
| | | | 32725929220315 | Utilities - Electric | 420.79 | 0.00 | 420.79 | |
| | | | 32725929280315 | Utilities - Electric | 32.18 | 0.00 | 32.18 | |
| | | | 32725929750315 | Utilities - Electric | 97.79 | 0.00 | 97.79 | |
| | | | 38257235830315 | Utilities - Electric | 9.72 | 0.00 | 9.72 | |
| | | | 39509111000315 | Utilities - Electric | 51.12 | 0.00 | 51.12 | |
| | | | 43142590150315 | Utilities - Gas | 7.85 | 0.00 | 7.85 | |
| | | | 43142590250315 | Utilities - Gas | 1,287.78 | 0.00 | 1,287.78 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|------------------------|-------------------------|--------------------|--------------------|----------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | 43142590300315 | Utilities - Gas | 48.28 | 0.00 | 48.28 | |
| | | | 43142597200315 | Utilities - Electric | 895.17 | 0.00 | 895.17 | |
| | | | 43142597640315 | Utilities - Electric | 1,340.95 | 0.00 | 1,340.95 | |
| | | | 48131400740315 | Utilities - Electric | 9.70 | 0.00 | 9.70 | |
| | | | 52896844240315 | Utilities - Gas | 343.42 | 0.00 | 343.42 | |
| | | | 52896847890315 | Utilities - Electric | 735.39 | 0.00 | 735.39 | |
| | | | 56892570120315 | Utilities - Electric | 11.80 | 0.00 | 11.80 | |
| | | | 56892570470315 | Utilities - Electric | 11.05 | 0.00 | 11.05 | |
| | | | 56892570610315 | Utilities - Electric | 12.39 | 0.00 | 12.39 | |
| | | | 56892570850315 | Utilities - Electric | 9.20 | 0.00 | 9.20 | |
| | | | 56892571500315 | Utilities - Electric | 10.16 | 0.00 | 10.16 | |
| | | | 56892572230315 | Utilities - Electric | 9.53 | 0.00 | 9.53 | |
| | | | 56892573210315 | Utilities - Electric | 11.36 | 0.00 | 11.36 | |
| | | | 56892573280315 | Utilities - Electric | 9.53 | 0.00 | 9.53 | |
| | | | 56892573340315 | Utilities - Electric | 10.56 | 0.00 | 10.56 | |
| | | | 56892573450315 | Utilities - Electric | 9.53 | 0.00 | 9.53 | |
| | | | 56892574540315 | Utilities - Electric | 11.12 | 0.00 | 11.12 | |
| | | | 56892574610315 | Utilities - Electric | 11.34 | 0.00 | 11.34 | |
| | | | 56892574690315 | Utilities - Electric | 11.18 | 0.00 | 11.18 | |
| | | | 56892574720315 | Utilities - Electric | 11.03 | 0.00 | 11.03 | |
| | | | 56892574930315 | Utilities - Electric | 10.97 | 0.00 | 10.97 | |
| | | | 56892575240315 | Utilities - Electric | 11.07 | 0.00 | 11.07 | |
| | | | 56892575250315 | Utilities - Electric | 11.32 | 0.00 | 11.32 | |
| | | | 56892575560315 | Utilities - Electric | 11.37 | 0.00 | 11.37 | |
| | | | 56892575840315 | Utilities - Electric | 12.44 | 0.00 | 12.44 | |
| | | | 56892576280315 | Utilities - Electric | 11.17 | 0.00 | 11.17 | |
| | | | 56892576480315 | Utilities - Electric | 11.66 | 0.00 | 11.66 | |
| | | | 56892576590315 | Utilities - Electric | 9.53 | 0.00 | 9.53 | |
| | | | 56892576690315 | Utilities - Electric | 11.25 | 0.00 | 11.25 | |
| | | | 56892577220315 | Utilities - Electric | 11.08 | 0.00 | 11.08 | |
| | | | 56892577390315 | Utilities - Electric | 11.44 | 0.00 | 11.44 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|------------------------|-------------------------|--------------------|--------------------|----------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | 56892578180315 | Utilities - Electric | 9.97 | 0.00 | 9.97 | |
| | | | 56892578670315 | Utilities - Electric | 10.96 | 0.00 | 10.96 | |
| | | | 56892578890315 | Utilities - Electric | 11.03 | 0.00 | 11.03 | |
| | | | 56892579010315 | Utilities - Electric | 9.53 | 0.00 | 9.53 | |
| | | | 56892579640315 | Utilities - Electric | 11.13 | 0.00 | 11.13 | |
| | | | 56892579810315 | Utilities - Electric | 11.09 | 0.00 | 11.09 | |
| | | | 60225900040315 | Utilities - Electric | 50,036.26 | 0.00 | 50,036.26 | |
| | | | 60225900080315 | Utilities - Electric | 8,206.47 | 0.00 | 8,206.47 | |
| | | | 60225900140315 | Utilities - Electric | 38.13 | 0.00 | 38.13 | |
| | | | 60225900150315 | Utilities - Electric | 20.40 | 0.00 | 20.40 | |
| | | | 60225900160315 | Utilities - Electric | 14.09 | 0.00 | 14.09 | |
| | | | 60225900170315 | Utilities - Electric | 10.95 | 0.00 | 10.95 | |
| | | | 60225900220315 | Utilities - Electric | 805.99 | 0.00 | 805.99 | |
| | | | 60225900260315 | Utilities - Electric | 42.21 | 0.00 | 42.21 | |
| | | | 60225900450315 | Utilities - Electric | 182.35 | 0.00 | 182.35 | |
| | | | 60225900550315 | Utilities - Electric | 511.94 | 0.00 | 511.94 | |
| | | | 60225900760315 | Utilities - Electric | 1,791.24 | 0.00 | 1,791.24 | |
| | | | 60225901000315 | Utilities - Electric | 10.19 | 0.00 | 10.19 | |
| | | | 60225901010315 | Utilities - Electric | 82.09 | 0.00 | 82.09 | |
| | | | 60225901100315 | Utilities - Gas | 208.09 | 0.00 | 208.09 | |
| | | | 60225901310315 | Utilities - Electric | 12.13 | 0.00 | 12.13 | |
| | | | 60225901610315 | Utilities - Electric | 5,187.55 | 0.00 | 5,187.55 | |
| | | | 60225901980315 | Utilities - Electric | 75.47 | 0.00 | 75.47 | |
| | | | 60225902290315 | Utilities - Electric | 24.05 | 0.00 | 24.05 | |
| | | | 60225902530315 | Utilities - Electric | 1,405.83 | 0.00 | 1,405.83 | |
| | | | 60225902640315 | Utilities - Electric | 50.10 | 0.00 | 50.10 | |
| | | | 60225902900315 | Utilities - Electric | 340.90 | 0.00 | 340.90 | |
| | | | 60225902950315 | Utilities - Electric | 19.35 | 0.00 | 19.35 | |
| | | | 60225903550315 | Utilities - Electric | 198.14 | 0.00 | 198.14 | |
| | | | 60225904170315 | Utilities - Electric | 12.66 | 0.00 | 12.66 | |
| | | | 60225904240315 | Utilities - Electric | 9.82 | 0.00 | 9.82 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|------------------------|-------------------------|--------------------|--------------------|----------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | 60225904580315 | Utilities - Electric | 96.68 | 0.00 | 96.68 | |
| | | | 60225905100315 | Utilities - Electric | 4.58 | 0.00 | 4.58 | |
| | | | 60225905410315 | Utilities - Electric | 25.37 | 0.00 | 25.37 | |
| | | | 60225905570315 | Utilities - Electric | 96.37 | 0.00 | 96.37 | |
| | | | 60225905580315 | Utilities - Electric | 12.53 | 0.00 | 12.53 | |
| | | | 60225905590315 | Utilities - Electric | 12.53 | 0.00 | 12.53 | |
| | | | 60225905600315 | Utilities - Electric | 6,773.34 | 0.00 | 6,773.34 | |
| | | | 60225906210315 | Utilities - Electric | 4.58 | 0.00 | 4.58 | |
| | | | 60225906510315 | Utilities - Electric | 1,162.22 | 0.00 | 1,162.22 | |
| | | | 60225906590315 | Utilities - Electric | 127.67 | 0.00 | 127.67 | |
| | | | 60225906600315 | Utilities - Electric | 83.36 | 0.00 | 83.36 | |
| | | | 60225906780315 | Utilities - Electric | 1,384.81 | 0.00 | 1,384.81 | |
| | | | 60225907690315 | Utilities - Electric | 171.85 | 0.00 | 171.85 | |
| | | | 60225907730315 | Utilities - Electric | 18.76 | 0.00 | 18.76 | |
| | | | 60225908170315 | Utilities - Electric | 22.47 | 0.00 | 22.47 | |
| | | | 60225908580315 | Utilities - Electric | 56.53 | 0.00 | 56.53 | |
| | | | 60225908610315 | Utilities - Electric | 27.88 | 0.00 | 27.88 | |
| | | | 60225908940315 | Utilities - Electric | 42.81 | 0.00 | 42.81 | |
| | | | 60225909050315 | Utilities - Electric | 14.00 | 0.00 | 14.00 | |
| | | | 60225909410315 | Utilities - Electric | 102.60 | 0.00 | 102.60 | |
| | | | 60225909720315 | Utilities - Electric | 10.99 | 0.00 | 10.99 | |
| | | | 60225909830315 | Utilities - Electric | 94.35 | 0.00 | 94.35 | |
| | | | 61266000050315 | Utilities - Gas | 2,270.68 | 0.00 | 2,270.68 | |
| | | | 63004478110315 | Utilities - Electric | 63.81 | 0.00 | 63.81 | |
| | | | 66172622090315 | Utilities - Electric | 73.24 | 0.00 | 73.24 | |
| | | | 81008625370315 | Utilities - Electric | 154.71 | 0.00 | 154.71 | |
| | | | 91475900450315 | Utilities - Gas | 58.22 | 0.00 | 58.22 | |
| | | | 91475903190315 | Utilities - Electric | 78.76 | 0.00 | 78.76 | |
| | | | 91475904100315 | Utilities - Electric | 594.93 | 0.00 | 594.93 | |
| | | | 91475904310315 | Utilities - Electric | 330.04 | 0.00 | 330.04 | |
| | | | 91475907050315 | Utilities - Electric | 156.19 | 0.00 | 156.19 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|---|--------------------|---------------------------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | 91475907470315 | Utilities - Electric | 778.13 | 0.00 | 778.13 | |
| | | | 91475908690315 | Utilities - Electric | 322.69 | 0.00 | 322.69 | |
| | | | 91475909640315 | Utilities - Electric | 577.16 | 0.00 | 577.16 | |
| | | | 91475909790315 | Utilities - Electric | 766.81 | 0.00 | 766.81 | |
| 100268167 | 4/22/15 | RICHARD HEINZ | 041515-13 | Miscellaneous Services | 34.94 | 0.00 | 34.94 | \$34.94 |
| 100268168 | 4/22/15 | SHEILA SCOBBA BANNING | 041515-09 | General Supplies | 34.94 | 0.00 | 34.94 | \$34.94 |
| 100268169 | 4/22/15 | SHU-HSIEN HO | 041515-15 | Miscellaneous Services | 34.94 | 0.00 | 34.94 | \$34.94 |
| 100268170 | 4/22/15 | ULLAS GARGI | 041515-11 | Miscellaneous Services | 34.94 | 0.00 | 34.94 | \$34.94 |
| 100268171 | 4/22/15 | YANGSZE CHOO | 041515-18 | Consultants | 250.00 | 0.00 | 250.00 | \$250.00 |
| 100268172 | 4/22/15 | ANGELES AGUILAR | 269302 | Refund Recreation Fees | 70.00 | 0.00 | 70.00 | \$70.00 |
| 100268173 | 4/22/15 | EDWARD CULLEN | 2014-8044 | Minor Permit Application Fees - Other | 409.00 | 0.00 | 409.00 | \$427.00 |
| | | | 2014-8044 | Technology Surcharge | 18.00 | 0.00 | 18.00 | |
| 100268174 | 4/22/15 | ESTATE OF LEON CHRISMAN | 35661-22368 | Refund Utility Account Credit | 135.00 | 0.00 | 135.00 | \$135.00 |
| 100268175 | 4/22/15 | LAWRENCE STATION LLC | CK#1321 | Miscellaneous Payment | 1,392.53 | 0.00 | 1,392.53 | \$1,392.53 |
| 100268176 | 4/22/15 | MALLIKA DASGUPTA | 178658 | Lib - Lost & Damaged Circulation | 12.99 | 0.00 | 12.99 | \$12.99 |
| 100268177 | 4/22/15 | PAUL ELY | 269299 | Refund Recreation Fees | 20.00 | 0.00 | 20.00 | \$20.00 |
| 100268178 | 4/22/15 | STEVE KOELZER | 169563-30786 | Refund Utility Account Credit | 230.00 | 0.00 | 230.00 | \$230.00 |
| 100268179 | 4/22/15 | SURBHI PAUL | 269239 | Refund Recreation Fees | 481.55 | 0.00 | 481.55 | \$481.55 |
| 100268180 | 4/24/15 | A T & T | MAR2015-LCS | Utilities - Telephone | 99.95 | 0.00 | 99.95 | \$99.95 |
| 100268181 | 4/24/15 | AT&T | 000006472132 | Utilities - Telephone | 17,589.81 | 0.00 | 17,589.81 | \$17,589.81 |
| 100268182 | 4/24/15 | AIR LIQUIDE AMERICA SPECIALTY GASES LLC | 59621619 | Inventory Purchase | 156.19 | 0.00 | 156.19 | \$156.19 |
| 100268183 | 4/24/15 | AIRGAS USA LLC | 9035415521 | Chemicals | 211.06 | 0.00 | 211.06 | \$685.65 |
| | | | 9035788870 | General Supplies | 237.30 | 0.00 | 237.30 | |
| | | | 9037729310 | General Supplies | 237.29 | 0.00 | 237.29 | |
| 100268184 | 4/24/15 | ALPINE AWARDS INC | 289135 | Clothing, Uniforms & Access | 1,151.03 | 0.00 | 1,151.03 | \$1,151.03 |
| 100268185 | 4/24/15 | AMFASOFT CORP | AHMEDALAWI-01 | DED Services/Training - Training | 3,712.50 | 0.00 | 3,712.50 | \$6,660.00 |
| | | | OLENAKRYT-01 | DED Services/Training - Training | 2,947.50 | 0.00 | 2,947.50 | |
| 100268186 | 4/24/15 | ANDERSON PACIFIC ENGINEERING | AIRFLOAT1+4# | Construction Services | -1.05 | 0.00 | -1.05 | \$103,682.66 |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|--|--------------------|--|-----------------------|-----------------------|--------------------|----------------------|
| | | | AIRFLOAT1+4# | Construction Project Contract Retainage | 103,683.71 | 0.00 | 103,683.71 | |
| | | | R | | | | | |
| 100268187 | 4/24/15 | AREA TRUCK DRIVING SCHOOL | 7239 | DED Services/Training - Training | 559.50 | 0.00 | 559.50 | \$559.50 |
| 100268188 | 4/24/15 | BKF ENGINEERS | 15030419 | Consultants | 5,177.60 | 0.00 | 5,177.60 | \$5,177.60 |
| 100268189 | 4/24/15 | BAKER & TAYLOR | 4011186588 | Library Acquisitions, Books | 332.68 | 0.00 | 332.68 | \$349.71 |
| | | | 4011186588 | Library Materials Preprocessing | 17.03 | 0.00 | 17.03 | |
| 100268190 | 4/24/15 | BAY AREA TRENCHLESS | APRIL/14/2015 | Construction Services | 5,500.00 | 0.00 | 5,500.00 | \$5,500.00 |
| 100268191 | 4/24/15 | BROWNELLS INC | 11088419.00 | General Supplies | 1,149.94 | 0.00 | 1,149.94 | \$1,149.94 |
| 100268192 | 4/24/15 | CSAC EXCESS INSURANCE AUTHORITY | APRIL2015 | Insurances - Life/AD&D Insurance | 23,187.14 | 0.00 | 23,187.14 | \$41,444.73 |
| | | | APRIL2015 | Insurances - Long Term Disability | 18,257.59 | 0.00 | 18,257.59 | |
| 100268193 | 4/24/15 | CALIFORNIA DEPARTMENT OF TRANSPORTATION | 15006540 | Utilities - Electric | 1,997.37 | 0.00 | 1,997.37 | \$12,007.40 |
| | | | 15006552 | Utilities - Electric | 3,229.20 | 0.00 | 3,229.20 | |
| | | | SL150716 | Utilities - Electric | 6,780.83 | 0.00 | 6,780.83 | |
| 100268194 | 4/24/15 | CALIFORNIA SPORTS CENTER | CSC0420 | Rec Instructors/Officials | 7,833.60 | 0.00 | 7,833.60 | \$7,833.60 |
| 100268195 | 4/24/15 | CALTEST ANALYTICAL LABORATORY | 540951 | Water Lab Services | 1,674.00 | 0.00 | 1,674.00 | \$1,674.00 |
| 100268196 | 4/24/15 | CENTRAL COMPUTER | 4261215 | Electrical Parts & Supplies | 209.83 | 0.00 | 209.83 | \$209.83 |
| 100268197 | 4/24/15 | CITY OF FOSTER CITY | 9018 | Software Licensing & Support | 2,000.00 | 0.00 | 2,000.00 | \$2,000.00 |
| 100268198 | 4/24/15 | COASTAL TRACTOR | IV66852 | Parts, Vehicles & Motor Equip | 104.13 | 0.00 | 104.13 | \$104.13 |
| 100268199 | 4/24/15 | CORIX WATER PRODUCTS (US) INC | 17513009523 | Inventory Purchase | 57.58 | 0.53 | 57.05 | \$57.05 |
| 100268200 | 4/24/15 | D & M TRAFFIC SERVICES INC | 42751 | Inventory Purchase | 1,349.24 | 0.00 | 1,349.24 | \$1,349.24 |
| 100268201 | 4/24/15 | DEBRA CHROMCZAK | 24 | Consultants | 292.50 | 0.00 | 292.50 | \$292.50 |
| 100268202 | 4/24/15 | FIRST PLACE INC | 82460 | Customized Products | 108.70 | 0.00 | 108.70 | \$108.70 |
| 100268203 | 4/24/15 | FRANK A OLSEN CO INC | 232751 | Water/Wastewater Treat Equip | 1,488.38 | 0.00 | 1,488.38 | \$4,515.75 |
| | | | 232811 | Miscellaneous Equipment Parts & Supplies | 3,027.37 | 0.00 | 3,027.37 | |
| 100268204 | 4/24/15 | FRIENDS OF VISION LITERACY | 1 | Outside Group Funding | 4,802.00 | 0.00 | 4,802.00 | \$4,802.00 |
| 100268205 | 4/24/15 | GRM INFORMATION MANAGEMENT SERVICES | 0066298 | Records Related Services | 1,700.80 | 0.00 | 1,700.80 | \$1,700.80 |
| 100268206 | 4/24/15 | GETINGE USA INC | 2140998 | Misc Equip Maint & Repair - Labor | 1,324.50 | 0.00 | 1,324.50 | \$2,824.95 |
| | | | 3156964 | Misc Equip Maint & Repair - Materials | 1,500.45 | 0.00 | 1,500.45 | |
| 100268207 | 4/24/15 | GOLDEN GATE PETROLEUM | 656967 | Inventory Purchase | 5,376.08 | 0.00 | 5,376.08 | \$8,073.60 |
| | | | 656968 | Inventory Purchase | 562.01 | 0.00 | 562.01 | |
| | | | 657296 | Inventory Purchase | 2,135.51 | 0.00 | 2,135.51 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|--|--------------------|--|-----------------------|-----------------------|--------------------|----------------------|
| 100268208 | 4/24/15 | GOODYEAR COMMERCIAL TIRE & SERVICE CTR | 189-1087069 | Auto Maint & Repair - Labor | 140.00 | 0.00 | 140.00 | \$431.81 |
| | | | 189-1087070 | Auto Maint & Repair - Labor | 175.00 | 0.00 | 175.00 | |
| | | | 189-1087070 | Auto Maint & Repair - Materials | 46.81 | 0.00 | 46.81 | |
| | | | 189-1087071 | Auto Maint & Repair - Labor | 70.00 | 0.00 | 70.00 | |
| 100268209 | 4/24/15 | GRAINGER | 9686892051 | Inventory Purchase | 168.22 | 0.00 | 168.22 | \$236.30 |
| | | | 9718411532 | Inventory Purchase | 68.08 | 0.00 | 68.08 | |
| 100268210 | 4/24/15 | GRANITE CONSTRUCTION CO | 788466 | Materials - Land Improve | 4,111.52 | 0.00 | 4,111.52 | \$17,525.50 |
| | | | 788603 | Materials - Land Improve | 3,224.65 | 0.00 | 3,224.65 | |
| | | | 789053 | Materials - Land Improve | 474.26 | 0.00 | 474.26 | |
| | | | 789227 | Materials - Land Improve | 809.97 | 0.00 | 809.97 | |
| | | | 790345 | Materials - Land Improve | 2,483.20 | 0.00 | 2,483.20 | |
| | | | 790797 | Materials - Land Improve | 3,537.52 | 0.00 | 3,537.52 | |
| | | | 791126 | Materials - Land Improve | 2,884.38 | 0.00 | 2,884.38 | |
| 100268211 | 4/24/15 | GREENESPORT ASSN | COL042115 | Rec Instructors/Officials | 1,920.00 | 0.00 | 1,920.00 | \$1,920.00 |
| 100268212 | 4/24/15 | GROVER LANDSCAPE SERVICES | 0233564 | Services Maintain Land Improv | 4,075.00 | 0.00 | 4,075.00 | \$6,450.00 |
| | | | 0233565 | Services Maintain Land Improv | 2,375.00 | 0.00 | 2,375.00 | |
| 100268213 | 4/24/15 | HEALTHIER KIDS FOUNDATION SANTA CLARA CO | 1 | Outside Group Funding | 6,872.00 | 0.00 | 6,872.00 | \$6,872.00 |
| 100268214 | 4/24/15 | INTERSTATE SALES | 10146 | Materials - Land Improve | 595.18 | 0.00 | 595.18 | \$954.06 |
| | | | 10147 | Materials - Land Improve | 358.88 | 0.00 | 358.88 | |
| 100268215 | 4/24/15 | JUMBO SHRIMP VOLLEYBALL LLC | TV2015MAR | Rec Instructors/Officials | 2,167.20 | 0.00 | 2,167.20 | \$2,167.20 |
| 100268216 | 4/24/15 | KING BUSINESS SERVICES | 2015-013 | Investigation Expense | 511.50 | 0.00 | 511.50 | \$511.50 |
| 100268217 | 4/24/15 | KOHLWEISS AUTO PARTS INC | 01OE9238 | Parts, Vehicles & Motor Equip | 26.60 | 0.00 | 26.60 | \$587.41 |
| | | | 01OF3117 | Parts, Vehicles & Motor Equip | 65.57 | 0.00 | 65.57 | |
| | | | 01OF5084 | Inventory Purchase | 501.20 | 10.02 | 491.18 | |
| | | | 01OF5085 | Inventory Purchase | 4.14 | 0.08 | 4.06 | |
| 100268218 | 4/24/15 | L N CURTIS & SONS INC | 1346656-00 | Clothing, Uniforms & Access | 648.15 | 0.00 | 648.15 | \$713.18 |
| | | | 1348502-00 | Clothing, Uniforms & Access | 65.03 | 0.00 | 65.03 | |
| 100268219 | 4/24/15 | LC ACTION POLICE SUPPLY | 327185 | Clothing, Uniforms & Access | 340.91 | 0.00 | 340.91 | \$2,778.07 |
| | | | 327185 | Ballistic Equipment - Body Armor/Vests | 447.53 | 0.00 | 447.53 | |
| | | | 327865 | Clothing, Uniforms & Access | 2.73 | 0.00 | 2.73 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|------------------------------|--------------------|--|-----------------------|-----------------------|--------------------|----------------------|
| | | | 327865 | Ballistic Equipment - Body Armor/Vests | 3.58 | 0.00 | 3.58 | |
| | | | 327866 | Clothing, Uniforms & Access | 8.19 | 0.00 | 8.19 | |
| | | | 327866 | Ballistic Equipment - Body Armor/Vests | 10.75 | 0.00 | 10.75 | |
| | | | 327867 | Clothing, Uniforms & Access | 7.24 | 0.00 | 7.24 | |
| | | | 327867 | Ballistic Equipment - Body Armor/Vests | 9.51 | 0.00 | 9.51 | |
| | | | 327868 | Clothing, Uniforms & Access | 18.70 | 0.00 | 18.70 | |
| | | | 327868 | Ballistic Equipment - Body Armor/Vests | 24.55 | 0.00 | 24.55 | |
| | | | 327869 | Clothing, Uniforms & Access | 18.70 | 0.00 | 18.70 | |
| | | | 327869 | Ballistic Equipment - Body Armor/Vests | 24.55 | 0.00 | 24.55 | |
| | | | 328305 | Clothing, Uniforms & Access | 428.57 | 0.00 | 428.57 | |
| | | | 328305 | Ballistic Equipment - Body Armor/Vests | 562.61 | 0.00 | 562.61 | |
| | | | 328396 | Clothing, Uniforms & Access | 340.91 | 0.00 | 340.91 | |
| | | | 328396 | Ballistic Equipment - Body Armor/Vests | 447.53 | 0.00 | 447.53 | |
| | | | 328401 | Clothing, Uniforms & Access | 35.24 | 0.00 | 35.24 | |
| | | | 328401 | Ballistic Equipment - Body Armor/Vests | 46.27 | 0.00 | 46.27 | |
| 100268221 | 4/24/15 | M & R REPAIR CO | 10425 | Facilities Maint & Repair - Labor | 120.00 | 0.00 | 120.00 | \$216.75 |
| | | | 10425 | Facilities Maint & Repair - Materials | 96.75 | 0.00 | 96.75 | |
| 100268222 | 4/24/15 | MCMASTER CARR SUPPLY CO | 27710590 | Hand Tools | 31.15 | 0.00 | 31.15 | \$478.63 |
| | | | 27827455 | Electrical Parts & Supplies | 373.46 | 0.00 | 373.46 | |
| | | | 27842859 | Chemicals | 74.02 | 0.00 | 74.02 | |
| 100268223 | 4/24/15 | MIDWEST TAPE | 92761068 | Library Technology Services | 615.96 | 0.00 | 615.96 | \$615.96 |
| 100268224 | 4/24/15 | NAPA AUTO PARTS | 168798 | Parts, Vehicles & Motor Equip | -16.31 | 0.00 | -16.31 | \$120.43 |
| | | | 170028 | Parts, Vehicles & Motor Equip | 43.84 | 0.00 | 43.84 | |
| | | | 171044 | Parts, Vehicles & Motor Equip | 92.90 | 0.00 | 92.90 | |
| 100268225 | 4/24/15 | NEWCOMB MECHANICAL INC | 8792-A | Facilities Maint & Repair - Labor | 591.88 | 0.00 | 591.88 | \$591.88 |
| 100268226 | 4/24/15 | NORTH STATE ENVIRONMENTAL | 046500 | HazMat Disposal - Hazardous Waste Disposal | 3,565.11 | 0.00 | 3,565.11 | \$3,565.11 |
| 100268227 | 4/24/15 | OVERDRIVE INC | MR-0012276 | Library Periodicals/Databases | 259.50 | 0.00 | 259.50 | \$259.50 |
| 100268228 | 4/24/15 | P&R PAPER SUPPLY CO INC | 30033727-00 | Inventory Purchase | 1,903.78 | 0.00 | 1,903.78 | \$1,903.78 |
| 100268229 | 4/24/15 | PACIFIC JANITORIAL SUPPLY CO | 30029509-1 | Inventory Purchase | 167.48 | 0.00 | 167.48 | \$167.48 |
| | | | 30029733 | Inventory Purchase | 148.77 | 0.00 | 148.77 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|--|--------------------|--|-----------------------|-----------------------|--------------------|----------------------|
| | | | 3029733REV | Inventory Purchase | -148.77 | 0.00 | -148.77 | |
| 100268230 | 4/24/15 | PORTNOV COMPUTER SCHOOL | 04-04-15 | DED Services/Training - Training | 5,396.00 | 0.00 | 5,396.00 | \$10,792.00 |
| | | | 04-05-15 | DED Services/Training - Training | 5,396.00 | 0.00 | 5,396.00 | |
| 100268231 | 4/24/15 | REED & GRAHAM INC | 830466 | Materials - Land Improve | 142.50 | 0.00 | 142.50 | \$427.50 |
| | | | 830467 | Materials - Land Improve | 142.50 | 0.00 | 142.50 | |
| | | | 830874 | Materials - Land Improve | 142.50 | 0.00 | 142.50 | |
| 100268232 | 4/24/15 | ROY AUSTIN | 102076210560 | Miscellaneous Equipment Parts & Supplies | 100.00 | 0.00 | 100.00 | \$100.00 |
| 100268233 | 4/24/15 | SAFEWAY INC | 722006-042015 | Food Products | 9.00 | 0.00 | 9.00 | \$9.00 |
| 100268234 | 4/24/15 | SANDERSON SAFETY SUPPLY CO | 8084790-01 | Inventory Purchase | 161.77 | 1.49 | 160.28 | \$160.28 |
| 100268235 | 4/24/15 | SARAH GRAVES | SG2015MAR | Rec Instructors/Officials | 1,474.20 | 0.00 | 1,474.20 | \$1,474.20 |
| 100268236 | 4/24/15 | SERRAMONTE FORD | F6348 | Vehicles & Motorized Equip | 29,164.46 | 0.00 | 29,164.46 | \$29,164.46 |
| 100268237 | 4/24/15 | SHIN SHIN TRAINING CENTER | W20150028 | DED Services/Training - Training | 4,455.00 | 0.00 | 4,455.00 | \$9,900.00 |
| | | | 10F2 | | | | | |
| | | | W20150029 | DED Services/Training - Training | 4,455.00 | 0.00 | 4,455.00 | |
| | | | 10F2 | | | | | |
| | | | W20150030 | DED Services/Training - Training | 495.00 | 0.00 | 495.00 | |
| | | | 20F2 | | | | | |
| | | | W20150031 | DED Services/Training - Training | 495.00 | 0.00 | 495.00 | |
| | | | 20F2 | | | | | |
| 100268238 | 4/24/15 | SHRED-IT USA LLC | 9405386837 | Records Related Services | 45.00 | 0.00 | 45.00 | \$135.00 |
| | | | 9405386839 | Records Related Services | 45.00 | 0.00 | 45.00 | |
| | | | 9405386842 | Records Related Services | 45.00 | 0.00 | 45.00 | |
| 100268239 | 4/24/15 | SILILCON VALLEY INDEPENDENT LIVING CTR | 2014-01 | Outside Group Funding | 5,119.00 | 0.00 | 5,119.00 | \$5,119.00 |
| 100268240 | 4/24/15 | SMART & FINAL INC | 163303-042115 | General Supplies | 31.50 | 0.00 | 31.50 | \$31.50 |
| 100268241 | 4/24/15 | SPECIAL OPERATIONS TECHNOLOGIES INC | 49571 | Clothing, Uniforms & Access | 799.53 | 0.00 | 799.53 | \$799.53 |
| 100268242 | 4/24/15 | SUNBELT RENTALS INC | 48807311-006 | Equipment Rental/Lease | 2,811.95 | 0.00 | 2,811.95 | \$2,811.95 |
| 100268243 | 4/24/15 | SUNNYVALE FORD | 440141 | Parts, Vehicles & Motor Equip | 357.72 | 0.00 | 357.72 | \$379.81 |
| | | | 440276 | Parts, Vehicles & Motor Equip | 22.09 | 0.00 | 22.09 | |
| 100268244 | 4/24/15 | SWINERTON MANAGEMENT & CONSULTING | 14100033-010 | Consultants | 2,340.00 | 0.00 | 2,340.00 | \$2,340.00 |
| 100268245 | 4/24/15 | TELSTAR INSTRUMENTS INC | | | | | | \$1,887.03 |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|-------------------------------------|--------------------|--|-----------------------|-----------------------|--------------------|----------------------|
| | | | 81287 | Miscellaneous Equipment Parts & Supplies | 1,887.03 | 0.00 | 1,887.03 | |
| 100268246 | 4/24/15 | THOMSON REUTERS ELITE | 1015732 | Computer Software | 1,080.00 | 0.00 | 1,080.00 | \$1,080.00 |
| 100268247 | 4/24/15 | TIMKEN GEARS & SERVICES INC | 35543 | Water/Wastewater Treat Equip | 32,333.18 | 0.00 | 32,333.18 | \$32,333.18 |
| 100268248 | 4/24/15 | US AIR CONDITIONING DISTRIBUTORS | 9848553 | Bldg Maint Matls & Supplies | 3,596.36 | 0.00 | 3,596.36 | \$3,596.36 |
| 100268249 | 4/24/15 | UNIVERSITY OF CALIFORNIA SANTA CRUZ | 56677 | DED Services/Training - Training | 4,891.50 | 0.00 | 4,891.50 | \$39,586.50 |
| | | | 56694 | DED Services/Training - Training | 4,761.00 | 0.00 | 4,761.00 | |
| | | | 56696 | DED Services/Training - Training | 5,247.00 | 0.00 | 5,247.00 | |
| | | | 56698 | DED Services/Training - Training | 5,400.00 | 0.00 | 5,400.00 | |
| | | | 56701 | DED Services/Training - Training | 4,212.00 | 0.00 | 4,212.00 | |
| | | | 56703 | DED Services/Training - Training | 4,540.50 | 0.00 | 4,540.50 | |
| | | | 56707 | DED Services/Training - Training | 5,134.50 | 0.00 | 5,134.50 | |
| | | | 56709 | DED Services/Training - Training | 5,400.00 | 0.00 | 5,400.00 | |
| 100268250 | 4/24/15 | WECO INDUSTRIES LLC | 0033723-IN | Misc Equip Maint & Repair - Labor | 151.33 | 0.00 | 151.33 | \$3,668.02 |
| | | | 0033830-IN | Miscellaneous Equipment | 3,516.69 | 0.00 | 3,516.69 | |
| 100268251 | 4/24/15 | WEST COAST ARBORISTS INC | 104328 | Services Maintain Land Improv | 27,036.00 | 0.00 | 27,036.00 | \$27,036.00 |
| 100268252 | 4/24/15 | WILD TASTES | 804 | Food Products | 783.00 | 0.00 | 783.00 | \$783.00 |
| 100268253 | 4/24/15 | YORK RISK SERVICES GROUP INC | 500012139 | Workers' Compensation - Administration | 21,739.25 | 0.00 | 21,739.25 | \$21,739.25 |
| 100268254 | 4/24/15 | WAITER.COM INC | F0421311861 | Food Products | 123.46 | 0.00 | 123.46 | \$123.46 |
| 100268255 | 4/24/15 | ALBERT J SCOTT | MAY 2015 | Insurances - Retiree Medical - Retiree Reimbursement | 80.12 | 0.00 | 80.12 | \$80.12 |
| 100268256 | 4/24/15 | ANN DURKES | MAY 2015 | Insurances - Retiree Medical - Retiree Reimbursement | 0.86 | 0.00 | 0.86 | \$0.86 |
| 100268257 | 4/24/15 | BANANA SLUG STRING BAND | APR/25/2015 | Special Events | 1,000.00 | 0.00 | 1,000.00 | \$1,000.00 |
| 100268258 | 4/24/15 | BUCKLES-SMITH ELECTRIC CO | 1434231-01 | Electrical Parts & Supplies | 1,405.18 | 0.00 | 1,405.18 | \$1,405.18 |
| 100268259 | 4/24/15 | CHARLES S EANEFF JR | MAY 2015 | Insurances - Retiree Medical - Retiree Reimbursement | 828.28 | 0.00 | 828.28 | \$828.28 |
| 100268260 | 4/24/15 | CLIMB ON INC | 102 | Special Events | 950.00 | 0.00 | 950.00 | \$950.00 |
| 100268261 | 4/24/15 | DEAN CHU | MAY 2015 | Insurances - Retiree Medical - Retiree Reimbursement | 850.09 | 0.00 | 850.09 | \$850.09 |
| 100268262 | 4/24/15 | DEAN S RUSSELL | MAY 2015 | Insurances - Retiree Medical - Retiree Reimbursement | 1,382.09 | 0.00 | 1,382.09 | \$1,382.09 |
| 100268263 | 4/24/15 | GAIL SWEGLES | MAY 2015 | Insurances - Retiree Medical - Retiree Reimbursement | 138.38 | 0.00 | 138.38 | \$138.38 |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment | Payment | | | | | | | |
|-----------|---------|-------------|-------------|--|----------------|----------------|-------------|---------------|
| No. | Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
| 100268264 | 4/24/15 | GRAINGER | 9679089749 | Materials - Land Improve | -22.32 | 0.00 | -22.32 | \$16,714.86 |
| | | | 9679476706 | Electrical Parts & Supplies | 245.56 | 0.00 | 245.56 | |
| | | | 9680817559 | General Supplies | 429.09 | 0.00 | 429.09 | |
| | | | 9682362083 | Hand Tools | 63.79 | 0.00 | 63.79 | |
| | | | 9682374039 | Bldg Maint Matls & Supplies | 136.37 | 0.00 | 136.37 | |
| | | | 9682396917 | Bldg Maint Matls & Supplies | 86.73 | 0.00 | 86.73 | |
| | | | 9683542808 | Miscellaneous Equipment | 60.24 | 0.00 | 60.24 | |
| | | | 9684159438 | Electrical Parts & Supplies | 23.89 | 0.00 | 23.89 | |
| | | | 9684392591 | Occupational Health and Safety Services | 724.72 | 0.00 | 724.72 | |
| | | | 9684487268 | Supplies, Safety | 36.16 | 0.00 | 36.16 | |
| | | | 9685349343 | Hand Tools | 163.34 | 0.00 | 163.34 | |
| | | | 9685349350 | Materials - Land Improve | 472.41 | 0.00 | 472.41 | |
| | | | 9685349368 | Bldg Maint Matls & Supplies | 80.22 | 0.00 | 80.22 | |
| | | | 9685349376 | Electrical Parts & Supplies | 86.64 | 0.00 | 86.64 | |
| | | | 9686036444 | Clothing, Uniforms & Access | 379.84 | 0.00 | 379.84 | |
| | | | 9686649576 | Facilities Equipment | 2,171.36 | 0.00 | 2,171.36 | |
| | | | 9686837122 | Hand Tools | 8.24 | 0.00 | 8.24 | |
| | | | 9686837130 | Electrical Parts & Supplies | 8.70 | 0.00 | 8.70 | |
| | | | 9686915258 | Bldg Maint Matls & Supplies | 24.49 | 0.00 | 24.49 | |
| | | | 9687761206 | Hand Tools | 35.05 | 0.00 | 35.05 | |
| | | | 9687761214 | Hand Tools | 9.55 | 0.00 | 9.55 | |
| | | | 9687770736 | Bldg Maint Matls & Supplies | 102.28 | 0.00 | 102.28 | |
| | | | 9687770744 | Bldg Maint Matls & Supplies | 314.28 | 0.00 | 314.28 | |
| | | | 9687770751 | Bldg Maint Matls & Supplies | 55.18 | 0.00 | 55.18 | |
| | | | 9688004762 | Bldg Maint Matls & Supplies | -40.28 | 0.00 | -40.28 | |
| | | | 9688251868 | Parts, Vehicles & Motor Equip | 48.83 | 0.00 | 48.83 | |
| | | | 9688281956 | Bldg Maint Matls & Supplies | 121.80 | 0.00 | 121.80 | |
| | | | 9688282780 | Miscellaneous Equipment Parts & Supplies | 376.89 | 0.00 | 376.89 | |
| | | | 9688762872 | Supplies, Safety | 1,839.49 | 0.00 | 1,839.49 | |
| | | | 9689705292 | Parts, Vehicles & Motor Equip | -14.33 | 0.00 | -14.33 | |
| | | | 9690316790 | Parts, Vehicles & Motor Equip | 18.22 | 0.00 | 18.22 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|------------------------|-------------------------|--------------------|--------------------|--|-----------------------|-----------------------|--------------------|----------------------|
| | | | 9690786828 | Facilities Equipment | 393.08 | 0.00 | 393.08 | |
| | | | 9692422117 | Bldg Maint Matls & Supplies | 3,464.30 | 0.00 | 3,464.30 | |
| | | | 9692435887 | Hand Tools | 182.03 | 0.00 | 182.03 | |
| | | | 9692611867 | Bldg Maint Matls & Supplies | 199.67 | 0.00 | 199.67 | |
| | | | 9692649057 | Supplies, Safety | 63.50 | 0.00 | 63.50 | |
| | | | 9692702914 | Miscellaneous Equipment Parts & Supplies | 58.93 | 0.00 | 58.93 | |
| | | | 9692718571 | Miscellaneous Equipment Parts & Supplies | 9.96 | 0.00 | 9.96 | |
| | | | 9692718589 | Miscellaneous Equipment Parts & Supplies | 177.22 | 0.00 | 177.22 | |
| | | | 9692885826 | Clothing, Uniforms & Access | 257.87 | 0.00 | 257.87 | |
| | | | 9694094054 | Hand Tools | 64.67 | 0.00 | 64.67 | |
| | | | 9694406480 | Supplies, Safety | -519.82 | 0.00 | -519.82 | |
| | | | 9694759771 | Supplies, Safety | 519.83 | 0.00 | 519.83 | |
| | | | 9694979676 | Hand Tools | 357.73 | 0.00 | 357.73 | |
| | | | 9695166380 | Supplies, Safety | 1,097.24 | 0.00 | 1,097.24 | |
| | | | 9695997099 | Customized Products | 63.08 | 0.00 | 63.08 | |
| | | | 9696201715 | Electrical Parts & Supplies | 65.44 | 0.00 | 65.44 | |
| | | | 9696201731 | Electrical Parts & Supplies | 35.76 | 0.00 | 35.76 | |
| | | | 9697187996 | Electrical Parts & Supplies | -65.44 | 0.00 | -65.44 | |
| | | | 9697794445 | Bldg Maint Matls & Supplies | 25.65 | 0.00 | 25.65 | |
| | | | 9698164150 | Miscellaneous Equipment Parts & Supplies | 125.67 | 0.00 | 125.67 | |
| | | | 9698933786 | Hand Tools | 131.32 | 0.00 | 131.32 | |
| | | | 9699065489 | Parts, Vehicles & Motor Equip | 319.29 | 0.00 | 319.29 | |
| | | | 9699678190 | Hand Tools | 312.99 | 0.00 | 312.99 | |
| | | | 9699889011 | Supplies, Safety | 67.81 | 0.00 | 67.81 | |
| | | | 9699889029 | Chemicals | 120.19 | 0.00 | 120.19 | |
| | | | 9700281711 | Supplies, Safety | 22.86 | 0.00 | 22.86 | |
| | | | 9700281729 | Supplies, Safety | 45.72 | 0.00 | 45.72 | |
| | | | 9700741201 | Parts, Vehicles & Motor Equip | -319.29 | 0.00 | -319.29 | |
| | | | 9701391204 | Electrical Parts & Supplies | 85.23 | 0.00 | 85.23 | |
| | | | 9701391212 | Miscellaneous Equipment Parts & Supplies | 24.69 | 0.00 | 24.69 | |
| | | | 9701411200 | Parts, Vehicles & Motor Equip | 179.22 | 0.00 | 179.22 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|--|--------------------|---|-----------------------|-----------------------|--------------------|----------------------|
| | | | 9702320558 | General Supplies | 85.70 | 0.00 | 85.70 | |
| | | | 9702330110 | Miscellaneous Equipment | 36.91 | 0.00 | 36.91 | |
| | | | 9702378721 | Electrical Parts & Supplies | 208.28 | 0.00 | 208.28 | |
| | | | 9704606871 | Hand Tools | 186.99 | 0.00 | 186.99 | |
| | | | 9704735084 | General Supplies | 469.14 | 0.00 | 469.14 | |
| | | | 9704812529 | General Supplies | 115.01 | 0.00 | 115.01 | |
| 100268270 | 4/24/15 | GRANITEROCK CO | 883348 | Materials - Land Improve | 528.82 | 0.00 | 528.82 | \$3,542.69 |
| | | | 885596 | Materials - Land Improve | 1,813.61 | 0.00 | 1,813.61 | |
| | | | 885684 | Materials - Land Improve | 1,200.26 | 0.00 | 1,200.26 | |
| 100268271 | 4/24/15 | KIRBY CANYON RECYCLING & DISPOSAL FAC | MAR2015 | Landfill Fees to be Allocated | 886,082.57 | 0.00 | 886,082.57 | \$886,082.57 |
| 100268272 | 4/24/15 | MARK ROGGE | MAY 2015 | Insurances - Retiree Medical - Retiree Reimbursement | 206.99 | 0.00 | 206.99 | \$206.99 |
| 100268273 | 4/24/15 | MARSHA POLLAK | MAY 2015 | Insurances - Retiree Medical - Retiree Reimbursement | 15.64 | 0.00 | 15.64 | \$15.64 |
| 100268274 | 4/24/15 | OFFICEMAX CONTRACT INC | 01569504032015 | Supplies, Office 1 | -232.84 | 0.00 | -232.84 | \$7,575.37 |
| | | | 02452704012015 | Supplies, Office 1 | 983.29 | 0.00 | 983.29 | |
| | | | 02808304012015 | Supplies, Office 1 | 66.96 | 0.00 | 66.96 | |
| | | | 02905004012015 | Supplies, Office 1 | 261.51 | 0.00 | 261.51 | |
| | | | 02991804012015 | Supplies, Office 1 | 21.53 | 0.00 | 21.53 | |
| | | | 02992904032015 | Supplies, Office 1 | 0.03 | 0.00 | 0.03 | |
| | | | 03138104012015 | Supplies, Office 1 | 321.81 | 0.00 | 321.81 | |
| | | | 03321704012015 | Supplies, Office 1 | 54.78 | 0.00 | 54.78 | |
| | | | 03412204072015 | Supplies, Office 1 | 808.81 | 0.00 | 808.81 | |
| | | | 03703704012015 | Supplies, Office 1 | 97.48 | 0.00 | 97.48 | |
| | | | 04259504022015 | Supplies, Office 1 | 47.43 | 0.00 | 47.43 | |
| | | | 04269904022015 | Supplies, Office 1 | 59.60 | 0.00 | 59.60 | |
| | | | 04339404022015 | Supplies, Office 1 | 7.14 | 0.00 | 7.14 | |
| | | | 05048904022015 | Supplies, Office 1 | 336.44 | 0.00 | 336.44 | |
| | | | 05054604022015 | Supplies, Office 1 | 180.14 | 0.00 | 180.14 | |
| | | | 05098304022015 | Supplies, Office 1 | 34.64 | 0.00 | 34.64 | |
| | | | 05606904032015 | Supplies, Office 1 | 449.75 | 0.00 | 449.75 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|------------------------|-------------------------|--------------------|--------------------|--------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | 05714204032015 | Supplies, Office 1 | 213.61 | 0.00 | 213.61 | |
| | | | 06006304032015 | Supplies, Office 1 | 205.34 | 0.00 | 205.34 | |
| | | | 06165904032015 | Supplies, Office 1 | 71.85 | 0.00 | 71.85 | |
| | | | 06589704032015 | Supplies, Office 1 | 146.18 | 0.00 | 146.18 | |
| | | | 06774904032015 | Supplies, Office 1 | 5.81 | 0.00 | 5.81 | |
| | | | 07324804062015 | Supplies, Office 1 | 39.49 | 0.00 | 39.49 | |
| | | | 07397304072015 | Supplies, Office 1 | 126.12 | 0.00 | 126.12 | |
| | | | 07397404072015 | Supplies, Office 1 | 126.12 | 0.00 | 126.12 | |
| | | | 08114604062015 | Supplies, Office 1 | 14.75 | 0.00 | 14.75 | |
| | | | 08129804062015 | Supplies, Office 1 | 228.45 | 0.00 | 228.45 | |
| | | | 08156504062015 | Supplies, Office 1 | 17.03 | 0.00 | 17.03 | |
| | | | 08682404102015 | Supplies, Office 1 | -173.76 | 0.00 | -173.76 | |
| | | | 09501504072015 | Supplies, Office 1 | 21.95 | 0.00 | 21.95 | |
| | | | 10203804082015 | Inventory Purchase | 187.95 | 0.00 | 187.95 | |
| | | | 10257504082015 | Supplies, Office 1 | 54.38 | 0.00 | 54.38 | |
| | | | 10270304082015 | Supplies, Office 1 | 5.76 | 0.00 | 5.76 | |
| | | | 11240304082015 | Supplies, Office 1 | 27.43 | 0.00 | 27.43 | |
| | | | 11768104092015 | Supplies, Office 1 | 357.35 | 0.00 | 357.35 | |
| | | | 11781804092015 | Supplies, Office 1 | 46.87 | 0.00 | 46.87 | |
| | | | 11931204092015 | Supplies, Office 1 | 511.37 | 0.00 | 511.37 | |
| | | | 12102404092015 | Supplies, Office 1 | 60.57 | 0.00 | 60.57 | |
| | | | 12941704102015 | Supplies, Office 1 | 79.24 | 0.00 | 79.24 | |
| | | | 13187904142015 | Supplies, Office 1 | -82.48 | 0.00 | -82.48 | |
| | | | 13227304102015 | Supplies, Office 1 | 120.89 | 0.00 | 120.89 | |
| | | | 13250404102015 | Supplies, Office 1 | 226.48 | 0.00 | 226.48 | |
| | | | 13614404102015 | Supplies, Office 1 | 120.81 | 0.00 | 120.81 | |
| | | | 13687204012015 | Supplies, Office 1 | 156.55 | 0.00 | 156.55 | |
| | | | 14429404132015 | Supplies, Office 1 | 11.82 | 0.00 | 11.82 | |
| | | | 14766204102015 | Supplies, Office 1 | -3.16 | 0.00 | -3.16 | |
| | | | 15288504132015 | Supplies, Office 1 | 238.18 | 0.00 | 238.18 | |
| | | | 15412504142015 | Supplies, Office 1 | -54.40 | 0.00 | -54.40 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|---------------------------|--------------------|----------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | 15414504132015 | Supplies, Office 1 | 54.40 | 0.00 | 54.40 | |
| | | | 15488204132015 | Supplies, Office 1 | 213.70 | 0.00 | 213.70 | |
| | | | 17061904142015 | Supplies, Office 1 | 48.22 | 0.00 | 48.22 | |
| | | | 17151904142015 | Supplies, Office 1 | 57.06 | 0.00 | 57.06 | |
| | | | 17237304022015 | Supplies, Office 1 | 14.49 | 0.00 | 14.49 | |
| | | | 17289504142015 | Supplies, Office 1 | 561.08 | 0.00 | 561.08 | |
| | | | 21147504062015 | Supplies, Office 1 | 225.14 | 0.00 | 225.14 | |
| | | | 48845304012015 | Supplies, Office 1 | 8.39 | 0.00 | 8.39 | |
| | | | 96543904012015 | Supplies, Office 1 | -306.34 | 0.00 | -306.34 | |
| | | | 96622904032015 | Supplies, Office 1 | -232.84 | 0.00 | -232.84 | |
| | | | 96871304032015 | Supplies, Office 1 | 110.10 | 0.00 | 110.10 | |
| | | | 96876904022015 | Supplies, Office 1 | 19.18 | 0.00 | 19.18 | |
| | | | 98565404072015 | Supplies, Office 1 | 195.74 | 0.00 | 195.74 | |
| 100268280 | 4/24/15 | PACIFIC GAS & ELECTRIC CO | 03142830050415 | Utilities - Electric | 13,570.72 | 0.00 | 13,570.72 | \$21,803.24 |
| | | | 11059228290315 | Utilities - Electric | 78.91 | 0.00 | 78.91 | |
| | | | 11059229930315 | Utilities - Electric | 83.91 | 0.00 | 83.91 | |
| | | | 35642590100315 | Utilities - Electric | 68.71 | 0.00 | 68.71 | |
| | | | 35642590150315 | Utilities - Electric | 53.75 | 0.00 | 53.75 | |
| | | | 35642590200315 | Utilities - Electric | 34.99 | 0.00 | 34.99 | |
| | | | 35642590250315 | Utilities - Electric | 94.57 | 0.00 | 94.57 | |
| | | | 35642590300315 | Utilities - Electric | 88.24 | 0.00 | 88.24 | |
| | | | 35642590350315 | Utilities - Electric | 69.59 | 0.00 | 69.59 | |
| | | | 35642590400315 | Utilities - Electric | 89.96 | 0.00 | 89.96 | |
| | | | 35642590450315 | Utilities - Electric | 68.56 | 0.00 | 68.56 | |
| | | | 35642590500315 | Utilities - Electric | 57.54 | 0.00 | 57.54 | |
| | | | 35642590650315 | Utilities - Electric | 67.84 | 0.00 | 67.84 | |
| | | | 35642590700315 | Utilities - Electric | 58.82 | 0.00 | 58.82 | |
| | | | 35642590750315 | Utilities - Electric | 89.39 | 0.00 | 89.39 | |
| | | | 35642590800315 | Utilities - Electric | 92.97 | 0.00 | 92.97 | |
| | | | 35642590850315 | Utilities - Electric | 57.35 | 0.00 | 57.35 | |
| | | | 35642590950315 | Utilities - Electric | 18.80 | 0.00 | 18.80 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|------------------------|-------------------------|--------------------|--------------------|----------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | 35642591000315 | Utilities - Electric | 126.89 | 0.00 | 126.89 | |
| | | | 35642591050315 | Utilities - Electric | 63.87 | 0.00 | 63.87 | |
| | | | 35642591100315 | Utilities - Electric | 57.22 | 0.00 | 57.22 | |
| | | | 35642591150315 | Utilities - Electric | 72.54 | 0.00 | 72.54 | |
| | | | 35642591250315 | Utilities - Electric | 84.58 | 0.00 | 84.58 | |
| | | | 35642591300315 | Utilities - Electric | 41.20 | 0.00 | 41.20 | |
| | | | 35642591350315 | Utilities - Electric | 107.14 | 0.00 | 107.14 | |
| | | | 35642591400315 | Utilities - Electric | 71.68 | 0.00 | 71.68 | |
| | | | 35642591450315 | Utilities - Electric | 55.50 | 0.00 | 55.50 | |
| | | | 35642591500315 | Utilities - Electric | 42.93 | 0.00 | 42.93 | |
| | | | 35642591550315 | Utilities - Electric | 47.57 | 0.00 | 47.57 | |
| | | | 35642591600315 | Utilities - Electric | 58.47 | 0.00 | 58.47 | |
| | | | 35642591650315 | Utilities - Electric | 78.74 | 0.00 | 78.74 | |
| | | | 35642591700315 | Utilities - Electric | 74.26 | 0.00 | 74.26 | |
| | | | 35642591750315 | Utilities - Electric | 69.96 | 0.00 | 69.96 | |
| | | | 35642591800315 | Utilities - Electric | 51.88 | 0.00 | 51.88 | |
| | | | 35642591850315 | Utilities - Electric | 54.98 | 0.00 | 54.98 | |
| | | | 35642591900315 | Utilities - Electric | 46.71 | 0.00 | 46.71 | |
| | | | 35642591950315 | Utilities - Electric | 108.31 | 0.00 | 108.31 | |
| | | | 35642592000315 | Utilities - Electric | 84.72 | 0.00 | 84.72 | |
| | | | 35642592050315 | Utilities - Electric | 72.54 | 0.00 | 72.54 | |
| | | | 35642592100315 | Utilities - Electric | 75.62 | 0.00 | 75.62 | |
| | | | 35642592150315 | Utilities - Electric | 70.33 | 0.00 | 70.33 | |
| | | | 35642592200315 | Utilities - Electric | 73.40 | 0.00 | 73.40 | |
| | | | 35642592250315 | Utilities - Electric | 70.47 | 0.00 | 70.47 | |
| | | | 35642592300215 | Utilities - Electric | -30.09 | 0.00 | -30.09 | |
| | | | 35642592300315 | Utilities - Electric | 32.32 | 0.00 | 32.32 | |
| | | | 35642592350315 | Utilities - Electric | 9.20 | 0.00 | 9.20 | |
| | | | 35642592400315 | Utilities - Electric | 94.36 | 0.00 | 94.36 | |
| | | | 35642592450315 | Utilities - Electric | 48.86 | 0.00 | 48.86 | |
| | | | 35642592500315 | Utilities - Electric | 52.91 | 0.00 | 52.91 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|------------------------|-------------------------|--------------------|--------------------|----------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | 35642592550315 | Utilities - Electric | 73.06 | 0.00 | 73.06 | |
| | | | 35642592600315 | Utilities - Electric | 71.68 | 0.00 | 71.68 | |
| | | | 35642592650315 | Utilities - Electric | 98.71 | 0.00 | 98.71 | |
| | | | 35642592700315 | Utilities - Electric | 68.24 | 0.00 | 68.24 | |
| | | | 35642592750315 | Utilities - Electric | 57.05 | 0.00 | 57.05 | |
| | | | 35642592800315 | Utilities - Electric | 103.53 | 0.00 | 103.53 | |
| | | | 35642592850315 | Utilities - Electric | 63.76 | 0.00 | 63.76 | |
| | | | 35642592900315 | Utilities - Electric | 55.50 | 0.00 | 55.50 | |
| | | | 35642592950315 | Utilities - Electric | 70.13 | 0.00 | 70.13 | |
| | | | 35642593000315 | Utilities - Electric | 63.07 | 0.00 | 63.07 | |
| | | | 35642593050315 | Utilities - Electric | 87.17 | 0.00 | 87.17 | |
| | | | 35642593100315 | Utilities - Electric | 67.21 | 0.00 | 67.21 | |
| | | | 35642593200315 | Utilities - Electric | 69.78 | 0.00 | 69.78 | |
| | | | 35642593250315 | Utilities - Electric | 12.61 | 0.00 | 12.61 | |
| | | | 35642593300315 | Utilities - Electric | 76.65 | 0.00 | 76.65 | |
| | | | 35642593350315 | Utilities - Electric | 66.00 | 0.00 | 66.00 | |
| | | | 35642593400315 | Utilities - Electric | 76.84 | 0.00 | 76.84 | |
| | | | 35642593450315 | Utilities - Electric | 60.68 | 0.00 | 60.68 | |
| | | | 35642593500315 | Utilities - Electric | 73.75 | 0.00 | 73.75 | |
| | | | 35642593550315 | Utilities - Electric | 57.22 | 0.00 | 57.22 | |
| | | | 35642593600315 | Utilities - Electric | 84.42 | 0.00 | 84.42 | |
| | | | 35642593650315 | Utilities - Electric | 76.84 | 0.00 | 76.84 | |
| | | | 35642593700315 | Utilities - Electric | 73.75 | 0.00 | 73.75 | |
| | | | 35642593750315 | Utilities - Electric | 49.30 | 0.00 | 49.30 | |
| | | | 35642593800315 | Utilities - Electric | 54.98 | 0.00 | 54.98 | |
| | | | 35642593850315 | Utilities - Electric | 9.53 | 0.00 | 9.53 | |
| | | | 35642593900315 | Utilities - Electric | 51.02 | 0.00 | 51.02 | |
| | | | 35642593950315 | Utilities - Electric | 51.54 | 0.00 | 51.54 | |
| | | | 35642594000315 | Utilities - Electric | 62.04 | 0.00 | 62.04 | |
| | | | 35642594050315 | Utilities - Electric | 37.94 | 0.00 | 37.94 | |
| | | | 35642594100315 | Utilities - Electric | 38.97 | 0.00 | 38.97 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|------------------------|-------------------------|--------------------|--------------------|----------------------|-----------------------|-----------------------|--------------------|----------------------|
| | | | 35642594150315 | Utilities - Electric | 56.36 | 0.00 | 56.36 | |
| | | | 35642594250315 | Utilities - Electric | 77.95 | 0.00 | 77.95 | |
| | | | 35642594300315 | Utilities - Electric | 61.18 | 0.00 | 61.18 | |
| | | | 35642594350315 | Utilities - Electric | 57.56 | 0.00 | 57.56 | |
| | | | 35642594400315 | Utilities - Electric | 47.75 | 0.00 | 47.75 | |
| | | | 35642594450315 | Utilities - Electric | 63.93 | 0.00 | 63.93 | |
| | | | 35642594500315 | Utilities - Electric | 41.38 | 0.00 | 41.38 | |
| | | | 35642594550315 | Utilities - Electric | 82.69 | 0.00 | 82.69 | |
| | | | 35642594600315 | Utilities - Electric | 79.09 | 0.00 | 79.09 | |
| | | | 35642594650315 | Utilities - Electric | 83.21 | 0.00 | 83.21 | |
| | | | 35642594700315 | Utilities - Electric | 79.26 | 0.00 | 79.26 | |
| | | | 35642594750315 | Utilities - Electric | 55.84 | 0.00 | 55.84 | |
| | | | 35642594800315 | Utilities - Electric | 77.70 | 0.00 | 77.70 | |
| | | | 35642594850315 | Utilities - Electric | 61.14 | 0.00 | 61.14 | |
| | | | 35642594900315 | Utilities - Electric | 67.51 | 0.00 | 67.51 | |
| | | | 35642594950315 | Utilities - Electric | 87.14 | 0.00 | 87.14 | |
| | | | 35642595000315 | Utilities - Electric | 74.91 | 0.00 | 74.91 | |
| | | | 35642595050315 | Utilities - Electric | 72.50 | 0.00 | 72.50 | |
| | | | 35642595100315 | Utilities - Electric | 69.06 | 0.00 | 69.06 | |
| | | | 35642595150315 | Utilities - Electric | 60.62 | 0.00 | 60.62 | |
| | | | 35642595200315 | Utilities - Electric | 81.63 | 0.00 | 81.63 | |
| | | | 35642595250315 | Utilities - Electric | 49.41 | 0.00 | 49.41 | |
| | | | 35642595300315 | Utilities - Electric | 53.00 | 0.00 | 53.00 | |
| | | | 35642595350315 | Utilities - Electric | 58.08 | 0.00 | 58.08 | |
| | | | 35642595400315 | Utilities - Electric | 59.28 | 0.00 | 59.28 | |
| | | | 35642595450315 | Utilities - Electric | 106.97 | 0.00 | 106.97 | |
| | | | 35642595500315 | Utilities - Electric | 43.10 | 0.00 | 43.10 | |
| | | | 35642595550315 | Utilities - Electric | 49.18 | 0.00 | 49.18 | |
| | | | 35642595600315 | Utilities - Electric | 48.79 | 0.00 | 48.79 | |
| | | | 35642595700315 | Utilities - Electric | 58.59 | 0.00 | 58.59 | |
| | | | 35642595750315 | Utilities - Electric | 64.96 | 0.00 | 64.96 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|--------------------|---------------------|------------------------------------|--------------------|--|-----------------------|-----------------------|--------------------|-----------------------|
| | | | 35642595800315 | Utilities - Electric | 54.98 | 0.00 | 54.98 | |
| | | | 35642595850315 | Utilities - Electric | 99.40 | 0.00 | 99.40 | |
| | | | 35642595900315 | Utilities - Electric | 54.30 | 0.00 | 54.30 | |
| | | | 35642595950315 | Utilities - Electric | 106.36 | 0.00 | 106.36 | |
| | | | 35642596000315 | Utilities - Electric | 88.72 | 0.00 | 88.72 | |
| | | | 35642596050315 | Utilities - Electric | 69.44 | 0.00 | 69.44 | |
| | | | 35642596100315 | Utilities - Electric | 67.03 | 0.00 | 67.03 | |
| | | | 35642596150315 | Utilities - Electric | 51.19 | 0.00 | 51.19 | |
| | | | 35642596200315 | Utilities - Electric | 66.53 | 0.00 | 66.53 | |
| | | | 35642596250315 | Utilities - Electric | 48.61 | 0.00 | 48.61 | |
| | | | 35642596300315 | Utilities - Electric | 62.21 | 0.00 | 62.21 | |
| | | | 35642596350315 | Utilities - Electric | 48.61 | 0.00 | 48.61 | |
| | | | 35642596400315 | Utilities - Electric | 52.99 | 0.00 | 52.99 | |
| | | | 35642596450315 | Utilities - Electric | 96.28 | 0.00 | 96.28 | |
| | | | 35642596500315 | Utilities - Electric | 52.79 | 0.00 | 52.79 | |
| | | | 35642598240315 | Utilities - Electric | 9.53 | 0.00 | 9.53 | |
| | | | 74408230820315 | Utilities - Electric | 67.84 | 0.00 | 67.84 | |
| 100268290 | 4/24/15 | RESERVE ACCOUNT | 11927647-0415 | Inventory Purchase | 20,000.00 | 0.00 | 20,000.00 | \$20,000.00 |
| 100268291 | 4/24/15 | CALIFORNIA SUITES | 174581-14316 | Refund Utility Account Credit | 38.71 | 0.00 | 38.71 | \$38.71 |
| 100268292 | 4/24/15 | CUSTOM PAX INC | 175279-70230 | Refund Utility Account Credit | 612.96 | 0.00 | 612.96 | \$612.96 |
| 100268293 | 4/24/15 | ESTATE OF CLAIRE BARSKEY | 127591-25960 | Refund Utility Account Credit | 83.14 | 0.00 | 83.14 | \$83.14 |
| 100268294 | 4/24/15 | ESTATE OF EDWARD PETERSON | 88915-54684 | Refund Utility Account Credit | 258.56 | 0.00 | 258.56 | \$258.56 |
| 100268295 | 4/24/15 | PATTI VAN ET TA | 159029-47504 | Refund Utility Account Credit | 254.93 | 0.00 | 254.93 | \$254.93 |
| 100268296 | 4/24/15 | ZHIYU HE | 158679-59098 | Refund Utility Account Credit | 29.65 | 0.00 | 29.65 | \$29.65 |
| 950002382 | 4/21/15 | PUBLIC EMPLOYEES RETIREMENT SYSTEM | 950002382 | Retirement Benefits - Deferred Comp - City Portion | 1,258.44 | 0.00 | 1,258.44 | \$1,071,224.09 |
| | | | 950002382 | Retirement Benefits - PERS Misc - Empl Portion | -92,244.11 | 0.00 | -92,244.11 | |
| | | | 950002382 | Retirement Benefits - PERS Misc - Total | 650,001.11 | 0.00 | 650,001.11 | |
| | | | 950002382 | Retirement Benefits - PERS Safety - Empl Portion | -37,179.54 | 0.00 | -37,179.54 | |
| | | | 950002382 | Retirement Benefits - PERS Safety - Total | 536,337.10 | 0.00 | 536,337.10 | |

List of All Claims and Bills Approved for Payment
For Payments Dated 4/19/2015 through 4/25/2015

Sorted by Payment Number

| Payment No. | Payment Date | Vendor Name | Invoice No. | Description | Invoice Amount | Discount Taken | Amount Paid | Payment Total |
|-----------------------------------|-------------------------|--|--------------------|---|-----------------------|-----------------------|--------------------|------------------------------|
| | | | 950002382 | Retirement Benefits - PERS EPMC Public Safety | 7,198.67 | 0.00 | 7,198.67 | |
| | | | 950002382 | Retirement Benefits - PERS EPMC - Misc | 5,852.42 | 0.00 | 5,852.42 | |
| 950100505 | 4/20/15 | SANTA CLARA VALLEY WATER DISTRICT | TI001896 | Water for Resale | 586,598.32 | 0.00 | 586,598.32 | \$586,598.32 |
| 950100506 | 4/23/15 | SPECIALTY SOLID WASTE & RECYCLING INC | MAR2015 | Franchise - Specialty Garbage | -150,996.16 | 0.00 | -150,996.16 | \$1,372,361.96 |
| | | | MAR2015 | Refuse Serv Fees - Specialty | -102,884.89 | 0.00 | -102,884.89 | |
| | | | MAR2015 | Pymt to Franch Garb Collector | 1,626,243.01 | 0.00 | 1,626,243.01 | |
| Grand Total Payment Amount | | | | | | | | <u>\$5,086,984.54</u> |



City of Sunnyvale

Agenda Item

15-0427

Agenda Date: 5/5/2015

REPORT TO COUNCIL

SUBJECT

Award of Contract for the Design of Mary Avenue Bicycle Lanes (F15-52)

REPORT IN BRIEF

Approval is requested to award a contract to Whitlock & Weinberger Transportation, Inc. (W-Trans) of Oakland in the amount of \$189,900 for design of the Mary Avenue Bicycle Lane Project (Public Works Project No. TR-14/02-15). Approval is also requested for a 10% design contingency in the amount of \$18,990.

ENVIRONMENTAL REVIEW

A mitigated negative declaration for the Mary Avenue project was approved by City Council on October 8, 2013.

BACKGROUND AND DISCUSSION

This project will reconfigure roadway striping and traffic signals to provide bike lanes on a 2.8 mile segment of Mary Avenue between Fremont Avenue and Maude Avenue.

In 2013, the City hired a consultant to study and prepare a conceptual design for the installation of bike lanes in both the northerly and southerly directions in the project area. An environmental study and three public outreach meetings were conducted to refine the conceptual design. On October 8, 2013, Council reviewed and approved the conceptual design and mitigated negative declaration for the project (RTC No.13-239).

The overall scope of this contract is to design the project for installation of roadway striping and traffic signal modifications related to the bike lanes. Additional street work such as paving overlay, slurry seal and curb ramp installation may be required to complete the project, which will be confirmed during the initial phase of design. The project is also partially funded by outside grant revenue from the VTA Bicycle Expenditure Program (TDA funds).

Request for Proposal (RFP) specifications were prepared by Public Works and Purchasing staff. Request for Proposals No.F15-52 was directly distributed to three Bay Area traffic engineering firms and posted on the DemandStar public procurement network. Twenty firms requested the RFP documents. Proposals were received on January 1, 2015. Four responsive proposals were received as follows:

| | |
|--------------------------------------|-----------|
| Bellecci & Associates, of Pleasanton | \$136,980 |
| BKF Engineers, of San Jose | \$153,999 |
| W-Trans, of Oakland | \$189,900 |
| AECOM, of San Jose | \$319,820 |

Proposals were reviewed and ranked by an evaluation team consisting of Engineering and Transportation and Traffic Division staff. The proposers were evaluated on qualifications, experience and programmatic approach. The top three ranked firms were invited to interviews with the evaluation team.

W-Trans was selected as the highest ranked proposer based on their thorough understanding of the project scope and their ability to meet grant funding deadlines for the project. The team demonstrated a thorough understanding of obstacles anticipated during design (such as permitting from other agencies), and presented a front-loaded design approach to allow sufficient time to address the issues. In addition, W-Trans' subconsultant for pavement design is already familiar with the City's requirements, having been the designer of record for the most recently bid pavement rehabilitation projects.

FISCAL IMPACT

Project costs are as follows:

| | |
|---|-----------------|
| Project design (including bid and construction support) | \$189,900 |
| Design contingency (10%) | <u>\$18,990</u> |
| Total cost | \$208,890 |

Budgeted funds are available in Capital Project 830760 (Mary Avenue Bicycle Lanes), funded by a combination of VTA Bicycle Expenditure Program grant revenue and Traffic Impact Fees on new development.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

RECOMMENDATION

1) Award a contract, in substantially the same format as Attachment 1 to the report and in the amount of \$189,900 to Whitlock & Weinberger, Inc. (W-Trans) for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met; and 2) Approve a 10% design contingency in the amount of \$18,990.

Prepared by: Pete Gonda, Purchasing Officer
Reviewed by: Grace K. Leung, Director, Finance
Reviewed by: Manuel Pineda, Director, Public Works
Reviewed by: Robert A. Walker, Assistant City Manager
Approved by: Deanna J. Santana, City Manager

ATTACHMENT

1. Draft Consultant Services Agreement

DRAFT

CONSULTANT SERVICES AGREEMENT BETWEEN CITY OF SUNNYVALE AND WHITLOCK & WEINBERGER TRANSPORTATION, INC. (W-TRANS) FOR MARY AVENUE BIKE LANES

THIS AGREEMENT dated _____ is by and between the CITY OF SUNNYVALE, a municipal corporation ("CITY"), and WHITLOCK & WEINBERGER TRANSPORTATION, INC. (W-TRANS) ("CONSULTANT").

WHEREAS, CITY desires to secure professional services necessary for design, preparation of bid documents, services during construction and other services for a project known as "Mary Avenue Bike Lanes".

WHEREAS, CONSULTANT represents that it, and its sub-consultants, if any, possess the professional qualifications and expertise to provide the required services and are licensed by the State of California to practice engineering in the required disciplines;

NOW, THEREFORE, THE PARTIES ENTER INTO THIS AGREEMENT.

1. Services by CONSULTANT

CONSULTANT shall provide services in accordance with Exhibit "A" entitled "Scope of Work." All exhibits referenced in this Agreement are attached hereto and are incorporated herein by reference. To accomplish that end, CONSULTANT agrees to assign Steve Fitzsimons to this project, to act in the capacity of Project Manager and personally direct the professional services to be provided by CONSULTANT.

Except as specified in this Agreement, CONSULTANT shall furnish all technical and professional services, including labor, material, equipment, transportation, supervision and expertise to perform all operations necessary and required to satisfactorily complete the services required in this Agreement.

2. Notice to Proceed/Completion of Services

- (a) CONSULTANT shall commence services upon receipt of a Notice to Proceed from CITY. Notice shall be deemed to have occurred three (3) calendar days after deposit in the regular course of the United States mail.
- (b) When CITY determines that CONSULTANT has satisfactorily completed the services defined in Exhibit "A," CITY shall give CONSULTANT written Notice of Final Acceptance, and CONSULTANT shall not incur any further costs hereunder. CONSULTANT may request this determination of completion when, in its opinion, it has satisfactorily completed the Scope of Work (Exhibit "A"), and if so requested, CITY shall make this determination within fourteen (14) days of such request.

3. Project Schedule

The Project Schedule is set forth in the attached Exhibit "A-1".

4. Payment of Fees and Expenses

Payments shall be made to CONSULTANT on a monthly basis as set forth in the attached Exhibit "B" entitled "Compensation Schedule." All compensation will be based on monthly billings as provided in Exhibit "B." Compensation will not be due until said detailed billing is submitted to CITY within a reasonable time before payment is expected to allow for normal CITY processing. An estimate of the percent of total completion associated with the various categories of the services shall be furnished by CONSULTANT with said billing. When applicable, copies of pertinent financial records will be included with the submission of billing(s) for all direct reimbursables. Compensation shall not exceed the amounts set forth in Exhibit "B" for each phase. In no event shall the total amount of compensation payable under this agreement exceed the sum of One Hundred Eighty Nine Thousand Nine Hundred and No/100 Dollars (\$189,900.00) unless upon written modification of this Agreement. All invoices, including detailed backup, shall be sent to City of Sunnyvale, attention Accounts Payable, P.O. Box 3707, Sunnyvale, CA 94088-3707.

5. No Assignment of Agreement

CONSULTANT bind themselves, their partners, successors, assigns, executors, and administrators to all covenants of this Agreement. Except as otherwise set forth in this Agreement, no interest in this Agreement or any of the work provided for under this Agreement shall be assigned or transferred, either voluntarily or by operation of law, without the prior written approval of CITY. However, claims for money due to or to become due to CONSULTANT from CITY under this Agreement may be assigned to a bank, trust company or other financial institutions, or to a trustee in bankruptcy, provided that written notice of any such assignment or transfer shall be first furnished to CITY. In case of the death of one or more members of CONSULTANT's firm, the surviving member or members shall complete the services covered by this Agreement. Any such assignment shall not relieve CONSULTANT from any liability under the terms of this Agreement.

6. Consultant is an Independent Contractor

CONSULTANT is not an agent or employee of CITY but is an independent contractor with full rights to manage its employees subject to the requirements of the law. All persons employed by CONSULTANT in connection with this Agreement will be employees of CONSULTANT and not employees of CITY in any respect. CONSULTANT is responsible for obtaining statutory Workers' Compensation coverage for its employees.

7. Consultant's Services to be Approved by a Registered Professional

All reports, costs estimates, plans and other documents which may be submitted or furnished by CONSULTANT shall be approved and signed by a qualified registered professional in the State of California. The title sheet for calculations, specifications and reports, and each sheet of plans, shall bear the professional seal, certificate number, registration classification, expiration date of certificate and signature of the professional responsible for their preparation.

8. Standard of Workmanship

CONSULTANT represents and maintains that it is skilled in the professional calling necessary to perform the services and its duties and obligations, expressed and implied, contained herein, and CITY expressly relies upon CONSULTANT's representations regarding its skills and knowledge. CONSULTANT shall perform such services and duties in conformance to and consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California.

The plans, designs, specifications, estimates, calculations reports and other documents furnished under the Scope of Work (Exhibit "A") shall be of a quality acceptable to CITY. The criteria for acceptance of the work

provided under this Agreement shall be a product of neat appearance, well-organized, technically and grammatically correct, checked and having the maker and checker identified. The minimum standard of appearance, organization and content of the drawings shall be that used by CITY for similar projects.

9. Responsibility of CONSULTANT

CONSULTANT shall be responsible for the professional quality, technical accuracy and the coordination of the services furnished by it under this Agreement. Neither CITY's review, acceptance nor payment for any of the services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement and CONSULTANT shall be and remain liable to CITY in accordance with applicable law for all damages to CITY caused by CONSULTANT's negligent performance of any of the services furnished under this Agreement.

Any acceptance by CITY of plans, specifications, calculations, construction contract documents, reports, diagrams, maps and other material prepared by CONSULTANT shall not, in any respect, absolve CONSULTANT for the responsibility CONSULTANT has in accordance with customary standards of good engineering practice in compliance with applicable Federal, State, County and/or municipal laws, ordinances, regulations, rules and orders.

10. Right of CITY to Inspect Records of CONSULTANT

CITY, through its authorized employees, representatives, or agents, shall have the right, at any and all reasonable times, to audit the books and records including, but not limited to, invoices, vouchers, canceled checks, time cards of CONSULTANT for the purpose of verifying any and all charges made by CONSULTANT in connection with this Agreement. CONSULTANT shall maintain for a minimum period of three (3) years from the date of final payment to CONSULTANT or for any longer period required by law, sufficient books and records in accordance with generally accepted accounting practices to establish the correctness of all charges submitted to CITY by CONSULTANT. Any expenses not so recorded shall be disallowed by CITY.

11. Confidentiality of Material

All ideas, memoranda, specifications, plans, calculations, manufacturing procedures, data, drawings, descriptions, documents, discussions or other information developed or received by or for CONSULTANT and all other written information submitted to CONSULTANT in connection with the performance of this Agreement shall be held confidential by CONSULTANT and shall not, without the prior written consent of CITY be used for any purposes other than the performance of the Project services, nor be disclosed to an entity not connected with the performance of the Project services. Nothing furnished to CONSULTANT which is otherwise known to CONSULTANT or is or becomes generally known to the related industry shall be deemed confidential. CONSULTANT shall not use CITY's name, insignia or distribute exploitative publicity pertaining to the services rendered under this Agreement in any magazine, trade paper, newspaper or other medium without the express written consent of CITY.

12. No Pledging of CITY's Credit

Under no circumstances shall CONSULTANT have the authority or power to pledge the credit of CITY or incur any obligation in the name of CITY.

13. Ownership of Material

All material, including information developed on computer(s), which shall include, but not be limited to, data, sketches, tracings, drawings, plans, diagrams, quantities, estimates, specifications, proposals, tests, maps, calculations, photographs, reports and other material developed, collected, prepared or caused to be prepared, under this Agreement shall be the property of CITY, but CONSULTANT may retain and use copies thereof.

CITY shall not be limited, in any way, in its use of said material, at any time, for work associated with Project. However, CONSULTANT shall not be responsible for damages resulting from the use of said material for work other than Project, including, but not limited to the release of this material to third parties for work other than on Project.

14. Hold Harmless/Indemnification

To the extent permitted by law (including, without limitation, California Civil Code section 2782.8), CONSULTANT agrees to indemnify, defend and hold harmless CITY, its officers and employees from any and all claims, demands, actions, causes of action, losses, damages, liabilities, known or unknown, and all costs and expenses, including reasonable attorneys' fees in connection with any injury or damage to persons or property to the extent arising out of any negligence, recklessness or willful misconduct of CONSULTANT, its officers, employees, agents, contractor, subcontractors or any officer, agent or employee thereof in relation to CONSULTANT's performance under this Agreement. Such defense and indemnification shall not apply in any instance of and to the extent caused by the sole negligence, recklessness or willful misconduct of CITY, its officers, employees, agents or representatives.

15. Insurance Requirements

CONSULTANT shall take out and maintain during the life of this Agreement policies of insurance as specified in Exhibit "C" attached and incorporated by reference, and shall provide all certificates and/or endorsements as specified in Exhibit "C."

16. No Third Party Beneficiary

This Agreement shall not be construed or deemed to be an agreement for the benefit of any third party or parties and no third party or parties shall have any claim or right of action hereunder for any cause whatsoever.

17. Notices

All notices required by this Agreement, other than invoices for payment which shall be sent directly to Accounts Payable, shall be in writing, and shall be personally delivered, sent by first class with postage prepaid, or sent by commercial courier, addressed as follows:

To CITY: Craig Mobeck, City Engineer
Department of Public Works
CITY OF SUNNYVALE
P. O. Box 3707
Sunnyvale, CA 94088-3707

To CONSULTANT: WHITLOCK & WEINBERGER TRANSPORTATION, INC. (W-TRANS)
Attn: Steve Fitzsimons
475 14th Street, Suite 290
Oakland, CA 94612

Nothing in this provision shall be construed to prohibit communication by more expedient means, such as by telephone or facsimile transmission, to accomplish timely communication. However, to constitute effective notice, written confirmation of a telephone conversation or an original of a facsimile transmission must be sent by first class mail, by commercial carrier, or hand-delivered. Each party may change the address by written notice in accordance with this paragraph. Notices delivered personally shall be deemed communicated as of actual receipt; mailed notices shall be deemed communicated as of three days after mailing, unless such date is a date on which there is no mail service. In that event communication is deemed to occur on the next mail service day.

18. Waiver

CONSULTANT agrees that waiver by CITY of any one or more of the conditions of performance under this Agreement shall not be construed as waiver(s) of any other condition of performance under this Agreement.

19. Amendments

No alterations or changes to the terms of this Agreement shall be valid unless made in writing and signed by both parties.

20. Integrated Agreement

This Agreement embodies the agreement between CITY and CONSULTANT and its terms and conditions. No verbal agreements or conversation with any officer, agent or employee of CITY prior to execution of this Agreement shall affect or modify any of the terms or obligations contained in any documents comprising this Agreement. Any such verbal agreement shall be considered as unofficial information and in no way binding upon CITY.

21. Conflict of Interest

CONSULTANT shall avoid all conflicts of interest, or appearance of conflict, in performing the services and agrees to immediately notify CITY of any facts that may give rise to a conflict of interest. CONSULTANT is aware of the prohibition that no officer of CITY shall have any interest, direct or indirect, in this Agreement or in the proceeds thereof. During the term of this Agreement CONSULTANT shall not accept employment or an obligation which is inconsistent or incompatible with CONSULTANT'S obligations under this Agreement.

22. California Agreement

This Agreement has been entered into in the State of California and this Agreement shall be governed by California law.

23. Records, Reports and Documentation

CONSULTANT shall maintain complete and accurate records of its operation, including any and all additional records required by CITY in writing. CONSULTANT shall submit to CITY any and all reports concerning its performance under this Agreement that may be requested by CITY in writing. CONSULTANT agrees to assist CITY in meeting CITY's reporting requirements to the state and other agencies with respect to CONSULTANT's work hereunder. All records, reports and documentation relating to the work performed under this Agreement shall be made available to City during the term of this Agreement.

24. Termination of Agreement

If CONSULTANT defaults in the performance of this Agreement, or materially breaches any of its provisions, CITY at its option may terminate this Agreement by giving written notice to CONSULTANT. If CITY fails to pay CONSULTANT, CONSULTANT at its option may terminate this Agreement if the failure is not remedied by CITY within thirty (30) days after written notification of failure to pay.

Without limitation to such rights or remedies as CITY shall otherwise have by law, CITY also shall have the right to terminate this Agreement for any reason upon ten (10) days' written notice to CONSULTANT. In the event of such termination, CONSULTANT shall be compensated in proportion to the percentage of services performed or materials furnished (in relation to the total which would have been performed or furnished) through the date of receipt of notification from CITY to terminate. CONSULTANT shall present CITY with any work product completed at that point in time.

25. Subcontracting

None of the services covered by this Agreement shall be subcontracted without the prior written consent of CITY. Such consent may be issued with notice to proceed if subcontract consultants are listed in the project work plan.

26. Fair Employment

CONSULTANT shall not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, condition of physical handicap, religion, ethnic background or marital status, in violation of state or federal law.

27. Changes

CITY or CONSULTANT may, from time to time, request changes in the terms and conditions of this Agreement. Such changes, which are mutually agreed upon by CITY and CONSULTANT, shall be incorporated in amendments to this Agreement.

28. Other Agreements

This Agreement shall not prevent either Party from entering into similar agreements with others.

29. Severability Clause

In case any one or more of the provisions contained herein shall, for any reason, be held invalid, illegal or unenforceable in any respect, it shall not affect the validity of the other provisions which shall remain in full force and effect.

30. Captions

The captions of the various sections, paragraphs and subparagraphs, of the contract are for convenience only and shall not be considered nor referred to for resolving questions of interpretation.

31. Entire Agreement; Amendment

This writing constitutes the entire agreement between the parties relating to the services to be performed or materials to be furnished hereunder. No modification of this Agreement shall be effective unless and until such modification is evidenced by writing signed by all parties.

32. Miscellaneous

Time shall be of the essence in this Agreement. Failure on the part of either party to enforce any provision of this Agreement shall not be construed as a waiver of the right to compel enforcement of such provision or any other provision. This Agreement shall be governed and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Agreement.

ATTEST:

CITY OF SUNNYVALE ("CITY")

By _____
City Clerk

By _____
City Manager

WHITLOCK & WEINBERGER TRANSPORTATION, INC. (W-TRANS)
("CONSULTANT")

By _____

APPROVED AS TO FORM:

Name/Title

City Attorney

By _____

Name/Title

Exhibit A

SCOPE OF WORK

Consultant services shall include, but are not limited to preliminary design, design development, bid documents, bidding support, and construction support services, as further detailed below.

A. Project Management and Meetings

W-Trans will be the party primarily responsible for managing the project's schedule and consultant contract budget. W-Trans staff will attend the following meetings: a kickoff meeting, up to three comment review meetings during design development, one internal handoff meeting, pre-construction, pre-final walk through, and final walk through meetings, three (3) field meetings, and a progress meeting. Action item logs will be prepared for subsequent follow-up after each meeting. The Project Manager will maintain frequent and timely communication with City staff throughout the duration of the project.

A project schedule will be prepared in Gantt chart format, utilizing Microsoft Project software. Four weeks for each City review will be included. The schedule will be updated monthly to show compliance with interim and final deadlines, and included as part of the monthly progress report.

W-Trans will host an FTP site throughout the project's duration for electronic file sharing.

W-Trans will hold a project kickoff meeting at City offices to review the scope and initial schedule, request information and available electronic files such as the Mary Avenue Concept Bike Layout plans (TJKM, 2010), As-Built files, and aerial photography. W-Trans will schedule other meetings to be held at City offices as discussed above.

B. Design Development

All submittals shall include hard copies (number specified below) and digital copies (PDF and native format) of all documents.

1. Preliminary Findings: W-Trans will perform an initial field review to identify and make recommendations for any portions of the alignment that do not fit the standard cross sections provided in the RFP. The field review will also include an evaluation of existing pavement conditions. Findings communicated to the City will confirm pavement resurfacing treatments outlined or recommend alternate treatments. Careful consideration will be given to improvements that trigger a need for ADA upgrades such as ramp replacement. It is our understanding that a slurry seal, restriping, or traffic signal detection change from loops to video do not trigger compliance with ADA. The segment of Mary Ave that will receive wedge grinds and a 1.5" hot mix asphalt overlay as its pavement rehabilitation treatment will require curb ramp upgrades to comply with current ADA requirements. Any curb ramp design will comply with Caltrans Revised Standard Plans (RSP) A88A and A88B. Pavement repair or overlay will be designed as outlined in the W-Trans proposal to the City. Cut-sheets for a single-camera video detection system will be submitted. City comments on the cut sheets will be requested to either approve the single-camera option for use on the project or eliminate it from further consideration. Findings will be documented in a brief memo with sketches made from aerial photographs and line work to show recommendations.

2. 30% Submittal: (Three (3) 22" x 34" hard copies and two (2) half-size hard copies of plans will be submitted together with digital copies of all documents in PDF and their native formats.)

- a. Cover sheet and plan sheets with base mapping and preliminary details.
- b. Design sheets for El Camino Real/Mary Avenue at the 75% level of completion for the Caltrans permit submittal, for Evelyn Avenue/Mary Avenue if required for the JPB or VTA

permit submittal, and for Central Expressway/Mary Avenue if required for the Santa Clara County permit submittal.

- c. Cut sheets for equipment/appurtenances
- d. Documentation of outreach with franchise utility companies for facilities needed to be relocated or adjusted to grade as a result of the proposed construction activities
- e. Documentation of outreach with other affected agencies, including but not limited to Caltrans, Caltrain/JPB, the County of Santa Clara, etc. A copy of the Caltrans permit application for City signature, along with seven copies of the pertinent plans for submittal to Caltrans.
- f. Project schedule update
- g. Construction cost estimate
- h. Table of Contents list for technical specifications

Coordination and preparation of documentation to facilitate permits and outreach with utility companies, regulatory agencies, and other stakeholders will also be the responsibility of the consultant. A copy of the 30% submittal will be sent to utility companies to request record information. It is assumed that all permits will be signed and submitted by the City and all permit fees paid by the City.

3. *75% Submittal:* The intent of this submittal is to provide plans and project documents in sufficient detail to allow for thorough and complete review. (Six (6) 24" x 36" hard copies and one (1) half-size hard copy of plans, and six (6) hard copies of specifications will be submitted along with digital copies of all documents in PDF and their native formats.)

After receipt of comments from the City on the 30% submittal, potholing will be completed at each location where a new traffic signal pole is to be installed. It is assumed for this scope of work that five potholes will be required, based on the estimate in the Request for Proposal. Potholing will include obtaining information about potential utility conflicts with proposed traffic signal foundations and restoring each pothole site to a similar condition.

- a. *75% Plans:* All project work and details shall be accounted for in this submittal. Preparation of the following sheets is assumed:
 - Title sheet with vicinity map
 - Notes sheet
 - Pavement improvement plans (two strips per sheet at 1" = 40' scale, 7 sheets total)
 - Curb Ramp Modification Plans (2 sheets total)..
 - Striping plans (7 sheets total)
 - Traffic signal modification plans (12 intersections, 2 sheets each, 24 sheets total: this is assuming that traffic signal modification plans will not be required for Central Expressway)

Curb ramp designs shall utilize field measurements, aerials, and schematic line work to display the location and orientation of the ramps.

- b. *75% specifications:*
 - Technical specifications

- Special provisions with recommended revisions in track changes format, to include the following:
 - ❖ Bid item descriptions and measurement and payment provisions;
 - ❖ A list of minimum submittals required during construction;
 - ❖ A list of information available to Bidders, with disclaimers;
 - ❖ A list of all items requiring warranties and the associated warranty periods;
- and
 - ❖ A list of required tests for the project.
- c. Project schedule update
- d. 75% construction cost estimate in the form of the bid schedule
- e. A matrix identifying conflicts that have been resolved or a timeline for resolution of remaining issues.
- f. Memo with responses to the City's review comments on the 30% submittal, along with return of mark-ups.
- g. Other supporting documentation as necessary

4. *100% Submittal:* All issues, prior comments, and concerns must be addressed in this submittal. (Six (6) 24" x 36" hard copies and one (1) half-size hard copy of the plans, six (6) hard copies of the specifications and digital copies of all documents in PDF and their native formats will be submitted.)

- a. 100% plans
 - Peer review shall have been accomplished by this stage, with the statement and signature on the cover sheet.
- b. 100% specifications
 - Reviewed bid instructions
 - Finalized special provisions including required submittals
 - Finalized technical specifications
- c. Project schedule update
- d. 100% construction cost estimate
- e. Responses to the City's review comments on the 75% submittal, along with return of mark-ups.
- f. Other supporting documentation as necessary

C. Bid Package

The bid package will be finalized upon incorporation of the City's final comments from the 100% submittal and Consultant's internal peer review.

Copies of each of the documents listed below will be submitted along with digital files in PDF and native format of each document:

1. One hard copy of full-sized plans (24" x 36"), stamped and signed on each sheet by the Engineer of Record and by discipline.
2. One hard copy of the specifications, printed single-sided only.
 - a. One hard copy of the special provisions, printed single-sided only.
 - b. One hard copy of the technical specifications, with the cover sheet stamped and signed by all necessary disciplines.
3. One hard copy of the final project schedule update.
4. One hard copy of the final construction cost estimate.

D. Bidding Services

W-Trans will assist the City in responding to all bidders' requests for information (RFIs), support the City's coordination efforts to inform plan-holders of significant responses to RFIs and prepare addenda as necessary. During bidding, all proposers' communications will be directed through the City's Purchasing Officer.

E. Construction Support Services

The City's construction management staff will have primary responsibility for construction management and inspection. W-Trans's point of contact will be the City's construction manager, not the contractor.

The following is a list of services and submittals required.

1. Attend and prepare information for an internal hand-off meeting from the design team to the construction management team. Consultant shall be prepared to address possible construction pitfalls and items for the construction management team to be aware of (special working hours, shortened timelines for submittal reviews, etc.).
2. Attend the pre-construction meeting.
3. Attend three (3) periodic construction progress meetings.
4. Attend pre-final walk through.
5. Participate in the final inspection and development of punch lists.
6. Respond to all RFIs, including clarifying or providing revisions or additional detail where necessary on the plans and specifications. Responses to RFIs shall be timely in order to avoid construction delays and claims.
7. Review and respond to all submittals within the period allocated in the contract documents and as necessary to avoid construction delays and claims.
8. Review proposed substitutions, if any, for conformance to plans and technical specifications.
9. Review and make recommendations on proposed changes to the contract (Request for Quotations and Contract Change Orders). Revising drawings to reflect approved contract changes will typically be provided as part of Record Drawings.

10. Prepare Record Drawings based upon red-lines provided by the contractor and field reviews. The Record Drawings will be prepared digitally, using AutoCAD. Final Record Drawings will be submitted electronically, in PDF and CAD format.
11. Participate in the “Lessons Learned Meeting” with all parties at the end of the project.

Exclusions: The scope of services includes only those items that are specifically identified above. Any additional services, including environmental studies, public meetings, or topographic survey, if needed, would be provided on a time and materials basis after receiving written authorization for the extra work.

Exhibit "A-1"

Project Schedule

A detailed schedule is provided below in bar chart format. It is focused on meeting the Transportation Development Act schedule deadline of July 2016 for completion of all work. It also accommodates the City's request for four weeks of review time for each submittal.

Our tools to monitor the schedule include an initial project setup with all interim and final deadlines entered into MS Outlook Tasks. This practice provides frequent schedule status reminders and the opportunity to correct the schedule if possible, or notify the City in a very timely manner if no corrections are possible.

We will relay the progress on our deadlines to the City in each monthly progress report, which will include a statement of the tasks completed each month, and an updated schedule if needed.

| Task | Apr-15 | May-15 | Jun-15 | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | Jan-16 | Feb-16 | Mar-16 | Apr-16 | May-16 | Jun-16 | Jul-16 | Aug-16 |
|------------------------------|-------------|--------|--------|-----------------|--------|--------|------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Notice to Proceed | | | | | | | | | | | | | | | | | |
| A. Project Mgmt and Meetings | | * | | | | | | | | | | | | | | | |
| B1. Preliminary Findings | | ◇ # | * ◇ | | | | | | | | | | | | | | |
| B2. 30% Submittal | | | | ◇ | # * | | | | | | | | | | | | |
| Permit Applications | | | | | ◇ | | ◇ | | ◇ | ◇ | | | | | | | |
| B3. 75% Submittal | | | | | | | ◇ | # * | | | | | | | | | |
| B4. 100% Submittal | | | | | | | | | ◇ | # * | | | | | | | |
| C. Bid Package | | | | | | | | | | | ◇ | | | | | | |
| D. Bidding Services | | | | | | | | | | | | | | | | | |
| E. Construction Services | | | | | | | | | | | | | * | * | * | * ◇ | |
| Project Closeout | | | | | | | | | | | | | | | | | * |
| LEGEND: | * = meeting | | | ◇ = deliverable | | | # = review | | | | | | | | | | |



| Exhibit B - Compensation | | | | | | | | | | | | | |
|---|--|--------------------------------------|-----------------------|--------------|------------|----------|--------------------|-----------------|-------------------------------|-----------------------|-----------------|--------|-----------|
| W-Trans and CSG Consultants | | | | | | | | | Request for Proposals #F15-52 | | | | |
| RESOURCE ALLOCATION ESTIMATE - 04/2/2015 | | | | | | | | | | | | | |
| Task Description | W-Trans | | | | | | CSG | | | | | | |
| | Dalene Whitlock/ Principal Engineer | Steve Fitzsimons/ Project Manager | Associate Engineer | CAD Designer | Tech/Admin | Expenses | Principal Engineer | Senior Engineer | Associate Engineer | Assistant Engineer | Design Engineer | Totals | |
| Category | \$230 | \$205 | \$120 | \$90 | \$90 | 1 | \$175 | \$160 | \$140 | \$120 | \$110 | Hours | Cost |
| Task A - Project Management & Coordination | | | | | | | | | | | | | |
| Kick Off Meeting | | 4 | 6 | | | \$24 | | 3 | | | | 13 | \$2,044 |
| Project Setup and On Going Coordination | 2 | 16 | | | | \$72 | | 8 | | | | 26 | \$5,092 |
| Review Meetings and Minutes | | 24 | 22 | | | \$24 | | 9 | | | | 55 | \$9,024 |
| Subtotal - Task A | 2 | 44 | 28 | 0 | 0 | \$120 | 0 | 20 | 0 | 0 | 0 | 94 | \$16,160 |
| Task B - Preliminary Findings, 30%, 75%, and 100% Submittal | | | | | | | | | | | | | |
| 30% Basemapping | | 1 | 5 | 40 | | \$120 | | 1 | 8 | 16 | | 71 | \$7,725 |
| Preliminary Assessment | 1 | 8 | 16 | 16 | 4 | | | 8 | 24 | 36 | | 113 | \$14,550 |
| 30% Pavement Design Report and Plans | 6 | 26 | 60 | 90 | 2 | \$562 | | 12 | | 32 | | 228 | \$28,512 |
| Potholing | | 1 | | | 4 | \$27,563 | | | | | | 5 | \$28,128 |
| 75% Field Assessments | | 4 | | | | | | | | 6 | | 10 | \$1,540 |
| 75% Specifications | 2 | 4 | | | 4 | | | 4 | | | | 14 | \$2,280 |
| 75% Plans | 2 | 14 | 20 | 80 | | \$314 | | 6 | | 44 | | 166 | \$19,484 |
| 75% Estimate | 1 | 2 | | 12 | | | | 3 | | 6 | | 24 | \$2,920 |
| 100% Field Assessments | | 2 | | | | | | | | 8 | | 10 | \$1,370 |
| 100% Specifications | 1 | 6 | | | 2 | | | 3 | | | | 12 | \$2,120 |
| 100% Plans | 3 | 8 | 16 | 38 | | \$250 | | 5 | | 24 | | 94 | \$11,600 |
| 100% Estimate | 1 | 2 | | 4 | | | | 1.5 | | 6 | | 14.5 | \$1,960 |
| Subtotal - Task B | 17 | 78 | 117 | 280 | 16 | \$28,809 | | 43.5 | 32 | 178 | 0 | 761.5 | \$122,189 |
| Task C - Bid Package | | | | | | | | | | | | | |
| Final Specifications | 1 | 2 | 2 | | 5 | \$28 | 0.5 | 3 | | | | 13.5 | \$1,926 |
| Final Plans | 3 | 7 | 10 | 40 | | \$1,312 | 1 | 2 | | 10 | | 73 | \$9,932 |
| Final Estimate | 1 | 2 | 2 | 6 | | \$24 | 0.5 | 1 | | 2 | | 14.5 | \$1,932 |
| Subtotal - Task C | 5 | 11 | 14 | 46 | 5 | \$1,364 | 2 | 6 | 0 | 12 | 0 | 101 | \$13,789 |
| Task D - Bid Services | | | | | | | | | | | | | |
| Preparation of addenda | 1 | 5 | 13 | 24 | | \$32 | | 8 | | | | 51 | \$6,287 |
| Respond to bidder's questions | 1 | 8 | 10 | | | | | 8 | | | | 27 | \$4,350 |
| Subtotal - Task D | 2 | 13 | 23 | 24 | 0 | \$32 | 0 | 16 | 0 | 0 | 0 | 78 | \$10,637 |
| Task E - Construction Support Services | | | | | | | | | | | | | |
| Meetings | | 16 | 4 | | | \$100 | | 16 | | | | 36 | \$6,420 |
| Submittal response | | 8 | 8 | | | | | 10 | | | | 26 | \$4,200 |
| RFI and CCO response | 4 | 16 | 16 | 10 | | | | 20 | | | 8 | 74 | \$11,100 |
| Record Drawing preparation | 1 | 3 | | 24 | | | | 4 | | | 16 | 48 | \$5,405 |
| Subtotal - Task E | 5 | 43 | 28 | 34 | 0 | \$100 | 0 | 50 | 0 | 0 | 24 | 184 | \$27,125 |
| Total Tasks A - E | 31 | 189 | 210 | 384 | 21 | \$30,425 | 2 | 135.5 | 32 | 190 | 24 | 1140.5 | \$189,900 |
| TOTAL FEE / BUDGET | | | | | | | | | | | | | \$189,900 |

EXHIBIT "C"
INSURANCE REQUIREMENTS FOR CONSULTANTS

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work by the Consultant, his agents, representatives, or employees.

Minimum Scope and Limits of Insurance Consultant shall maintain limits no less than:

1. **Commercial General Liability**: \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury, personal injury and property damage. ISO Occurrence Form CG 0001 or equivalent is required.
2. **Automobile Liability**: \$1,000,000 per accident for bodily injury and property damage. ISO Form CA 0001 or equivalent is required.
3. **Workers' Compensation** Statutory Limits and **Employer's Liability**: \$1,000,000 per accident for bodily injury or disease.
4. **Errors and Omissions** Liability Insurance appropriate to the Consultant's Profession: \$1,000,000 per occurrence.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared and approved by the City of Sunnyvale. The consultant shall guarantee payment of any losses and related investigations, claim administration and defense expenses within the deductible or self-insured retention.

Other Insurance Provisions

The **general liability** policy shall contain, or be endorsed to contain, the following provisions:

1. The City of Sunnyvale, its officials, employees, agents and volunteers are to be covered as additional insureds with respects to liability arising out of activities performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the City of Sunnyvale, its officers, employees, agents or volunteers.
2. For any claims related to this project, the Consultant's insurance shall be primary. Any insurance or self-insurance maintained by the City of Sunnyvale, its officers, officials, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City of Sunnyvale, its officers, officials, employees, agents or volunteers.
4. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City of

Sunnyvale.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of not less than A:VII, unless otherwise acceptable to the City of Sunnyvale.

Verification of Coverage

Consultant shall furnish the City of Sunnyvale with original a Certificate of Insurance effecting the coverage required. The certificates are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates are to be received and approved by the City of Sunnyvale prior to commencement of work.



City of Sunnyvale

Agenda Item

15-0436

Agenda Date: 5/5/2015

REPORT TO COUNCIL

SUBJECT

Award of Bid No. PW15-19 for Traffic Signal Modification - Sunnyvale-Saratoga Road at Fremont Avenue and Award of Bid No. PW15-20 for Traffic Signal Modification - Mathilda Avenue at Maude Avenue, and Finding of CEQA Categorical Exemption

REPORT IN BRIEF

Approval is requested to award two construction contracts to Pacific Electric Contracting, Inc., of San Jose as follows: one for Bid No. PW15-19 for Traffic Signal Modification - Sunnyvale-Saratoga Road at Fremont Avenue (Public Works Project No. TR-13/05-14) in the amount of \$221,098, and one for Bid No. PW15-20 for Traffic Signal Modification - Mathilda Avenue at Maude Avenue (Public Works Project No. TR-13/04-14) in the amount of \$212,604. Approval is also requested for award of a 10% construction contingency on each project; \$22,109 for PW15-19 and \$21,260 for PW15-20.

These projects are federally-funded and administered by the State, as more fully described below.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) determination for these projects is a categorical exemption for existing facilities pursuant to Class 1 Section 15301(a).

BACKGROUND AND DISCUSSION

Both of these projects will provide for traffic safety improvements at the identified intersections. Construction includes installing new signal backplates with a yellow reflective stripe to enhance the visibility of the traffic signals, radar speed feedback signs, removing/salvaging the existing safety light fixtures and replacing them with new LED fixtures, and removing/salvaging the existing ADA pedestrian push buttons and replacing them with new accessible pedestrian signal push buttons.

The City of Sunnyvale has been awarded California Highway Safety Improvement Program (HSIP) grants for these two intersections. Sunnyvale-Saratoga at Fremont was awarded \$230,100 in HSIP funding which, combined with \$78,500 in City matching funds, creates a total of \$308,600 to design and construct the project. Mathilda at Maude was awarded \$284,100 in HSIP funding, and has a City match in the amount of \$59,000, for a total of \$343,600. The terms of the grant required that the City separately bid the projects. Grant funds in excess of the construction costs are allocated for design (already complete), construction management, and then post-construction asphalt testing and site inspection. It is expected that the grant funds will be fully expended.

The Invitations for Bids were issued as follows:

Bid Notice: Advertised in The Sun on March 6, 2015;
 Provided to 18 Bay Area Builder's Exchanges;

Posted on Onvia Demandstar public procurement network; and
Published on the City's website.

Bid Response: 11 contractors requested bid documents

Bid Results: Sealed bids were publicly opened on March 6, 2015;
5 responsive bids were received for each project.

The lowest responsive and responsible bids were from Pacific Electric Contracting, Inc. as follows: PW15-19 (Traffic Signal Modification - Sunnyvale-Saratoga at Fremont) in the amount of \$221,098, which is approximately 3% below the engineer's estimate of \$228,000, and PW15-20 (Traffic Signal Modification - Mathilda at Maude) in the amount of \$212,604, which is approximately 5% below the engineer's estimate of \$223,000. The Bid Summaries are attached. Staff recommends accepting the bids from Pacific Electric Contracting, Inc., the lowest responsive and responsible bidder. Staff also recommends the award of a 10% construction contingency for each project.

FISCAL IMPACT

Project costs are as follows:

PW15-19 (Traffic Signal Modification - Sunnyvale-Saratoga Road at Fremont Avenue)

| | |
|--------------------------------|-----------------|
| Construction | \$221,098 |
| Construction contingency (10%) | <u>\$22,109</u> |
| Total cost | \$243,207 |

PW15-20 (Traffic Signal Modification - Mathilda Avenue at Maude Avenue)

| | |
|--------------------------------|-----------------|
| Construction | \$212,604 |
| Construction contingency (10%) | <u>\$21,260</u> |
| Total cost | \$233,864 |

Budgeted funds are available in Capital Projects 829920 (Sunnyvale-Saratoga Road/Fremont Avenue Safety Improvements) and 829910 (Mathilda Avenue/Maude Avenue Safety Improvements), funded by Federal transportation monies distributed through California Highway Safety Improvement Program (HSIP) grants, with local matching funds from the Traffic Mitigation Subfund of the Capital Projects Fund.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

RECOMMENDATION

1) Make finding of CEQA categorical exemption for existing facilities pursuant to Class 1, Section 15301(a) for both projects; 2) Award a contract, in substantially the same format as Attachment 3 to the report and in the amount of \$221,098 to Pacific Electric Contracting, Inc. for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been

met; 3) Award a contract, in substantially the same format as Attachment 4 to the report and in the amount of \$212,604 to Pacific Electric Contracting, Inc. for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met; and 4) Approve 10% construction contingencies for both projects as follows: \$22,109 for Sunnyvale-Saratoga at Fremont and \$21,260 for Mathilda at Maude.

Prepared by: Pete Gonda, Purchasing Officer
Reviewed by: Grace K. Leung, Director, Finance
Reviewed by Manuel Pineda, Director, Public Works
Reviewed by: Robert A. Walker, Assistant City Manager
Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Bid Summary (Traffic Signal Modification - Sunnyvale-Saratoga Road at Fremont Avenue)
2. Bid Summary (Traffic Signal Modification - Mathilda Avenue at Maude Avenue)
3. Draft General Construction Contract (Traffic Signal Modification - Sunnyvale-Saratoga Road at Fremont Avenue)
4. Draft General Construction Contract (Traffic Signal Modification - Mathilda Avenue at Maude Avenue)

BID SUMMARY

Attachment 1

| | | | | | | | | | | | | | |
|---------------------------------|--|-----|-----|------------------------------------|---------------------|-------------------------|---------------------|--|---------------------|-----------------------------------|---------------------|--|---------------------|
| | | | | | | | | | | | | | |
| | Invitation for Bids No. PW15-19 | | | | | | | | | | | | |
| | Traffic Signal Modification - Sunnyvale-Saratoga Road At Fremont Avenue | | | | | | | | | | | | |
| | Public Works Project No. TR-13/05-14 | | | | | | | | | | | | |
| Bidder | | | | Pacific Electric Contracting, Inc. | | Columbia Electric, Inc. | | St Francis Electric, Inc. | | Tennyson Electric, Inc. | | Aegis ITS, Inc. | |
| Address | | | | 330 Phelan Avenue | | 1980 Davis Street | | 975 Carden Street | | 7275 National Drive | | 1810 Oakland Road, Suite E | |
| | | | | San Jose, CA 95112 | | San Leandro, CA 94577 | | San Leandro, CA 94577 | | Livermore, CA 94550 | | San Jose, CA 95113 | |
| Contact | | | | Frank J. Camacho Jr. | | JoAnne Scruggs | | Guy Smith | | Michael Tennyson | | John Cane | |
| BID ITEMS | | UOM | QTY | Unit Price | Total | Unit Price | Total | Unit Price | Total | Unit Price | Total | Unit Price | Total |
| 1. Changeable Message Sign | | LS | 1 | \$66,230.00 | \$66,230.00 | \$90,000.00 | \$90,000.00 | \$1,250.00 | \$1,250.00 | \$77,450.00 | \$77,450.00 | \$258,795.45 | \$258,795.45 |
| 2. Traffic Signal Modifications | | LS | 1 | \$93,643.00 | \$93,643.00 | \$75,400.00 | \$75,400.00 | \$179,000.00 | \$179,000.00 | \$228,025.00 | \$228,025.00 | \$45,111.79 | \$45,111.79 |
| 3. Traffic Signal Retiming | | LS | 1 | \$33,725.00 | \$33,725.00 | \$28,000.00 | \$28,000.00 | \$35,000.00 | \$35,000.00 | \$35,500.00 | \$35,500.00 | \$30,389.31 | \$30,389.31 |
| 4. Mobilization | | LS | 1 | \$9,000.00 | \$9,000.00 | \$20,000.00 | \$20,000.00 | \$10,000.00 | \$10,000.00 | \$5,000.00 | \$5,000.00 | \$6,463.06 | \$6,463.06 |
| 5. Traffic Control System | | LS | 1 | \$18,500.00 | \$18,500.00 | \$15,000.00 | \$15,000.00 | \$5,000.00 | \$5,000.00 | \$8,500.00 | \$8,500.00 | \$22,754.67 | \$22,754.67 |
| BID TOTAL | | | | | \$221,098.00 | | \$228,400.00 | | \$230,250.00 | | \$354,475.00 | | \$363,514.28 |
| Surety | | | | 10% Bid Bond | | 10% Bid Bond | | 10% Bid Bond | | 10% Bid Bond | | 10% Bid Bond | |
| License | | | | Class "A" | | Class "A" | | Class "C-10, A" | | Class "C-10, A" | | Class "C-10" | |
| Subs | | | | None | | None | | Statewide Traffic Safety And Sign-CMS-Boards/Traffic Control | | Aegis ITS-Testing | | Colebank Construction-Foundation Auger Works & Existing Foundation Removal | |
| | | | | | | | | | | American Portable Welding-Welding | | TransCore-SCATS, Retiming | |
| | | | | | | | | | | Chrisp Company-Striping | | Hernandez Engineering-Traffic Control | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

ATTACHMENT 2

[illegible]

**DRAFT
GENERAL CONSTRUCTION CONTRACT**

THIS CONTRACT dated _____ is by and between the CITY OF SUNNYVALE, a municipal corporation of the State of California ("Owner") and PACIFIC ELECTRIC CONTRACTING, INC., a California corporation ("Contractor").

RECITALS:

The parties to this Contract have mutually covenanted and agreed, as follows:

1. **The Contract Documents.** The complete Contract consists of the following documents: Notice Inviting Bids; Instructions to Bidders; Performance Bond and Payment Bond; Guaranty; City of Sunnyvale Standard Specifications for Public Works Construction, 2006 Edition; City of Sunnyvale Standard Details for Public Works Construction, 2006 Edition; Plans and Specifications, "Traffic Signal Modification – Sunnyvale-Saratoga Road at Fremont Avenue, Project No. TR-13/05-14, Federal Aid Project No. HSIP-5213(048), Invitation for Bids No. PW15-19", including One (1) Addendum ; OSHA, and other standards and codes as outlined in the Specifications. These documents are all incorporated by reference. The documents comprising the complete contract are collectively referred to as the Contract Documents.

Any and all obligations of the Owner and the Contractor are fully set forth and described therein.

All of the above documents are intended to work together so that any work called for in one and not mentioned in the other or vice versa is to be executed the same as if mentioned in all documents.

2. **The Work.** Contractor agrees to furnish all tools, equipment, apparatus, facilities, labor, transportation, and material necessary to perform and complete the project in a good and workmanlike manner. The work consist(s) of modification of traffic signal equipment at Sunnyvale-Saratoga Road and Fremont Avenue, accessible pedestrian signal push buttons, yellow reflective backplates, and LED safety lighting fixtures, installing two changeable message signs on a new pole and removing and salvaging two street light poles as called for, and in the manner designated in, and in strict conformity with, the Plans and Specifications prepared by TJKM and adopted by the Owner. These Plans and Specifications are entitled respectively, Traffic Signal Modification – Sunnyvale-Saratoga Road at Fremont Avenue, Project No. TR-13/05-14.

It is understood and agreed that the work will be performed and completed as required in the Plans and Specifications under the sole direction and control of the Contractor, and subject to inspection and approval of the Owner, or its representatives. The Owner hereby designates as its representative for the purpose of this contract the Senior Civil Engineer for Construction or an employee of the Owner who will be designated in writing by the Director of Public Works.

3. Contract Price. The Owner agrees to pay and the Contractor agrees to accept, in full payment for the work above agreed to be done, the sum of Two Hundred Twenty One Thousand Ninety Eight and NO/100 Dollars (\$221,098.00) subject to final determination of the work performed and materials furnished at unit prices per "Exhibit A" attached hereto and incorporated by this reference, and subject to additions and deductions in accordance, as provided in the Documents and in accordance with Contract Documents.

4. Permits; Compliance with Law. Contractor shall, at its expense, obtain all necessary permits and licenses, easements, etc., for the construction of the project, give all necessary notices, pay all fees required by law, and comply with all laws, ordinances, rules and regulations relating to the work and to the preservation of the public health and safety.

5. Inspection by Owner. Contractor shall at all times maintain proper facilities and provide safe access for inspection by the Owner to all parts of the work, and to the shops wherein the work is in preparation. Where the Specifications require work to be specially tested or approved, it shall not be tested or covered up without timely notice to the Owner of its readiness for inspection and without the approval thereof or consent thereto by the latter. Should any such work be covered up without such notice, approval, or consent, it must, if required by Owner, be uncovered for examination at the Contractor's expense.

6. Extra or Additional Work and Changes. Should Owner at any time during the progress of the work request any alterations, deviations, additions or omissions from the Specifications or Plans or other Contract Documents it shall be at liberty to do so, and the same shall in no way affect or make void the contract, but will be added to or deducted from the amount of the contract price, as the case may be, by a fair and reasonable valuation, agreed to in writing between the parties hereto. No extra work shall be performed or change be made unless in pursuance of a written order from the Director of Public Works or authorized representative, stating that the extra work or change is authorized and no claim for an addition to the contract sum shall be valid unless so ordered.

7. Time for Completion. All work under this contract shall be completed before the expiration One Hundred Twenty (120) working days from the date specified in the Notice to Proceed.

If Contractor shall be delayed in the work by the acts or neglect of Owner, or its employees or those under it by contract or otherwise, or by changes ordered in the work, or by strikes, lockouts by others, fire, unusual delay in transportation, unavoidable casualties or any causes beyond the Contractor's control, or by delay authorized by the Owner, or by any cause which the Owner shall decide to justify the delay, then the time of completion shall be extended for such reasonable time as the Owner may decide.

This provision does not exclude the recovery of damages for delay by either party under other provisions.

8. Inspection and Testing of Materials. Contractor shall notify Owner a sufficient time in advance of the manufacture or production of materials, to be supplied under this contract, in order that the Owner may arrange for mill or factory inspection

and testing of same, if Owner requests such notice from Contractor.

9. Termination for Breach, etc. If Contractor should file a bankruptcy petition and/or be judged bankrupt, or if Contractor should make a general assignment for the benefit of creditors, or if a receiver should be appointed on account of insolvency, or if Contractor or any subcontractors should violate any of the provisions of the Contract, Owner may serve written notice upon Contractor and its surety of Owner's intention to terminate the Contract. The notice shall contain the reasons for such intention to terminate the Contract, and, unless within ten days after serving such notice, such violation shall cease and satisfactory arrangements for correction thereof be made, upon the expiration of the ten days, the Contract shall cease and terminate. In the event of any such termination, Owner shall immediately serve written notice thereof upon the surety and the Contractor, and the surety shall have the right to take over and perform the Contract; provided, however that, if the surety within fifteen days after the serving upon it of notice of termination does not give Owner written notice of its intention to take over and perform the Contract or does not commence performance thereof within thirty days from the date of the serving of such notice, Owner may take over the work and prosecute the same to completion by contract or by any other method it may deem advisable, for the account and at the expense of Contractor, and Contractor and its surety shall be liable to Owner for any excess cost occasioned Owner thereby, and in such event Owner may without liability for so doing take possession of and utilize in completing the work, such materials, appliances, plant and other property belonging to Contractor as may be on the site of the work and necessary therefor.

10. Owner's Right to Withhold Certain Amounts and Make Application Thereof. In addition to the amount which Owner may retain under Paragraph 21 until the final completion and acceptance of all work covered by the Contract, Owner may withhold from payment to Contractor such amount or amounts as in its judgment may be necessary to pay just claims against Contractor or any subcontractors for labor and services rendered and materials furnished in and about the work. Owner may apply such withheld amount or amounts to the payment of such claims in its discretion. In so doing Owner shall be deemed the agent of Contractor and any payment so made by Owner shall be considered as a payment made under the Contract by Owner to the Contractor and Owner shall not be liable to Contractor for any such payment made in good faith. Such payment may be made without prior judicial determination of the claim or claims.

11. Notice and Service Thereof. All notices required pursuant to this Contract shall be communicated in writing, and shall be delivered in person, by commercial courier or by first class or priority mail delivered by the United States Postal Service. Transmission of notice by facsimile or by telephone may be deemed sufficient if the requirement for written notice is waived, in writing, by the receiving party. Notices delivered in person shall be deemed communicated as of actual receipt. Notices sent by mail or courier service shall be deemed communicated as of three days after mailing or dispatch, unless that date is a date on which there is no mail or delivery service, in which case communication shall be deemed to occur the next mail service or delivery day. The burden of proof of compliance with this requirement for written notice shall be on the sending party. All notices sent pursuant to this Contract shall be addressed as follows:

Owner: City of Sunnyvale
Department of Public Works
Construction Contract Administrator
P. O. Box 3707
Sunnyvale, CA 94088-3707

Contractor: Pacific Electric Contracting, Inc.
Attn: Frank J. Camacho Jr
330 Phelan Avenue
San Jose, CA 95112

12. Assignment of Contract. Neither the Contract, nor any part thereof, nor moneys due or to become due thereunder may be assigned by Contractor without the prior written approval of Owner.

13. Compliance with Specifications of Materials. Whenever in the Specifications, any material or process is indicated or specified by patent or proprietary name, or by name of manufacturer, such Specifications must be met by Contractor, unless Owner agrees in writing to some other material, process or article offered by Contractor which is equal in all respects to the one specified.

14. Contract Security. Contractor shall furnish a surety bond in an amount at least equal to 100 percent of the contract price as security for the faithful performance of this Contract. Contractor shall also furnish a separate surety bond in an amount at least equal to 100 percent of the contract price as security for the payment of all persons for furnishing materials, provisions, provender, or other supplies, or teams, used in, upon, for or about the performance of the work contracted to be done, or for performing any work or labor thereon of any kind, and for the payment of amounts due under the Unemployment Insurance Code with respect to such work or labor in connection with this Contract, and for the payment of a reasonable attorney's fee to be fixed by the court in case suit is brought upon the bond. Bonds shall be issued by an admitted surety insurer authorized to operate in the state of California.

15. Insurance. Contractor shall not commence work under this Contract until all insurance required under this paragraph has been obtained and such insurance has been approved by the Owner, nor shall Contractor allow any subcontractor to commence work on a subcontract until all similar insurance required of the subcontractor has been so obtained and approved. Contractor shall furnish the Owner with satisfactory proof of the carriage of insurance required, and there shall be a specific contractual liability endorsement extending the Contractor's coverage to include the contractual liability assumed by the Contractor pursuant to this Contract and particularly Paragraph 16 hereof. Any policy of insurance required of the Contractor under this Contract shall also contain an endorsement providing that thirty (30) days' notice must be given in writing to the Owner of any pending change in the limits of liability or of any cancellation or modification of the policy. Insurance carrier shall be California-admitted.

(a) Compensation Insurance and Employer's Liability Insurance. Contractor shall take out and maintain during the life of this Contract Workers' Compensation Insurance and Employer's Liability Insurance for all of employees employed at the site of the project and, in case any work is sublet, Contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance and Employer's Liability Insurance for all of the latter's employees unless such employees are covered by the protection afforded by Contractor.

In signing this Contract, Contractor makes the following certification, required by Section 1861 of the Labor Code:

"I am aware of the provision 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 of this contract."

(b) General and Automobile Liability Insurance. Contractor, at its own cost and expense, shall maintain personal injury liability and property damage insurance for the period covered by the Contract in the amount of Two Million Dollars (\$2,000,000.00) per occurrence and \$4,000,000 annual aggregate combined single limit coverage. Such coverage shall include, but shall not be limited to, protection against claims arising therefrom, and damage to property resulting from activities contemplated under this Contract, use of owned automobiles, products and completed operations, including U, C and X. Such insurance shall be with insurers and under forms of policies satisfactory in all respects to the Owner and shall provide that notice must be given to Owner at least thirty (30) days prior to cancellation or material change. The following endorsements shall be attached to the policy:

Policy shall cover on an "occurrence" basis. Policy must cover personal injuries as well as bodily injuries. Exclusion of contractual liability must be eliminated from personal injury endorsement. Broad form property damage endorsement must be attached. Owner is to be named as an additional insured on any contracts of insurance under this paragraph (b). Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of the Civil Code. The policies of insurance shall be considered primary insurance before any policies of insurance maintained by Owner.

16. Hold Harmless. Contractor agrees to defend, save, indemnify and hold harmless Owner and all its officers, employees, and agents, against any and all liability, claims, judgments, or demands, including demands arising from injuries or death of persons (Contractor's employees included) and damage to property, arising directly or indirectly out of the obligations herein undertaken or out of the operations conducted by Contractor, save and except claims or litigation arising through the active negligence or

willful misconduct of Owner, or of Owner's officials, agents, employees, servants, or independent contractors who are directly responsible to Owner. Contractor shall make good and reimburse Owner for any expenditures, including reasonable attorneys' fees, Owner may make by reason of such claim or litigation, and, if requested by Owner, Contractor shall defend any such suits at the sole cost and expense of Contractor.

17. Hours of Work. Eight hours of labor during any one calendar day and forty hours of labor during any one calendar week shall constitute the maximum hours of service upon all work done hereunder, and it is expressly stipulated that no laborer, worker, or mechanic employed at any time by the Contractor or by any subcontractor or subcontractors under this Contract, upon the work or upon any part of the work contemplated by this Contract, shall be required or permitted to work thereon more than eight hours during any one calendar day and forty hours during any one calendar week, except, as provided by Section 1815 of the Labor Code of the State of California, work performed by employees of contractors in excess of eight hours per day and forty hours during any one week shall be permitted upon public work upon compensation for all hours worked in excess of eight hours per day at not less than one and one-half times the basic rate of pay. It is further expressly stipulated that for each and every violation of Sections 1811-1815, inclusive, of the Labor Code of the State of California, all the provisions whereof are deemed to be incorporated herein, Contractor shall forfeit, as a penalty to Owner, fifty dollars (\$50.00) for each laborer, worker, or mechanic employed in the execution of this Contract by Contractor, or by any subcontractor under this Contract, for each calendar day during which the laborer, worker, or mechanic is required or permitted to work more than eight hours in any one calendar day and forty hours in any one calendar week in violation of the provisions of the Sections of the Labor Code.

Contractor, and each subcontractor, shall, in accordance with California Labor Code Section 1776 or as the same may be later amended, keep accurate payroll records showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with work under this agreement. Each payroll record shall contain or be verified by a written declaration under penalty of perjury, in accordance with Labor Code Section 1776(a). Such payroll records shall be made available at all reasonable times at the Contractor's principal office to the persons authorized to inspect such records pursuant to Labor Code Section 1776. A certified copy of all payroll records shall be made available for inspection or furnished upon request to a representative of the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the Department of Industrial Relations, as well as to the Owner's representative. In the event the Contractor or a Subcontractor fails to comply in a timely manner within ten days to a written notice requesting the records, such contractor or subcontractor shall forfeit twenty-five dollars (\$25.00) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated, in accordance with Labor Code Section 1776(g).

18. Wage Rates. Pursuant to the Labor Code of the State of California, or any applicable local law, Owner has ascertained the general prevailing rate per diem wages and rates for holidays, and overtime work in the city, for each craft, classification or type of laborer, worker, or mechanic needed to execute this Contract. Owner has adopted, by reference, the general prevailing rate of wages applicable to the work to be done under the Contract, as adopted and published by the Division of Labor Standards Enforcement and Labor Statistics and Research of the State of California, Department of Industrial Relations, to which reference is hereby made for a full and detailed description. A copy of the prevailing wage rates may be reviewed in the office of the Director of Public Works, City of Sunnyvale, 456 West Olive Avenue, Sunnyvale, California. Wage rates can also be obtained through the City's Website at <http://sunnyvale.ca.gov/Departments/Finance/Purchasing/prevailingwage.htm>. Neither the notice inviting bids nor this Contract shall constitute a representation of fact as to the prevailing wage rates upon which the Contractor or any subcontractor may base any claim against Owner.

It shall be mandatory upon Contractor and upon any subcontractor to pay not less than the specified rates to all laborers, workers, and mechanics employed in the execution of the Contract. It is further expressly stipulated that Contractor shall, as a penalty to Owner, forfeit fifty dollars (\$50.00) for each calendar day, or portion thereof, for each laborer, worker, or mechanic paid less than the stipulated prevailing rates for any work done under this Contract by Contractor or by any subcontractor; and Contractor agrees to comply with all provisions of Section 1775 of the Labor Code.

In case it becomes necessary for Contractor or any subcontractor to employ on the project under this Contract any person in a trade or occupation (except executives, supervisory, administrative, clerical, or other non-manual workers as such) for which no minimum wage rate is herein specified, Contractor shall immediately notify Owner who will promptly thereafter determine the prevailing rate for such additional trade or occupation and shall furnish Contractor with the minimum rate based thereon. The minimum rate thus furnished shall be applicable as a minimum for such trade or occupation from the time of the initial employment of the person affected and during the continuance of such employment.

19. Accident Prevention. Precaution shall be exercised at all times for the protection of persons (including employees) and property. The safety provisions of applicable laws, building and construction codes shall be observed. Machinery, equipment, and other hazards shall be guarded or eliminated in accordance with the safety provisions of the Construction Safety Orders issued by the Industrial Accident Commission of the State of California.

20. Contractor's Guarantee. Owner shall not, in any way or manner, be answerable or suffer loss, damage, expense or liability for any loss or damage that may happen to the building, work, or equipment or any part thereof, or in, on, or about the same during its construction and before acceptance. Contractor unqualifiedly guarantees the first-class quality of all workmanship and of all materials, apparatus, and equipment used or installed by Contractor or by any subcontractor or supplier in the project which is the subject of this Contract, unless a lesser quality is expressly

authorized in the Plans and Specifications, in which event Contractor unqualifiedly guarantees such lesser quality; and that the work as performed by Contractor will conform with the Plans and Specifications or any written authorized deviations therefrom. In case of any defect in work, materials, apparatus or equipment, whether latent or patent, revealed to Owner within one year of the date of acceptance of completion of this Contract by Owner, Contractor will forthwith remedy such defect or defects without cost to Owner.

21. Liquidated Damages. Time shall be the essence of this Contract. If Contractor fails to complete, within the time fixed for such completion, the entire work mentioned and described and contracted to be done and performed, Contractor shall become liable to Owner for liquidated damages in the sum of One Thousand and No/100 (\$1,000.00) for each and every calendar day during which work shall remain uncompleted beyond such time fixed for completion or any lawful extension thereof. The amount specified as liquidated damages is presumed to be the amount of damage sustained by Owner since it would be impracticable or extremely difficult to fix the actual damage; and the amount of liquidated damages may be deducted by Owner from moneys due Contractor hereunder, or its assigns and successors at the time of completion, and Contractor, or its assigns and successors at the time of completion, and its sureties shall be liable to Owner for any excess.

22. Additional Provisions.

None.

(Notice: The signatures of the Contractor's officers on this contract must be acknowledged before a notary.)

ACKNOWLEDGMENT

State of California)
County of)

On _____ before me, _____
personally appeared _____

personally known to me (or 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.

WITNESS my hand and official seal.

Signature _____

(SEAL)

EXHIBIT A
BID SCHEDULE

| Item | Description | Unit of Measure | QTY | Unit Price |
|-------------|--|------------------------|------------|-------------------|
| 1 | Changeable Message Sign | LS | 1 | \$66,230.00 |
| 2 | Traffic Signal Modifications at Sunnyvale-Saratoga/Fremont | LS | 1 | \$93,643.00 |
| 3 | Traffic Signal Retiming of SCATS | LS | 1 | \$33,725.00 |
| 4 | Mobilization | LS | 1 | \$9,000.00 |
| 5 | Traffic Control System | LS | 1 | \$18,500.00 |

Required Contract Provisions Federal-Aid Construction Contracts

(FWWA-1273- Revised May 1, 2012)

- I. General
- II. Nondiscrimination
- III. Nonsegregated Facilities
- IV. Davis-Bacon and Related Act Provisions
- V. Contract Work Hours and Safety Standards Act Provisions
- VI. Subletting or Assigning the Contract
- VII. Safety: Accident Prevention
- VIII. False Statements Concerning Highway Projects
- IX. Implementation of Clean Air Act and Federal Water Pollution Control Act
- X. Compliance with Governmentwide Suspension and Debarment Requirements
- XI. Certification Regarding Use of Contract Funds for Lobbying

ATTACHMENTS

A. Employment and Materials Preference for Appalachian Development Highway System or Appalachian Local Access Road Contracts (included in Appalachian contracts only)

I. GENERAL

1. Form FHWA-1273 must be physically incorporated in each construction contract funded under Title 23 (excluding emergency contracts solely intended for debris removal). The contractor (or subcontractor) must insert this form in each subcontract and further require its inclusion in all lower tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services).

The applicable requirements of Form FHWA-1273 are incorporated by reference for work done under any purchase order, rental agreement or agreement for other services. The prime contractor shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Form FHWA-1273 must be included in all Federal-aid design-build contracts, in all subcontracts and in lower tier subcontracts (excluding subcontracts for design services, purchase orders, rental agreements and other agreements for supplies or services). The design-builder shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Contracting agencies may reference Form FHWA-1273 in bid proposal or request for proposal documents, however, the Form FHWA-1273 must be physically incorporated (not referenced) in all contracts, subcontracts and lower-tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services related to a construction contract).

2. Subject to the applicability criteria noted in the following sections, these contract provisions shall apply to all work performed on the contract by the contractor's own organization and with the assistance of workers under the contractor's immediate superintendence and to all work performed on the contract by piecework, station work, or by subcontract.

3. A breach of any of the stipulations contained in these Required Contract Provisions may be sufficient grounds for withholding of progress payments, withholding of final payment, termination of the contract, suspension / debarment or any other action determined to be appropriate by the contracting agency and FHWA.

4. Selection of Labor: During the performance of this contract, the contractor shall not use convict labor for any purpose within the limits of a construction project on a Federal-aid highway unless it is labor performed by convicts who are on parole, supervised release, or probation. The term Federal-aid highway does not include roadways functionally classified as local roads or rural minor collectors.

II. NONDISCRIMINATION

The provisions of this section related to 23 CFR Part 230 are applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more. The provisions of 23 CFR Part 230 are not applicable to material supply, engineering, or architectural service contracts.

In addition, the contractor and all subcontractors must comply with the following policies: Executive Order 11246, 41 CFR 60, 29 CFR 1625-1627, Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), Title VI of the Civil Rights Act of 1964, as

amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

The contractor and all subcontractors must comply with: the requirements of the Equal Opportunity Clause in 41 CFR 60-1.4(b) and, for all construction contracts exceeding \$10,000, the Standard Federal Equal Employment Opportunity Construction Contract Specifications in 41 CFR 60-4.3.

Note: The U.S. Department of Labor has exclusive authority to determine compliance with Executive Order 11246 and the policies of the Secretary of Labor including 41 CFR 60, and 29 CFR 1625-1627. The contracting agency and the FHWA have the authority and the responsibility to ensure compliance with Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), and Title VI of the Civil Rights Act of 1964, as amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

The following provision is adopted from 23 CFR 230, Appendix A, with appropriate revisions to conform to the U.S. Department of Labor (US DOL) and FHWA requirements.

1. Equal Employment Opportunity: Equal employment opportunity (EEO) requirements not to discriminate and to take affirmative action to assure equal opportunity as set forth under laws, executive orders, rules, regulations (28 CFR 35, 29 CFR 1630, 29 CFR 1625-1627, 41 CFR 60 and 49 CFR 27) and orders of the Secretary of Labor as modified by the provisions prescribed herein, and imposed pursuant to 23 U.S.C. 140 shall constitute the EEO and specific affirmative action standards for the contractor's project activities under this contract. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) set forth under 28 CFR 35 and 29 CFR 1630 are incorporated by reference in this contract. In the execution of this contract, the contractor agrees to comply with the following minimum specific requirement activities of EEO:

a. The contractor will work with the contracting agency and the Federal Government to ensure that it has made every good faith effort to provide equal opportunity with respect to all of its terms and conditions of employment and in their review of activities under the contract.

b. The contractor will accept as its operating policy the following statement:

"It is the policy of this Company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, national origin, age or disability. Such action shall include: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the-job training."

2. EEO Officer: The contractor will designate and make known to the contracting officers an EEO Officer who will have the responsibility for and must be capable of effectively administering and promoting an active EEO program and who must be assigned adequate authority and responsibility to do so.

3. Dissemination of Policy: All members of the contractor's staff who are authorized to hire, supervise, promote, and discharge employees, or who recommend such action, or who are substantially involved in such action, will be made fully cognizant of, and will implement, the contractor's EEO policy and contractual responsibilities to provide EEO in each grade and classification of employment. To ensure that the above agreement will be met, the following actions will be taken as a minimum:

a. Periodic meetings of supervisory and personnel office employees will be conducted before the start of work and then not less often than once every six months, at which time the contractor's EEO policy and its implementation will be reviewed and explained. The meetings will be conducted by the EEO Officer.

b. All new supervisory or personnel office employees will be given a thorough indoctrination by the EEO Officer, covering all major aspects of the contractor's EEO obligations within thirty days following their reporting for duty with the contractor.

c. All personnel who are engaged in direct recruitment for the project will be instructed by the EEO Officer in the contractor's procedures for locating and hiring minorities and women.

d. Notices and posters setting forth the contractor's EEO policy will be placed in areas readily accessible to employees, applicants for employment and potential employees.

e. The contractor's EEO policy and the procedures to implement such policy will be brought to the attention of employees by means of meetings, employee handbooks, or other appropriate means.

4. Recruitment: When advertising for employees, the contractor will include in all advertisements for employees the notation: "An Equal Opportunity Employer." All such advertisements will be placed in publications having a large circulation among minorities and women in the area from which the project work force would normally be derived.

a. The contractor will, unless precluded by a valid bargaining agreement, conduct systematic and direct recruitment through public and private employee referral sources likely to yield qualified minorities and women. To meet this requirement, the contractor will identify sources of potential minority group employees, and establish with such identified sources procedures whereby minority and women applicants may be referred to the contractor for employment consideration.

b. In the event the contractor has a valid bargaining agreement providing for exclusive hiring hall referrals, the contractor is expected to observe the provisions of that agreement to the extent that the system meets the contractor's compliance with EEO contract provisions. Where implementation of such an agreement has the effect of discriminating against minorities or women, or obligates the contractor to do the same, such implementation violates Federal nondiscrimination provisions.

c. The contractor will encourage its present employees to refer minorities and women as applicants for employment. Information and procedures with regard to referring such applicants will be discussed with employees.

5. Personnel Actions: Wages, working conditions, and employee benefits shall be established and administered, and personnel actions of every type, including hiring, upgrading, promotion, transfer, demotion, layoff, and termination, shall be taken without regard to race, color, religion, sex, national origin, age or disability. The following procedures shall be followed:

a. The contractor will conduct periodic inspections of project sites to insure that working conditions and employee facilities do not indicate discriminatory treatment of project site personnel.

b. The contractor will periodically evaluate the spread of wages paid within each classification to determine any evidence of discriminatory wage practices.

c. The contractor will periodically review selected personnel actions in depth to determine whether there is evidence of discrimination. Where evidence is found, the contractor will promptly take corrective action. If the review indicates that the discrimination may extend beyond the actions reviewed, such corrective action shall include all affected persons.

d. The contractor will promptly investigate all complaints of alleged discrimination made to the contractor in connection with its obligations under this contract, will attempt to resolve such complaints, and will take appropriate corrective action within a reasonable time. If the investigation indicates that the discrimination may affect persons other than the complainant, such corrective action shall include such other persons. Upon completion of each investigation, the contractor will inform every complainant of all of their avenues of appeal.

6. Training and Promotion:

a. The contractor will assist in locating, qualifying, and increasing the skills of minorities and women who are applicants for employment or current employees. Such efforts should be aimed at developing full journey level status employees in the type of trade or job classification involved.

b. Consistent with the contractor's work force requirements and as permissible under Federal and State regulations, the contractor shall make full use of training programs, i.e., apprenticeship, and on-the-job training programs for the geographical area of contract performance. In the event a special provision for training is provided under this contract, this subparagraph will be superseded as indicated in the special provision. The contracting agency may reserve training positions for persons who receive welfare assistance in accordance with 23 U.S.C. 140(a).

c. The contractor will advise employees and applicants for employment of available training programs and entrance requirements for each.

d. The contractor will periodically review the training and promotion potential of employees who are minorities and women and will

encourage eligible employees to apply for such training and promotion.

7. Unions: If the contractor relies in whole or in part upon unions as a source of employees, the contractor will use good faith efforts to obtain the cooperation of such unions to increase opportunities for minorities and women. Actions by the contractor, either directly or through a contractor's association acting as agent, will include the procedures set forth below:

a. The contractor will use good faith efforts to develop, in cooperation with the unions, joint training programs aimed toward qualifying more minorities and women for membership in the unions and increasing the skills of minorities and women so that they may qualify for higher paying employment.

b. The contractor will use good faith efforts to incorporate an EEO clause into each union agreement to the end that such union will be contractually bound to refer applicants without regard to their race, color, religion, sex, national origin, age or disability.

c. The contractor is to obtain information as to the referral practices and policies of the labor union except that to the extent such information is within the exclusive possession of the labor union and such labor union refuses to furnish such information to the contractor, the contractor shall so certify to the contracting agency and shall set forth what efforts have been made to obtain such information.

d. In the event the union is unable to provide the contractor with a reasonable flow of referrals within the time limit set forth in the collective bargaining agreement, the contractor will, through independent recruitment efforts, fill the employment vacancies without regard to race, color, religion, sex, national origin, age or disability; making full efforts to obtain qualified and/or qualifiable minorities and women. The failure of a union to provide sufficient referrals (even though it is obligated to provide exclusive referrals under the terms of a collective bargaining agreement) does not relieve the contractor from the requirements of this paragraph. In the event the union referral practice prevents the contractor from meeting the obligations pursuant to Executive Order 11246, as amended, and these special provisions, such contractor shall immediately notify the contracting agency.

8. Reasonable Accommodation for Applicants / Employees with Disabilities:

The contractor must be familiar with the requirements for and comply with the Americans with Disabilities Act and all rules and regulations established there under. Employers must provide reasonable accommodation in all employment activities unless to do so would cause an undue hardship.

9. Selection of Subcontractors, Procurement of Materials and Leasing of Equipment: The contractor shall not discriminate on the grounds of race, color, religion, sex, national origin, age or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall take all necessary and reasonable steps to ensure nondiscrimination in the administration of this contract.

a. The contractor shall notify all potential subcontractors and suppliers and lessors of their EEO obligations under this contract.

b. The contractor will use good faith efforts to ensure subcontractor compliance with their EEO obligations.

10. Assurance Required by 49 CFR 26.13(b):

a. The requirements of 49 CFR Part 26 and the State DOT's U.S. DOT-approved DBE program are incorporated by reference.

b. The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the contracting agency deems appropriate.

11. Records and Reports: The contractor shall keep such records as necessary to document compliance with the EEO requirements. Such records shall be retained for a period of three years following the date of the final payment to the contractor for all contract work and shall be available at reasonable times and places for inspection by authorized representatives of the contracting agency and the FHWA.

a. The records kept by the contractor shall document the following:

(1) The number and work hours of minority and non-minority group members and women employed in each work classification on the project;

(2) The progress and efforts being made in cooperation with unions, when applicable, to increase employment opportunities for minorities and women; and

(3) The progress and efforts being made in locating, hiring, training, qualifying, and upgrading minorities and women;

b. The contractors and subcontractors will submit an annual report to the contracting agency each July for the duration of the project, indicating the number of minority, women, and non-minority group employees currently engaged in each work classification required by the contract work. This information is to be reported on Form FHWA-1391. The staffing data should represent the project work force on board in all or any part of the last payroll period preceding the end of July. If on-the-job training is being required by special provision, the contractor will be required to collect and report training data. The employment data should reflect the work force on board during all or any part of the last payroll period preceding the end of July.

III. NONSEGREGATED FACILITIES

This provision is applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more.

The contractor must ensure that facilities provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex, or national origin cannot result. The contractor may neither require such segregated use by written or oral policies nor tolerate such use by employee custom. The contractor's obligation extends further to ensure that its employees are not assigned to perform their services at any location, under the contractor's control, where the facilities are segregated. The term "facilities" includes waiting rooms, work areas, restaurants and other eating areas, time clocks, restrooms, washrooms, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing provided for employees. The contractor shall provide separate or single-user restrooms and

necessary dressing or sleeping areas to assure privacy between sexes.

IV. DAVIS-BACON AND RELATED ACT PROVISIONS

This section is applicable to all Federal-aid construction projects exceeding \$2,000 and to all related subcontracts and lower-tier subcontracts (regardless of subcontract size). The requirements apply to all projects located within the right-of-way of a roadway that is functionally classified as Federal-aid highway. This excludes roadways functionally classified as local roads or rural minor collectors, which are exempt. Contracting agencies may elect to apply these requirements to other projects.

The following provisions are from the U.S. Department of Labor regulations in 29 CFR 5.5 "Contract provisions and related matters" with minor revisions to conform to the FHWA-1273 format and FHWA program requirements.

1. Minimum wages

a. All laborers and mechanics employed or working upon the site of the work, will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph 1.d. of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill,

except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under paragraph 1.b. of this section) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

b. (1) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(i) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(ii) The classification is utilized in the area by the construction industry; and

(iii) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(2) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(3) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting

officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Wage and Hour Administrator for determination. The Wage and Hour Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(4) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs 1.b.(2) or 1.b.(3) of this section, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

c. Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

d. If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, Provided, That the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

2. Withholding

The contracting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor under this contract, or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the contractor or any

subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work, all or part of the wages required by the contract, the contracting agency may, after written notice to the contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

3. Payrolls and basic records

a. Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

b. (1) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the contracting agency. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (e.g. , the

last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at

<http://www.dol.gov/esa/whd/forms/wh347instr.htm> or its successor site. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to the contracting agency for transmission to the State DOT, the FHWA or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this section for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to the contracting agency..

(2) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

(i) That the payroll for the payroll period contains the information required to be provided under §5.5 (a)(3)(ii) of Regulations, 29 CFR part 5, the appropriate information is being maintained under §5.5 (a)(3)(i) of Regulations, 29 CFR part 5, and that such information is correct and complete;

(ii) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 CFR part 3;

(iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(3) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement

of Compliance” required by paragraph 3.b.(2) of this section.

(4) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under section 1001 of title 18 and section 231 of title 31 of the United States Code.

c. The contractor or subcontractor shall make the records required under paragraph 3.a. of this section available for inspection, copying, or transcription by authorized representatives of the contracting agency, the State DOT, the FHWA, or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, the FHWA may, after written notice to the contractor, the contracting agency or the State DOT, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

4. Apprentices and trainees

a. Apprentices (programs of the USDOL).

Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice.

The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination

for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed.

Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination.

In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

b. Trainees (programs of the USDOL).

Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration.

The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration.

Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate

specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed.

In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

c. Equal employment opportunity. The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR part 30.

d. Apprentices and Trainees (programs of the U.S. DOT).

Apprentices and trainees working under apprenticeship and skill training programs which have been certified by the Secretary of Transportation as promoting EEO in connection with Federal-aid highway construction programs are not subject to the requirements of paragraph 4 of this Section IV. The straight time hourly wage rates for apprentices and trainees under such programs will be established by the particular programs. The ratio of apprentices and trainees to journeymen shall not be greater than permitted by the terms of the particular program.

5. Compliance with Copeland Act requirements. The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract.

6. Subcontracts. The contractor or subcontractor shall insert Form FHWA-1273 in any subcontracts and also require the subcontractors to include Form FHWA-1273 in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR 5.5.

7. Contract termination: debarment. A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

8. Compliance with Davis-Bacon and Related Act requirements. All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR parts 1, 3, and 5 are herein incorporated by reference in this contract.

9. Disputes concerning labor standards. Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

10. Certification of eligibility.

a. By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

b. No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

c. The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

V. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

The following clauses apply to any Federal-aid construction contract in an amount in excess of \$100,000 and subject to the overtime provisions

of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by 29 CFR 5.5(a) or 29 CFR 4.6. As used in this paragraph, the terms laborers and mechanics include watchmen and guards.

1. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1.) of this section, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1.) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1.) of this section.

3. Withholding for unpaid wages and liquidated damages. The FHWA or the contracting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2.) of this section.

4. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1.) through (4.) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1.) through (4.) of this section.

VI. SUBLETTING OR ASSIGNING THE CONTRACT

This provision is applicable to all Federal-aid construction contracts on the National Highway System.

1. The contractor shall perform with its own organization contract work amounting to not less than 30 percent (or a greater percentage if specified elsewhere in the contract) of the total original contract price, excluding any specialty items designated by the contracting agency. Specialty items may be performed by subcontract and the amount of any such specialty items performed may be deducted from the total original contract price before computing the amount of work required to be performed by the contractor's own organization (23 CFR 635.116).

a. The term "perform work with its own organization" refers to workers employed or leased by the prime contractor, and equipment owned or rented by the prime contractor, with or without operators. Such term does not include employees or equipment of a subcontractor or lower tier subcontractor, agents of the prime contractor, or any other assignees. The term may include payments for the costs of hiring leased employees from an employee leasing firm meeting all relevant Federal and State regulatory requirements. Leased employees may only be included in this term if the prime contractor meets all of the following conditions:

- (1) the prime contractor maintains control over the supervision of the day-to-day activities of the leased employees;
- (2) the prime contractor remains responsible for the quality of the work of the leased employees;
- (3) the prime contractor retains all power to accept or exclude individual employees from work on the project; and
- (4) the prime contractor remains ultimately responsible for the payment of predetermined

minimum wages, the submission of payrolls, statements of compliance and all other Federal regulatory requirements.

b. "Specialty Items" shall be construed to be limited to work that requires highly specialized knowledge, abilities, or equipment not ordinarily available in the type of contracting organizations qualified and expected to bid or propose on the contract as a whole and in general are to be limited to minor components of the overall contract.

2. The contract amount upon which the requirements set forth in paragraph (1) of Section VI is computed includes the cost of material and manufactured products which are to be purchased or produced by the contractor under the contract provisions.

3. The contractor shall furnish (a) a competent superintendent or supervisor who is employed by the firm, has full authority to direct performance of the work in accordance with the contract requirements, and is in charge of all construction operations (regardless of who performs the work) and (b) such other of its own organizational resources (supervision, management, and engineering services) as the contracting officer determines is necessary to assure the performance of the contract.

4. No portion of the contract shall be sublet, assigned or otherwise disposed of except with the written consent of the contracting officer, or authorized representative, and such consent when given shall not be construed to relieve the contractor of any responsibility for the fulfillment of the contract. Written consent will be given only after the contracting agency has assured that each subcontract is evidenced in writing and that it contains all pertinent provisions and requirements of the prime contract.

5. The 30% self-performance requirement of paragraph (1) is not applicable to design-build contracts; however, contracting agencies may establish their own self-performance requirements.

VII. SAFETY: ACCIDENT PREVENTION

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

1. In the performance of this contract the contractor shall comply with all applicable Federal, State, and local laws governing safety,

health, and sanitation (23 CFR 635). The contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions as it determines, or as the contracting officer may determine, to be reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the contract.

2. It is a condition of this contract, and shall be made a condition of each subcontract, which the contractor enters into pursuant to this contract, that the contractor and any subcontractor shall not permit any employee, in performance of the contract, to work in surroundings or under conditions which are unsanitary, hazardous or dangerous to his/her health or safety, as determined under construction safety and health standards (29 CFR 1926) promulgated by the Secretary of Labor, in accordance with Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704).

3. Pursuant to 29 CFR 1926.3, it is a condition of this contract that the Secretary of Labor or authorized representative thereof, shall have right of entry to any site of contract performance to inspect or investigate the matter of compliance with the construction safety and health standards and to carry out the duties of the Secretary under Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C.3704).

VIII. FALSE STATEMENTS CONCERNING HIGHWAY PROJECTS

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

In order to assure high quality and durable construction in conformity with approved plans and specifications and a high degree of reliability on statements and representations made by engineers, contractors, suppliers, and workers on Federal-aid highway projects, it is essential that all persons concerned with the project perform their functions as carefully, thoroughly, and honestly as possible. Willful falsification, distortion, or misrepresentation with respect to any facts related to the project is a violation of Federal law. To prevent any misunderstanding regarding the seriousness of these and similar acts, Form FHWA-1022 shall be posted on each Federal-aid highway project (23 CFR 635) in

one or more places where it is readily available to all persons concerned with the project:

18 U.S.C. 1020 reads as follows:

"Whoever, being an officer, agent, or employee of the United States, or of any State or Territory, or whoever, whether a person, association, firm, or corporation, knowingly makes any false statement, false representation, or false report as to the character, quality, quantity, or cost of the material used or to be used, or the quantity or quality of the work performed or to be performed, or the cost thereof in connection with the submission of plans, maps, specifications, contracts, or costs of construction on any highway or related project submitted for approval to the Secretary of Transportation; or

Whoever knowingly makes any false statement, false representation, false report or false claim with respect to the character, quality, quantity, or cost of any work performed or to be performed, or materials furnished or to be furnished, in connection with the construction of any highway or related project approved by the Secretary of Transportation; or

Whoever knowingly makes any false statement or false representation as to material fact in any statement, certificate, or report submitted pursuant to provisions of the Federal-aid Roads Act approved July 1, 1916, (39 Stat. 355), as amended and supplemented;

Shall be fined under this title or imprisoned not more than 5 years or both."

IX. IMPLEMENTATION OF CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

By submission of this bid/proposal or the execution of this contract, or subcontract, as appropriate, the bidder, proposer, Federal-aid construction contractor, or subcontractor, as appropriate, will be deemed to have stipulated as follows:

1. That any person who is or will be utilized in the performance of this contract is not prohibited from receiving an award due to a violation of Section 508 of the Clean Water Act or Section 306 of the Clean Air Act.

2. That the contractor agrees to include or cause to be included the requirements of paragraph (1) of this Section X in every subcontract, and further agrees to take such action as the contracting agency may direct as a means of enforcing such requirements.

X. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, consultant contracts or any other covered transaction requiring FHWA approval or that is estimated to cost \$25,000 or more – as defined in 2 CFR Parts 180 and 1200.

1. Instructions for Certification – First Tier Participants:

a. By signing and submitting this proposal, the prospective first tier participant is providing the certification set out below.

b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this covered transaction. The prospective first tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective first tier participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction.

c. The certification in this clause is a material representation of fact upon which reliance was placed when the contracting agency determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the contracting agency may terminate this transaction for cause of default.

d. The prospective first tier participant shall provide immediate written notice to the contracting agency to whom this proposal is submitted if any time the prospective first tier

participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

e. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

f. The prospective first tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

g. The prospective first tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," provided by the department or contracting agency, entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each

participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

i. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of the prospective participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

j. Except for transactions authorized under paragraph (f) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

* * * * *

2. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – First Tier Participants:

a. The prospective first tier participant certifies to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;

(2) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification; and

(4) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

b. Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

2. Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.

b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.

d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any

participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency

with which this transaction originated may pursue available remedies, including suspension and/or debarment.

* * * * *

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Participants:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

* * * * *

XI. CERTIFICATION REGARDING USE OF CONTRACT FUNDS FOR LOBBYING

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts which exceed \$100,000 (49 CFR 20).

1. The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an

officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. The prospective participant also agrees by submitting its bid or proposal that the participant shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such recipients shall certify and disclose accordingly.

The Bidder shall list the name and address of each subcontractor to whom the Bidder proposes to subcontract portions of the work, as required by the provisions in Section 2-1.054, "Required Listing of Proposed Subcontractors," of the State Standard Specifications and Section 12, "Subcontractors," of the information for bidders.

LIST OF SUBCONTRACTORS

Name and Address

**Description of Portion
of Work Subcontracted**

(THE BIDDER'S EXECUTION ON THE SIGNATURE PORTION OF THIS PROPOSAL SHALL ALSO CONSTITUTE AN ENDORSEMENT AND EXECUTION OF THOSE CERTIFICATIONS WHICH ARE A PART OF THIS PROPOSAL)

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The bidder _____, proposed subcontractor _____, hereby certifies that he has ____ , has not _____, participated in a previous contract or subcontract subject to the equal opportunity clauses, as required by Executive Orders 10925, 11114, or 11246, and that, where required, he has filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance, a Federal Government contracting or administering agency, or the former President's Committee on Equal Employment Opportunity, all reports due under the applicable filing requirements.

Note: The above certification is required by the Equal Employment Opportunity Regulations of the Secretary of Labor (41 CFR 60-1.7(b) (1)), and must be submitted by bidders and proposed subcontractors only in connection with contracts and subcontracts which are subject to the equal opportunity clause. Contracts and subcontracts which are exempt from the equal opportunity clause are set forth in 41 CFR 60-1.5. (Generally only contracts or subcontracts of \$10,000 or under are exempt.)

Currently, Standard Form 100 (EEO-1) is the only report required by the Executive Orders or their implementing regulations.

Proposed prime contractors and subcontractors who have participated in a previous contract or subcontract subject to the Executive Orders and have not filed the required reports should note that 41 CFR 60-1.7(b) (1) prevents the award of contracts and subcontracts unless such contractor submits a report covering the delinquent period or such other period specified by the Federal Highway Administration or by the Director, Office of Federal Contract Compliance, U.S. Department of Labor.

PUBLIC CONTRACT CODE

Public Contract Code Section 10285.1 Statement

In conformance with Public Contract Code Section 10285.1 (Chapter 376, Stats. 1985), the bidder hereby declares under penalty of perjury under the laws of the State of California that the bidder has _____, has not _____ been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or Federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "bidder" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as referred to in Section 10285.1.

Note: The bidder must place a check mark after "has" or "has not" in one of the blank spaces provided. The above Statement is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement. Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

Public Contract Code Section 10162 Questionnaire

In conformance with Public Contract Code Section 10162, the Bidder shall complete, under penalty of perjury, the following questionnaire:

Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bidder, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

Yes _____ No _____

If the answer is yes, explain the circumstances in the following space.

Public Contract Code 10232 Statement

In conformance with Public Contract Code Section 10232, the Contractor, hereby states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two year period because of the Contractor's failure to comply with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board.

Note: The above Statement and Questionnaire are part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement and Questionnaire.
Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

Non-collusion Affidavit
(Title 23 United States Code Section 112 and
Public Contract Code Section 7106)

To the CITY / COUNTY of _____
DEPARTMENT OF PUBLIC WORKS.

In conformance with Title 23 United States Code Section 112 and Public Contract Code 7106 the bidder declares that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Note: The above Noncollusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Noncollusion Affidavit.
Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

DEBARMENT AND SUSPENSION CERTIFICATION

TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29

The bidder, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, manager:

- is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any Federal agency;
- has not been suspended, debarred, voluntarily excluded or determined ineligible by any Federal agency within the past 3 years;
- does not have a proposed debarment pending; and
- has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions. The above certification is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Certification.

NONLOBBYING CERTIFICATION FOR FEDERAL-AID CONTRACTS

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in conformance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

1. Type of Federal Action:

☐

- a. contract
- b. grant
- c. cooperative agreement
- d. loan
- e. loan guarantee
- f. loan insurance

2. Status of Federal Action:

☐

- a. bid/offer/application
- b. initial award
- c. post-award

3. Report Type:

☐

- a. initial
- b. material change

For Material Change Only:

year _____ quarter _____
date of last report _____

4. Name and Address of Reporting Entity

☐

Prime

☐

Subawardee

Tier _____, if known

5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:

Congressional District, if known

Congressional District, if known

6. Federal Department/Agency:

7. Federal Program Name/Description:

CFDA Number, if applicable _____

8. Federal Action Number, if known:

9. Award Amount, if known:

10. a. Name and Address of Lobby Entity (If individual, last name, first name, MI)

b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI)

(attach Continuation Sheet(s) if necessary)

11. Amount of Payment (check all that apply)

\$ _____ ☐ actual ☐ Planned

13. Type of Payment (check all that apply)

☐
☐
☐
☐
☐
☐

- a. retainer
- b. one-time fee
- c. commission
- d. contingent fee
- e. deferred
- f. other, specify _____

12. Form of Payment (check all that apply):

☐
☐

- a. cash
- b. in-kind; specify: nature _____
value _____

14. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 11:

(attach Continuation Sheet(s) if necessary)

15. Continuation Sheet(s) attached:

Yes

☐

No

☐

16. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: _____

Print Name: _____

Title: _____

Telephone No.: _____ Date: _____

Authorized for Local Reproduction
Standard Form - LLL

Federal Use Only:

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of covered Federal action or a material change to previous filing pursuant to title 31 U.S.C. section 1352. The filing of a form is required for such payment or agreement to make payment to lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress an officer or employee of Congress or an employee of a Member of Congress in connection with a covered Federal action. Attach a continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence, the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last, previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the first tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in Item 4 checks "Subawardee" then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organization level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identification in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract grant. or loan award number, the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitments for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influenced the covered Federal action.
(b) Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform and the date(s) of any services rendered. Include all preparatory and related activity not just time spent in actual contact with Federal officials. Identify the Federal officer(s) or employee(s) contacted or the officer(s) employee(s) or Member(s) of Congress that were contacted.

15. Check whether or not a continuation sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name title and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

SF-LLL-Instructions Rev. 06-04-90«ENDIF»

Accompanying this proposal is _____

(NOTICE: INSERT THE WORDS "CASH(\$ _____)," "CASHIER'S CHECK,"
"CERTIFIED CHECK," OR "BIDDER'S BOND," AS THE CASE MAY BE.)

in amount equal to at least ten percent of the total of the bid.

The names of all persons interested in the foregoing proposal 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 copartnership, state true name of firm, also names of all individual copartners composing firm; if bidder or other interested person is an individual, state first and last names in full.

Licensed in conformance with an act providing for the registration of Contractors,

License No. _____ Classification(s) _____

ADDENDA -

This Proposal is submitted with respect to the changes to the contract included in addenda number/s _____

(Fill in addenda numbers if addenda have been received and insert, in this Proposal, any Engineer's Estimate sheets that were received as part of the addenda.)

By my signature on this proposal I certify, under penalty of perjury under the laws of the State of California, that the foregoing questionnaire and statements of Public Contract Code Sections 10162, 10232 and 10285.1 are true and correct and that the bidder has complied with the requirements of Section 8103 of the Fair Employment and Housing Commission Regulations (Chapter 5, Title 2 of the California Administrative Code). By my signature on this proposal I further certify, under penalty of perjury under the laws of the State of California and the United States of America, that the Noncollusion Affidavit required by Title 23 United States Code, Section 112 and Public Contract Code Section 7106; and the Title 49 Code of Federal Regulations, Part 29 Debarment and Suspension Certification are true and correct.

Date: _____



Signature and Title of Bidder

Business Address _____

Place of Business _____

Place of Residence _____

[illegible]

INSTRUCTIONS - LOCAL AGENCY BIDDER DBE COMMITMENT (CONSTRUCTION CONTRACTS)

ALL BIDDERS:

PLEASE NOTE: It is the bidder's responsibility to verify that the DBE(s) falls into one of the following groups in order to count towards the DBE contract goal: 1) African Americans; 2) Asian-Pacific Americans; 3) Native Americans; 4) Women. This information may be submitted with your bid. If it is not, and you are the apparent low bidder or the second or third low bidder, it must be submitted and received as specified in the Special Provisions. Failure to submit the required DBE commitment will be grounds for finding the bid nonresponsive

A DBE is a firm meeting the definition of a DBE as specified in 49 CFR and is one of the following groups: African Americans, Asian-Pacific Americans, Native Americans, or Women.

The form requires specific information regarding the construction contract: Local Agency, Location, Project Description, Total Contract Amount, Bid Date, Bidder's Name, and Contract DBE Goal.

The form has a column for the Contract Item Number and Item of Work and Description or Services to be Subcontracted or Materials to be provided by DBEs. Prime contractors shall indicate all work to be performed by DBEs including, if the prime is a DBE, work performed by its own forces, if a DBE. The DBE shall provide a certification number to the Contractor and expiration date. Enter the DBE prime's and subcontractors' certification numbers. The form has a column for the Names of DBE contractors to perform the work (who must be certified on the date bids are opened and include the DBE address and phone number).

IMPORTANT: Identify **all** DBE firms participating in the project regardless of tier. Names of the First-Tier DBE Subcontractors and their respective item(s) of work listed should be consistent, where applicable, with the names and items of work in the "List of Subcontractors" submitted with your bid.

There is a column for the DBE participation dollar amount. Enter the Total Claimed DBE Participation dollars and percentage amount of items of work submitted with your bid pursuant to the Special Provisions. (If 100% of item is not to be performed or furnished by the DBE, describe exact portion of time to be performed or furnished by the DBE.) See Section "Disadvantaged Business Enterprise (DBE)," of the Special Provisions (construction contracts), to determine how to count the participation of DBE firms.

Exhibit 15-G1 must be signed and dated by the person bidding. Also list a phone number in the space provided and print the name of the person to contact.

Local agencies should complete the Local Agency Contract Award, Federal-aid Project Number, Federal Share, Contract Award Date fields and verify that all information is complete and accurate before signing and filing.

EXHIBIT 15-H DBE INFORMATION—GOOD FAITH EFFORTS

DBE INFORMATION - GOOD FAITH EFFORTS

Federal-aid Project No. _____ Bid Opening Date _____

The City of Sunnyvale established an Disadvantaged Business Enterprise (DBE) goal of **19.6%** for this project. The information provided herein shows that a good faith effort was made.

Lowest, second lowest and third lowest bidders shall submit the following information to document adequate good faith efforts. Bidders should submit the following information even if the “Local Agency Bidder DBE Commitment” form indicates that the bidder has met the DBE goal. This will protect the bidder’s eligibility for award of the contract if the administering agency determines that the bidder failed to meet the goal for various reasons, e.g., a DBE firm was not certified at bid opening, or the bidder made a mathematical error.

Submittal of only the “Local Agency Bidder DBE Commitment” form may not provide sufficient documentation to demonstrate that adequate good faith efforts were made.

The following items are listed in the Section entitled “Submission of DBE Commitment” of the Special Provisions:

- A. The names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (please attach copies of advertisements or proofs of publication):

| Publications | Dates of Advertisement |
|--------------|------------------------|
| | |
| | |
| | |

- B. The names and dates of written notices sent to certified DBEs soliciting bids for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the DBEs were interested (please attach copies of solicitations, telephone records, fax confirmations, etc.):

[illegible]

- C. The items of work which the bidder made available to DBE firms including, where appropriate, any breaking down of the contract work items (including those items normally performed by the bidder with its own forces) into economically feasible units to facilitate DBE participation. It is the bidder's responsibility to demonstrate that sufficient work to facilitate DBE participation was made available to DBE firms.

| Items of Work | Bidder Normally Performs Item (Y/N) | Breakdown of Items | Amount (\$) | Percentage Of Contract |
|---------------|---|-----------------------|----------------|------------------------------|
|---------------|---|-----------------------|----------------|------------------------------|

- D. The names, addresses and phone numbers of rejected DBE firms, the reasons for the bidder's rejection of the DBEs, the firms selected for that work (please attach copies of quotes from the firms involved), and the price difference for each DBE if the selected firm is not a DBE:

Names, addresses and phone numbers of rejected DBEs and the reasons for the bidder's rejection of the DBEs:

Names, addresses and phone numbers of firms selected for the work above:

- E. Efforts made to assist interested DBEs in obtaining bonding, lines of credit or insurance, and any technical assistance or information related to the plans, specifications and requirements for the work which was provided to DBEs:

- F. Efforts made to assist interested DBEs in obtaining necessary equipment, supplies, materials or related assistance or services, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate:

- G. The names of agencies, organizations or groups contacted to provide assistance in contacting, recruiting and using DBE firms (please attach copies of requests to agencies and any responses received, i.e., lists, Internet page download, etc.):

| Name of Agency/Organization | Method/Date of Contact | Results |
|-----------------------------|------------------------|---------|
| | | |
| | | |

- H. Any additional data to support a demonstration of good faith efforts (use additional sheets if necessary):

NOTE: USE ADDITIONAL SHEETS OF PAPER IF NECESSARY.

DRAFT
GENERAL CONSTRUCTION CONTRACT

THIS CONTRACT dated _____ is by and between the CITY OF SUNNYVALE, a municipal corporation of the State of California ("Owner") and PACIFIC ELECTRIC CONTRACTING, INC., a California corporation ("Contractor").

RECITALS:

The parties to this Contract have mutually covenanted and agreed, as follows:

1. **The Contract Documents.** The complete Contract consists of the following documents: Notice Inviting Bids; Instructions to Bidders; Performance Bond and Payment Bond; Guaranty; City of Sunnyvale Standard Specifications for Public Works Construction, 2006 Edition; City of Sunnyvale Standard Details for Public Works Construction, 2006 Edition; Plans and Specifications, "Traffic Signal Modification – Mathilda Avenue at Maude Avenue, Project No. TR-13/04-14, Federal Aid Project No. HSIP5-5213(049), Invitation for Bids No. PW15-20", including One (1) Addendum; OSHA, and other standards and codes as outlined in the Specifications. These documents are all incorporated by reference. The documents comprising the complete contract are collectively referred to as the Contract Documents.

Any and all obligations of the Owner and the Contractor are fully set forth and described therein.

All of the above documents are intended to work together so that any work called for in one and not mentioned in the other or vice versa is to be executed the same as if mentioned in all documents.

2. **The Work.** Contractor agrees to furnish all tools, equipment, apparatus, facilities, labor, transportation, and material necessary to perform and complete the project in a good and workmanlike manner. The work consist(s) of modification of traffic signal equipment at Mathilda Avenue and Maude Avenue, installation of accessible pedestrian signal, push buttons, yellow reflective backplates, and LED safety lighting fixtures, installing two changeable message signs on a new pole and removing and salvaging two street light poles as called for, and in the manner designated in, and in strict conformity with, the Plans and Specifications prepared by TJKM and adopted by the Owner. These Plans and Specifications are entitled respectively, Traffic Signal Modification – Mathilda Avenue at Maude Avenue, Project No. TR-13/04-14.

It is understood and agreed that the work will be performed and completed as required in the Plans and Specifications under the sole direction and control of the Contractor, and subject to inspection and approval of the Owner, or its representatives. The Owner hereby designates as its representative for the purpose of this contract the Senior Civil Engineer for Construction or an employee of the Owner who will be designated in writing by the Director of Public Works.

3. **Contract Price.** The Owner agrees to pay and the Contractor agrees to accept, in full payment for the work above agreed to be done, the sum of Two Hundred Twelve Thousand Six Hundred Four and NO/100 Dollars (\$212,604.00) subject to final determination of the work performed and materials furnished at unit prices per "Bid Schedule" attached hereto and incorporated by this reference, and subject to additions and deductions in accordance, as provided in the Documents and in accordance with Contract Documents.

4. Permits; Compliance with Law. Contractor shall, at its expense, obtain all necessary permits and licenses, easements, etc., for the construction of the project, give all necessary notices, pay all fees required by law, and comply with all laws, ordinances, rules and regulations relating to the work and to the preservation of the public health and safety.

5. Inspection by Owner. Contractor shall at all times maintain proper facilities and provide safe access for inspection by the Owner to all parts of the work, and to the shops wherein the work is in preparation. Where the Specifications require work to be specially tested or approved, it shall not be tested or covered up without timely notice to the Owner of its readiness for inspection and without the approval thereof or consent thereto by the latter. Should any such work be covered up without such notice, approval, or consent, it must, if required by Owner, be uncovered for examination at the Contractor's expense.

6. Extra or Additional Work and Changes. Should Owner at any time during the progress of the work request any alterations, deviations, additions or omissions from the Specifications or Plans or other Contract Documents it shall be at liberty to do so, and the same shall in no way affect or make void the contract, but will be added to or deducted from the amount of the contract price, as the case may be, by a fair and reasonable valuation, agreed to in writing between the parties hereto. No extra work shall be performed or change be made unless in pursuance of a written order from the Director of Public Works or authorized representative, stating that the extra work or change is authorized and no claim for an addition to the contract sum shall be valid unless so ordered.

7. Time for Completion. All work under this contract shall be completed before the expiration One Hundred Twenty (120) working days from the date specified in the Notice to Proceed.

If Contractor shall be delayed in the work by the acts or neglect of Owner, or its employees or those under it by contract or otherwise, or by changes ordered in the work, or by strikes, lockouts by others, fire, unusual delay in transportation, unavoidable casualties or any causes beyond the Contractor's control, or by delay authorized by the Owner, or by any cause which the Owner shall decide to justify the delay, then the time of completion shall be extended for such reasonable time as the Owner may decide.

This provision does not exclude the recovery of damages for delay by either party under other provisions.

8. Inspection and Testing of Materials. Contractor shall notify Owner a sufficient time in advance of the manufacture or production of materials, to be supplied under this contract, in order that the Owner may arrange for mill or factory inspection and testing of same, if Owner requests such notice from Contractor.

9. Termination for Breach, etc. If Contractor should file a bankruptcy petition and/or be judged bankrupt, or if Contractor should make a general assignment for the benefit of creditors, or if a receiver should be appointed on account of insolvency, or if Contractor or any subcontractors should violate any of the provisions of the Contract, Owner may serve written notice upon Contractor and its surety of Owner's intention to terminate the Contract. The notice shall contain the reasons for such intention to terminate the Contract, and, unless within ten days after serving such notice, such violation shall cease and satisfactory arrangements for correction thereof be made, upon the expiration of the ten days, the Contract shall cease and terminate. In the event of any such termination, Owner shall immediately serve written notice thereof upon the surety and the Contractor,

and the surety shall have the right to take over and perform the Contract; provided, however that, if the surety within fifteen days after the serving upon it of notice of termination does not give Owner written notice of its intention to take over and perform the Contract or does not commence performance thereof within thirty days from the date of the serving of such notice, Owner may take over the work and prosecute the same to completion by contract or by any other method it may deem advisable, for the account and at the expense of Contractor, and Contractor and its surety shall be liable to Owner for any excess cost occasioned Owner thereby, and in such event Owner may without liability for so doing take possession of and utilize in completing the work, such materials, appliances, plant and other property belonging to Contractor as may be on the site of the work and necessary therefor.

10. Owner's Right to Withhold Certain Amounts and Make Application Thereof. In addition to the amount which Owner may retain under Paragraph 21 until the final completion and acceptance of all work covered by the Contract, Owner may withhold from payment to Contractor such amount or amounts as in its judgment may be necessary to pay just claims against Contractor or any subcontractors for labor and services rendered and materials furnished in and about the work. Owner may apply such withheld amount or amounts to the payment of such claims in its discretion. In so doing Owner shall be deemed the agent of Contractor and any payment so made by Owner shall be considered as a payment made under the Contract by Owner to the Contractor and Owner shall not be liable to Contractor for any such payment made in good faith. Such payment may be made without prior judicial determination of the claim or claims.

11. Notice and Service Thereof. All notices required pursuant to this Contract shall be communicated in writing, and shall be delivered in person, by commercial courier or by first class or priority mail delivered by the United States Postal Service. Transmission of notice by facsimile or by telephone may be deemed sufficient if the requirement for written notice is waived, in writing, by the receiving party. Notices delivered in person shall be deemed communicated as of actual receipt. Notices sent by mail or courier service shall be deemed communicated as of three days after mailing or dispatch, unless that date is a date on which there is no mail or delivery service, in which case communication shall be deemed to occur the next mail service or delivery day. The burden of proof of compliance with this requirement for written notice shall be on the sending party. All notices sent pursuant to this Contract shall be addressed as follows:

Owner: City of Sunnyvale
Department of Public Works
Construction Contract Administrator
P. O. Box 3707
Sunnyvale, CA 94088-3707

Contractor: Pacific Electric Contracting, Inc.
Attn: Frank J. Camacho Jr
330 Phelan Avenue
San Jose, CA 95112

12. Assignment of Contract. Neither the Contract, nor any part thereof, nor moneys due or to become due thereunder may be assigned by Contractor without the prior written approval of Owner.

13. Compliance with Specifications of Materials. Whenever in the Specifications, any material or process is indicated or specified by patent or proprietary name, or by name of manufacturer, such Specifications must be met by Contractor, unless Owner agrees in

writing to some other material, process or article offered by Contractor which is equal in all respects to the one specified.

14. Contract Security. Contractor shall furnish a surety bond in an amount at least equal to 100 percent of the contract price as security for the faithful performance of this Contract. Contractor shall also furnish a separate surety bond in an amount at least equal to 100 percent of the contract price as security for the payment of all persons for furnishing materials, provisions, provender, or other supplies, or teams, used in, upon, for or about the performance of the work contracted to be done, or for performing any work or labor thereon of any kind, and for the payment of amounts due under the Unemployment Insurance Code with respect to such work or labor in connection with this Contract, and for the payment of a reasonable attorney's fee to be fixed by the court in case suit is brought upon the bond. Bonds shall be issued by an admitted surety insurer authorized to operate in the state of California.

15. Insurance. Contractor shall not commence work under this Contract until all insurance required under this paragraph has been obtained and such insurance has been approved by the Owner, nor shall Contractor allow any subcontractor to commence work on a subcontract until all similar insurance required of the subcontractor has been so obtained and approved. Contractor shall furnish the Owner with satisfactory proof of the carriage of insurance required, and there shall be a specific contractual liability endorsement extending the Contractor's coverage to include the contractual liability assumed by the Contractor pursuant to this Contract and particularly Paragraph 16 hereof. Any policy of insurance required of the Contractor under this Contract shall also contain an endorsement providing that thirty (30) days' notice must be given in writing to the Owner of any pending change in the limits of liability or of any cancellation or modification of the policy. Insurance carrier shall be California-admitted.

(a) Compensation Insurance and Employer's Liability Insurance. Contractor shall take out and maintain during the life of this Contract Workers' Compensation Insurance and Employer's Liability Insurance for all of employees employed at the site of the project and, in case any work is sublet, Contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance and Employer's Liability Insurance for all of the latter's employees unless such employees are covered by the protection afforded by Contractor.

In signing this Contract, Contractor makes the following certification, required by Section 1861 of the Labor Code:

"I am aware of the provision 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 of this contract."

(b) General and Automobile Liability Insurance. Contractor, at its own cost and expense, shall maintain personal injury liability and property damage insurance for the period covered by the Contract in the amount of Two Million Dollars (\$2,000,000.00) per occurrence and \$4,000,000 annual aggregate combined single limit coverage. Such coverage shall include, but shall not be limited to, protection against claims arising therefrom, and damage to property resulting from activities contemplated under this Contract, use of owned automobiles, products and completed operations, including U, C and X. Such insurance shall be with insurers and under forms of policies satisfactory in all

respects to the Owner and shall provide that notice must be given to Owner at least thirty (30) days prior to cancellation or material change. The following endorsements shall be attached to the policy:

Policy shall cover on an "occurrence" basis. Policy must cover personal injuries as well as bodily injuries. Exclusion of contractual liability must be eliminated from personal injury endorsement. Broad form property damage endorsement must be attached. Owner is to be named as an additional insured on any contracts of insurance under this paragraph (b). Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of the Civil Code. The policies of insurance shall be considered primary insurance before any policies of insurance maintained by Owner.

16. Hold Harmless. Contractor agrees to defend, save, indemnify and hold harmless Owner and all its officers, employees, and agents, against any and all liability, claims, judgments, or demands, including demands arising from injuries or death of persons (Contractor's employees included) and damage to property, arising directly or indirectly out of the obligations herein undertaken or out of the operations conducted by Contractor, save and except claims or litigation arising through the active negligence or willful misconduct of Owner, or of Owner's officials, agents, employees, servants, or independent contractors who are directly responsible to Owner. Contractor shall make good and reimburse Owner for any expenditures, including reasonable attorneys' fees, Owner may make by reason of such claim or litigation, and, if requested by Owner, Contractor shall defend any such suits at the sole cost and expense of Contractor.

17. Hours of Work. Eight hours of labor during any one calendar day and forty hours of labor during any one calendar week shall constitute the maximum hours of service upon all work done hereunder, and it is expressly stipulated that no laborer, worker, or mechanic employed at any time by the Contractor or by any subcontractor or subcontractors under this Contract, upon the work or upon any part of the work contemplated by this Contract, shall be required or permitted to work thereon more than eight hours during any one calendar day and forty hours during any one calendar week, except, as provided by Section 1815 of the Labor Code of the State of California, work performed by employees of contractors in excess of eight hours per day and forty hours during any one week shall be permitted upon public work upon compensation for all hours worked in excess of eight hours per day at not less than one and one-half times the basic rate of pay. It is further expressly stipulated that for each and every violation of Sections 1811-1815, inclusive, of the Labor Code of the State of California, all the provisions whereof are deemed to be incorporated herein, Contractor shall forfeit, as a penalty to Owner, fifty dollars (\$50.00) for each laborer, worker, or mechanic employed in the execution of this Contract by Contractor, or by any subcontractor under this Contract, for each calendar day during which the laborer, worker, or mechanic is required or permitted to work more than eight hours in any one calendar day and forty hours in any one calendar week in violation of the provisions of the Sections of the Labor Code.

Contractor, and each subcontractor, shall, in accordance with California Labor Code Section 1776 or as the same may be later amended, keep accurate payroll records showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with work under this agreement. Each payroll record shall contain or be verified by a written declaration under

penalty of perjury, in accordance with Labor Code Section 1776(a). Such payroll records shall be made available at all reasonable times at the Contractor's principal office to the persons authorized to inspect such records pursuant to Labor Code Section 1776. A certified copy of all payroll records shall be made available for inspection or furnished upon request to a representative of the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the Department of Industrial Relations, as well as to the Owner's representative. In the event the Contractor or a Subcontractor fails to comply in a timely manner within ten days to a written notice requesting the records, such contractor or subcontractor shall forfeit twenty-five dollars (\$25.00) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated, in accordance with Labor Code Section 1776(g).

18. Wage Rates. Pursuant to the Labor Code of the State of California, or any applicable local law, Owner has ascertained the general prevailing rate per diem wages and rates for holidays, and overtime work in the city, for each craft, classification or type of laborer, worker, or mechanic needed to execute this Contract. Owner has adopted, by reference, the general prevailing rate of wages applicable to the work to be done under the Contract, as adopted and published by the Division of Labor Standards Enforcement and Labor Statistics and Research of the State of California, Department of Industrial Relations, to which reference is hereby made for a full and detailed description. A copy of the prevailing wage rates may be reviewed in the office of the Director of Public Works, City of Sunnyvale, 456 West Olive Avenue, Sunnyvale, California. Wage rates can also be obtained through the City's Website at:

<http://sunnyvale.ca.gov/Departments/Finance/Purchasing/prevailingwage.htm>. Neither the notice inviting bids nor this Contract shall constitute a representation of fact as to the prevailing wage rates upon which the Contractor or any subcontractor may base any claim against Owner.

It shall be mandatory upon Contractor and upon any subcontractor to pay not less than the specified rates to all laborers, workers, and mechanics employed in the execution of the Contract. It is further expressly stipulated that Contractor shall, as a penalty to Owner, forfeit fifty dollars (\$50.00) for each calendar day, or portion thereof, for each laborer, worker, or mechanic paid less than the stipulated prevailing rates for any work done under this Contract by Contractor or by any subcontractor; and Contractor agrees to comply with all provisions of Section 1775 of the Labor Code.

In case it becomes necessary for Contractor or any subcontractor to employ on the project under this Contract any person in a trade or occupation (except executives, supervisory, administrative, clerical, or other non-manual workers as such) for which no minimum wage rate is herein specified, Contractor shall immediately notify Owner who will promptly thereafter determine the prevailing rate for such additional trade or occupation and shall furnish Contractor with the minimum rate based thereon. The minimum rate thus furnished shall be applicable as a minimum for such trade or occupation from the time of the initial employment of the person affected and during the continuance of such employment.

19. Accident Prevention. Precaution shall be exercised at all times for the protection of persons (including employees) and property. The safety provisions of applicable laws, building and construction codes shall be observed. Machinery, equipment, and other hazards shall be guarded or eliminated in accordance with the safety provisions of the Construction Safety Orders issued by the Industrial Accident Commission of the State of California.

20. Contractor's Guarantee. Owner shall not, in any way or manner, be answerable or suffer loss, damage, expense or liability for any loss or damage that may happen to the building, work, or equipment or any part thereof, or in, on, or about the same during its construction and before acceptance. Contractor unqualifiedly guarantees the first-class quality of all workmanship and of all materials, apparatus, and equipment used or installed by Contractor or by any subcontractor or supplier in the project which is the subject of this Contract, unless a lesser quality is expressly authorized in the Plans and Specifications, in which event Contractor unqualifiedly guarantees such lesser quality; and that the work as performed by Contractor will conform with the Plans and Specifications or any written authorized deviations therefrom. In case of any defect in work, materials, apparatus or equipment, whether latent or patent, revealed to Owner within one year of the date of acceptance of completion of this Contract by Owner, Contractor will forthwith remedy such defect or defects without cost to Owner.

21. Liquidated Damages. Time shall be the essence of this Contract. If Contractor fails to complete, within the time fixed for such completion, the entire work mentioned and described and contracted to be done and performed, Contractor shall become liable to Owner for liquidated damages in the sum of One Thousand and No/100 (\$1,000.00) for each and every calendar day during which work shall remain uncompleted beyond such time fixed for completion or any lawful extension thereof. The amount specified as liquidated damages is presumed to be the amount of damage sustained by Owner since it would be impracticable or extremely difficult to fix the actual damage; and the amount of liquidated damages may be deducted by Owner from moneys due Contractor hereunder, or its assigns and successors at the time of completion, and Contractor, or its assigns and successors at the time of completion, and its sureties shall be liable to Owner for any excess.

22. Additional Provisions.

None.

IN WITNESS WHEREOF, two identical counterparts of this contract, each of which shall for all purposed be deemed an original thereof, have been duly executed by the parties.

CITY OF SUNNYVALE
a Municipal Corporation, Owner

Pacific Electric Contracting, Inc.
Contractor

License No. 337416

By _____ / /
City Manager

By _____
_____/ /
Title Date

Attest:
City Clerk

By _____
_____/ /
Title Date

By _____ / /
City Clerk Date

(SEAL)

APPROVED AS TO FORM:

_____/ /
City Attorney Date

(Notice: The signatures of the Contractor's officers on this contract must be acknowledged before a notary.)

ACKNOWLEDGMENT

State of California)
County of)

On _____ before me, _____
personally appeared _____

personally known to me (or 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.

WITNESS my hand and official seal.

Signature _____

(SEAL)

EXHIBIT A
BID SCHEDULE

| Item | Description | Unit of Measure | QTY | Unit Price |
|-------------|--|------------------------|------------|-------------------|
| 1 | Changeable Message Sign | LS | 1 | \$66,230.00 |
| 2 | Traffic Signal Modifications at Mathilda/Maude | LS | 1 | \$85,149.00 |
| 3 | Traffic Signal Retiming of SCATS | LS | 1 | \$33,725.00 |
| 4 | Mobilization | LS | 1 | \$9,000.00 |
| 5 | Traffic Control System | LS | 1 | \$18,500.00 |

Required Contract Provisions Federal- Aid Construction Contracts

(FWWA-1273- Revised May 1, 2012)

- I. General
- II. Nondiscrimination
- III. Nonsegregated Facilities
- IV. Davis-Bacon and Related Act Provisions
- V. Contract Work Hours and Safety Standards Act Provisions
- VI. Subletting or Assigning the Contract
- VII. Safety: Accident Prevention
- VIII. False Statements Concerning Highway Projects
- IX. Implementation of Clean Air Act and Federal Water Pollution Control Act
- X. Compliance with Governmentwide Suspension and Debarment Requirements
- XI. Certification Regarding Use of Contract Funds for Lobbying

ATTACHMENTS

A. Employment and Materials Preference for Appalachian Development Highway System or Appalachian Local Access Road Contracts (included in Appalachian contracts only)

I. GENERAL

1. Form FHWA-1273 must be physically incorporated in each construction contract funded under Title 23 (excluding emergency contracts solely intended for debris removal). The contractor (or subcontractor) must insert this form in each subcontract and further require its inclusion in all lower tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services).

The applicable requirements of Form FHWA-1273 are incorporated by reference for work done under any purchase order, rental agreement or agreement for other services. The prime contractor shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Form FHWA-1273 must be included in all Federal-aid design-build contracts, in all subcontracts and in lower tier subcontracts (excluding subcontracts for design services, purchase orders, rental agreements and other agreements for supplies or services). The design-builder shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Contracting agencies may reference Form FHWA-1273 in bid proposal or request for proposal documents, however, the Form FHWA-1273 must be physically incorporated (not referenced) in all contracts, subcontracts and lower-tier subcontracts (excluding purchase orders, rental agreements and other agreements

for supplies or services related to a construction contract).

2. Subject to the applicability criteria noted in the following sections, these contract provisions shall apply to all work performed on the contract by the contractor's own organization and with the assistance of workers under the contractor's immediate superintendence and to all work performed on the contract by piecework, station work, or by subcontract.

3. A breach of any of the stipulations contained in these Required Contract Provisions may be sufficient grounds for withholding of progress payments, withholding of final payment, termination of the contract, suspension / debarment or any other action determined to be appropriate by the contracting agency and FHWA.

4. Selection of Labor: During the performance of this contract, the contractor shall not use convict labor for any purpose within the limits of a construction project on a Federal-aid highway unless it is labor performed by convicts who are on parole, supervised release, or probation. The term Federal-aid highway does not include roadways functionally classified as local roads or rural minor collectors.

II. NONDISCRIMINATION

The provisions of this section related to 23 CFR Part 230 are applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more.

The provisions of 23 CFR Part 230 are not applicable to material supply, engineering, or architectural service contracts.

In addition, the contractor and all subcontractors must comply with the following policies: Executive Order 11246, 41 CFR 60, 29 CFR 1625-1627, Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), Title VI of the Civil Rights Act of 1964, as amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

The contractor and all subcontractors must comply with: the requirements of the Equal Opportunity Clause in 41 CFR 60-1.4(b) and, for all construction contracts exceeding \$10,000, the Standard Federal Equal Employment Opportunity Construction Contract Specifications in 41 CFR 60-4.3.

Note: The U.S. Department of Labor has exclusive authority to determine compliance with Executive Order 11246 and the policies of the Secretary of Labor including 41 CFR 60, and 29 CFR 1625-1627. The contracting agency and the FHWA have the authority and the responsibility to ensure compliance with Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), and Title VI of the Civil Rights Act of 1964, as amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

The following provision is adopted from 23 CFR 230, Appendix A, with appropriate revisions to conform to the U.S. Department of Labor (US DOL) and FHWA requirements.

1. Equal Employment Opportunity: Equal employment opportunity (EEO) requirements not to discriminate and to take affirmative action to assure equal opportunity as set forth under laws, executive orders, rules, regulations (28 CFR 35, 29 CFR 1630, 29 CFR 1625-1627, 41 CFR 60 and 49 CFR 27) and orders of the Secretary of Labor as modified by the provisions prescribed herein, and imposed pursuant to 23 U.S.C. 140 shall constitute the EEO and specific affirmative action standards for the contractor's project activities under this contract. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) set forth under 28 CFR 35 and 29 CFR 1630 are incorporated by reference in this contract. In the execution of this contract, the contractor agrees to comply with the following minimum specific requirement activities of EEO:

a. The contractor will work with the contracting agency and the Federal Government to ensure that it has made every good faith effort to provide equal opportunity with respect to all of its terms and conditions of employment and in their review of activities under the contract.

b. The contractor will accept as its operating policy the following statement:

"It is the policy of this Company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, national origin, age or disability. Such action shall include: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the-job training."

2. EEO Officer: The contractor will designate and make known to the contracting officers an EEO Officer who will have the responsibility for and must be capable of effectively administering and promoting an active EEO program and who must be assigned adequate authority and responsibility to do so.

3. Dissemination of Policy: All members of the contractor's staff who are authorized to hire, supervise, promote, and discharge employees, or who recommend such action, or who are substantially involved in such action, will be made fully cognizant of, and will implement, the contractor's EEO policy and contractual responsibilities to provide EEO in each grade and classification of employment. To ensure that the above agreement will be met, the following actions will be taken as a minimum:

a. Periodic meetings of supervisory and personnel office employees will be conducted before the start of work and then not less often than once every six months, at which time the contractor's EEO policy and its implementation will be reviewed and explained. The meetings will be conducted by the EEO Officer.

b. All new supervisory or personnel office employees will be given a thorough indoctrination by the EEO Officer, covering all major aspects of the contractor's EEO obligations within thirty days following their reporting for duty with the contractor.

c. All personnel who are engaged in direct recruitment for the project will be instructed by

the EEO Officer in the contractor's procedures for locating and hiring minorities and women.

d. Notices and posters setting forth the contractor's EEO policy will be placed in areas readily accessible to employees, applicants for employment and potential employees.

e. The contractor's EEO policy and the procedures to implement such policy will be brought to the attention of employees by means of meetings, employee handbooks, or other appropriate means.

4. Recruitment: When advertising for employees, the contractor will include in all advertisements for employees the notation: "An Equal Opportunity Employer." All such advertisements will be placed in publications having a large circulation among minorities and women in the area from which the project work force would normally be derived.

a. The contractor will, unless precluded by a valid bargaining agreement, conduct systematic and direct recruitment through public and private employee referral sources likely to yield qualified minorities and women. To meet this requirement, the contractor will identify sources of potential minority group employees, and establish with such identified sources procedures whereby minority and women applicants may be referred to the contractor for employment consideration.

b. In the event the contractor has a valid bargaining agreement providing for exclusive hiring hall referrals, the contractor is expected to observe the provisions of that agreement to the extent that the system meets the contractor's compliance with EEO contract provisions. Where implementation of such an agreement has the effect of discriminating against minorities or women, or obligates the contractor to do the same, such implementation violates Federal nondiscrimination provisions.

c. The contractor will encourage its present employees to refer minorities and women as applicants for employment. Information and procedures with regard to referring such applicants will be discussed with employees.

5. Personnel Actions: Wages, working conditions, and employee benefits shall be established and administered, and personnel actions of every type, including hiring, upgrading, promotion, transfer, demotion, layoff, and termination, shall be taken without regard to race, color, religion, sex, national origin, age or

disability. The following procedures shall be followed:

a. The contractor will conduct periodic inspections of project sites to insure that working conditions and employee facilities do not indicate discriminatory treatment of project site personnel.

b. The contractor will periodically evaluate the spread of wages paid within each classification to determine any evidence of discriminatory wage practices.

c. The contractor will periodically review selected personnel actions in depth to determine whether there is evidence of discrimination. Where evidence is found, the contractor will promptly take corrective action. If the review indicates that the discrimination may extend beyond the actions reviewed, such corrective action shall include all affected persons.

d. The contractor will promptly investigate all complaints of alleged discrimination made to the contractor in connection with its obligations under this contract, will attempt to resolve such complaints, and will take appropriate corrective action within a reasonable time. If the investigation indicates that the discrimination may affect persons other than the complainant, such corrective action shall include such other persons. Upon completion of each investigation, the contractor will inform every complainant of all of their avenues of appeal.

6. Training and Promotion:

a. The contractor will assist in locating, qualifying, and increasing the skills of minorities and women who are applicants for employment or current employees. Such efforts should be aimed at developing full journey level status employees in the type of trade or job classification involved.

b. Consistent with the contractor's work force requirements and as permissible under Federal and State regulations, the contractor shall make full use of training programs, i.e., apprenticeship, and on-the-job training programs for the geographical area of contract performance. In the event a special provision for training is provided under this contract, this subparagraph will be superseded as indicated in the special provision. The contracting agency may reserve training positions for persons who receive welfare assistance in accordance with 23 U.S.C. 140(a).

c. The contractor will advise employees and applicants for employment of available training programs and entrance requirements for each.

d. The contractor will periodically review the training and promotion potential of employees who are minorities and women and will encourage eligible employees to apply for such training and promotion.

7. Unions: If the contractor relies in whole or in part upon unions as a source of employees, the contractor will use good faith efforts to obtain the cooperation of such unions to increase opportunities for minorities and women. Actions by the contractor, either directly or through a contractor's association acting as agent, will include the procedures set forth below:

a. The contractor will use good faith efforts to develop, in cooperation with the unions, joint training programs aimed toward qualifying more minorities and women for membership in the unions and increasing the skills of minorities and women so that they may qualify for higher paying employment.

b. The contractor will use good faith efforts to incorporate an EEO clause into each union agreement to the end that such union will be contractually bound to refer applicants without regard to their race, color, religion, sex, national origin, age or disability.

c. The contractor is to obtain information as to the referral practices and policies of the labor union except that to the extent such information is within the exclusive possession of the labor union and such labor union refuses to furnish such information to the contractor, the contractor shall so certify to the contracting agency and shall set forth what efforts have been made to obtain such information.

d. In the event the union is unable to provide the contractor with a reasonable flow of referrals within the time limit set forth in the collective bargaining agreement, the contractor will, through independent recruitment efforts, fill the employment vacancies without regard to race, color, religion, sex, national origin, age or disability; making full efforts to obtain qualified and/or qualifiable minorities and women. The failure of a union to provide sufficient referrals (even though it is obligated to provide exclusive referrals under the terms of a collective bargaining agreement) does not relieve the contractor from the requirements of this paragraph. In the event the union referral practice prevents the contractor from meeting the obligations pursuant to Executive Order

11246, as amended, and these special provisions, such contractor shall immediately notify the contracting agency.

8. Reasonable Accommodation for Applicants / Employees with Disabilities:

The contractor must be familiar with the requirements for and comply with the Americans with Disabilities Act and all rules and regulations established there under. Employers must provide reasonable accommodation in all employment activities unless to do so would cause an undue hardship.

9. Selection of Subcontractors, Procurement of Materials and Leasing of Equipment:

The contractor shall not discriminate on the grounds of race, color, religion, sex, national origin, age or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall take all necessary and reasonable steps to ensure nondiscrimination in the administration of this contract.

a. The contractor shall notify all potential subcontractors and suppliers and lessors of their EEO obligations under this contract.

b. The contractor will use good faith efforts to ensure subcontractor compliance with their EEO obligations.

10. Assurance Required by 49 CFR 26.13(b):

a. The requirements of 49 CFR Part 26 and the State DOT's U.S. DOT-approved DBE program are incorporated by reference.

b. The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the contracting agency deems appropriate.

11. Records and Reports: The contractor shall keep such records as necessary to document compliance with the EEO requirements. Such records shall be retained for a period of three years following the date of the final payment to the contractor for all contract work and shall be available at reasonable times and places for

inspection by authorized representatives of the contracting agency and the FHWA.

a. The records kept by the contractor shall document the following:

(1) The number and work hours of minority and non-minority group members and women employed in each work classification on the project;

(2) The progress and efforts being made in cooperation with unions, when applicable, to increase employment opportunities for minorities and women; and

(3) The progress and efforts being made in locating, hiring, training, qualifying, and upgrading minorities and women;

b. The contractors and subcontractors will submit an annual report to the contracting agency each July for the duration of the project, indicating the number of minority, women, and non-minority group employees currently engaged in each work classification required by the contract work. This information is to be reported on Form FHWA-1391. The staffing data should represent the project work force on board in all or any part of the last payroll period preceding the end of July. If on-the-job training is being required by special provision, the contractor will be required to collect and report training data. The employment data should reflect the work force on board during all or any part of the last payroll period preceding the end of July.

III. NONSEGREGATED FACILITIES

This provision is applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more.

The contractor must ensure that facilities provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex, or national origin cannot result. The contractor may neither require such segregated use by written or oral policies nor tolerate such use by employee custom. The contractor's obligation extends further to ensure that its employees are not assigned to perform their services at any location, under the contractor's control, where the facilities are segregated. The term "facilities" includes waiting rooms, work areas, restaurants and other eating areas, time clocks, restrooms, washrooms, locker rooms, and other storage or dressing areas, parking lots, drinking fountains,

recreation or entertainment areas, transportation, and housing provided for employees. The contractor shall provide separate or single-user restrooms and necessary dressing or sleeping areas to assure privacy between sexes.

IV. DAVIS-BACON AND RELATED ACT PROVISIONS

This section is applicable to all Federal-aid construction projects exceeding \$2,000 and to all related subcontracts and lower-tier subcontracts (regardless of subcontract size). The requirements apply to all projects located within the right-of-way of a roadway that is functionally classified as Federal-aid highway. This excludes roadways functionally classified as local roads or rural minor collectors, which are exempt. Contracting agencies may elect to apply these requirements to other projects.

The following provisions are from the U.S. Department of Labor regulations in 29 CFR 5.5 "Contract provisions and related matters" with minor revisions to conform to the FHWA-1273 format and FHWA program requirements.

1. Minimum wages

a. All laborers and mechanics employed or working upon the site of the work, will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph 1.d. of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the

wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under paragraph 1.b. of this section) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

b. (1) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(i) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(ii) The classification is utilized in the area by the construction industry; and

(iii) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(2) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(3) In the event the contractor, the laborers or mechanics to be employed in the classification

or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Wage and Hour Administrator for determination. The Wage and Hour Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(4) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs 1.b.(2) or 1.b.(3) of this section, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

c. Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

d. If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, Provided, That the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

2. Withholding

The contracting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor under this contract, or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the contractor or any

subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work, all or part of the wages required by the contract, the contracting agency may, after written notice to the contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

3. Payrolls and basic records

a. Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

b. (1) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the contracting agency. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (e.g., the last four digits of the employee's social security

number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at

<http://www.dol.gov/esa/whd/forms/wh347instr.htm> or its successor site. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to the contracting agency for transmission to the State DOT, the FHWA or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this section for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to the contracting agency..

(2) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

(i) That the payroll for the payroll period contains the information required to be provided under §5.5 (a)(3)(ii) of Regulations, 29 CFR part 5, the appropriate information is being maintained under §5.5 (a)(3)(i) of Regulations, 29 CFR part 5, and that such information is correct and complete;

(ii) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 CFR part 3;

(iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(3) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph 3.b.(2) of this section.

(4) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under section 1001 of title 18 and section 231 of title 31 of the United States Code.

c. The contractor or subcontractor shall make the records required under paragraph 3.a. of this section available for inspection, copying, or transcription by authorized representatives of the contracting agency, the State DOT, the FHWA, or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, the FHWA may, after written notice to the contractor, the contracting agency or the State DOT, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

4. Apprentices and trainees

a. Apprentices (programs of the USDOL).

Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice.

The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less

than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed.

Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination.

In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

b. Trainees (programs of the USDOL).

Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration.

The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration.

Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid

the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed.

In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

c. Equal employment opportunity. The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR part 30.

d. Apprentices and Trainees (programs of the U.S. DOT).

Apprentices and trainees working under apprenticeship and skill training programs which have been certified by the Secretary of Transportation as promoting EEO in connection with Federal-aid highway construction programs are not subject to the requirements of paragraph 4 of this Section IV. The straight time hourly wage rates for apprentices and trainees under such programs will be established by the particular programs. The ratio of apprentices and trainees to journeymen shall not be greater than permitted by the terms of the particular program.

5. Compliance with Copeland Act requirements. The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract.

6. Subcontracts. The contractor or subcontractor shall insert Form FHWA-1273 in any subcontracts and also require the subcontractors to include Form FHWA-1273 in any lower tier subcontracts. The prime

contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR 5.5.

7. Contract termination: debarment. A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

8. Compliance with Davis-Bacon and Related Act requirements. All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR parts 1, 3, and 5 are herein incorporated by reference in this contract.

9. Disputes concerning labor standards. Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

10. Certification of eligibility.

a. By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

b. No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

c. The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

V. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

The following clauses apply to any Federal-aid construction contract in an amount in excess of \$100,000 and subject to the overtime provisions of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by 29 CFR 5.5(a) or 29 CFR 4.6. As used in this paragraph, the terms laborers and mechanics include watchmen and guards.

1. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1.) of this section, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1.) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1.) of this section.

3. Withholding for unpaid wages and liquidated damages. The FHWA or the contracting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2.) of this section.

4. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1.) through (4.) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor

with the clauses set forth in paragraphs (1.) through (4.) of this section.

VI. SUBLETTING OR ASSIGNING THE CONTRACT

This provision is applicable to all Federal-aid construction contracts on the National Highway System.

1. The contractor shall perform with its own organization contract work amounting to not less than 30 percent (or a greater percentage if specified elsewhere in the contract) of the total original contract price, excluding any specialty items designated by the contracting agency. Specialty items may be performed by subcontract and the amount of any such specialty items performed may be deducted from the total original contract price before computing the amount of work required to be performed by the contractor's own organization (23 CFR 635.116).

a. The term "perform work with its own organization" refers to workers employed or leased by the prime contractor, and equipment owned or rented by the prime contractor, with or without operators. Such term does not include employees or equipment of a subcontractor or lower tier subcontractor, agents of the prime contractor, or any other assignees. The term may include payments for the costs of hiring leased employees from an employee leasing firm meeting all relevant Federal and State regulatory requirements. Leased employees may only be included in this term if the prime contractor meets all of the following conditions:

(1) the prime contractor maintains control over the supervision of the day-to-day activities of the leased employees;

(2) the prime contractor remains responsible for the quality of the work of the leased employees;

(3) the prime contractor retains all power to accept or exclude individual employees from work on the project; and

(4) the prime contractor remains ultimately responsible for the payment of predetermined minimum wages, the submission of payrolls, statements of compliance and all other Federal regulatory requirements.

b. "Specialty Items" shall be construed to be limited to work that requires highly specialized knowledge, abilities, or equipment not ordinarily available in the type of contracting organizations

qualified and expected to bid or propose on the contract as a whole and in general are to be limited to minor components of the overall contract.

2. The contract amount upon which the requirements set forth in paragraph (1) of Section VI is computed includes the cost of material and manufactured products which are to be purchased or produced by the contractor under the contract provisions.

3. The contractor shall furnish (a) a competent superintendent or supervisor who is employed by the firm, has full authority to direct performance of the work in accordance with the contract requirements, and is in charge of all construction operations (regardless of who performs the work) and (b) such other of its own organizational resources (supervision, management, and engineering services) as the contracting officer determines is necessary to assure the performance of the contract.

4. No portion of the contract shall be sublet, assigned or otherwise disposed of except with the written consent of the contracting officer, or authorized representative, and such consent when given shall not be construed to relieve the contractor of any responsibility for the fulfillment of the contract. Written consent will be given only after the contracting agency has assured that each subcontract is evidenced in writing and that it contains all pertinent provisions and requirements of the prime contract.

5. The 30% self-performance requirement of paragraph (1) is not applicable to design-build contracts; however, contracting agencies may establish their own self-performance requirements.

VII. SAFETY: ACCIDENT PREVENTION

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

1. In the performance of this contract the contractor shall comply with all applicable Federal, State, and local laws governing safety, health, and sanitation (23 CFR 635). The contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions as it determines, or as the contracting officer may determine, to be reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection

with the performance of the work covered by the contract.

2. It is a condition of this contract, and shall be made a condition of each subcontract, which the contractor enters into pursuant to this contract, that the contractor and any subcontractor shall not permit any employee, in performance of the contract, to work in surroundings or under conditions which are unsanitary, hazardous or dangerous to his/her health or safety, as determined under construction safety and health standards (29 CFR 1926) promulgated by the Secretary of Labor, in accordance with Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704).

3. Pursuant to 29 CFR 1926.3, it is a condition of this contract that the Secretary of Labor or authorized representative thereof, shall have right of entry to any site of contract performance to inspect or investigate the matter of compliance with the construction safety and health standards and to carry out the duties of the Secretary under Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C.3704).

VIII. FALSE STATEMENTS CONCERNING HIGHWAY PROJECTS

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

In order to assure high quality and durable construction in conformity with approved plans and specifications and a high degree of reliability on statements and representations made by engineers, contractors, suppliers, and workers on Federal-aid highway projects, it is essential that all persons concerned with the project perform their functions as carefully, thoroughly, and honestly as possible. Willful falsification, distortion, or misrepresentation with respect to any facts related to the project is a violation of Federal law. To prevent any misunderstanding regarding the seriousness of these and similar acts, Form FHWA-1022 shall be posted on each Federal-aid highway project (23 CFR 635) in one or more places where it is readily available to all persons concerned with the project:

18 U.S.C. 1020 reads as follows:

"Whoever, being an officer, agent, or employee of the United States, or of any State or Territory, or whoever, whether a person, association, firm, or corporation, knowingly makes any false

statement, false representation, or false report as to the character, quality, quantity, or cost of the material used or to be used, or the quantity or quality of the work performed or to be performed, or the cost thereof in connection with the submission of plans, maps, specifications, contracts, or costs of construction on any highway or related project submitted for approval to the Secretary of Transportation; or

Whoever knowingly makes any false statement, false representation, false report or false claim with respect to the character, quality, quantity, or cost of any work performed or to be performed, or materials furnished or to be furnished, in connection with the construction of any highway or related project approved by the Secretary of Transportation; or

Whoever knowingly makes any false statement or false representation as to material fact in any statement, certificate, or report submitted pursuant to provisions of the Federal-aid Roads Act approved July 1, 1916, (39 Stat. 355), as amended and supplemented;

Shall be fined under this title or imprisoned not more than 5 years or both."

IX. IMPLEMENTATION OF CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

By submission of this bid/proposal or the execution of this contract, or subcontract, as appropriate, the bidder, proposer, Federal-aid construction contractor, or subcontractor, as appropriate, will be deemed to have stipulated as follows:

1. That any person who is or will be utilized in the performance of this contract is not prohibited from receiving an award due to a violation of Section 508 of the Clean Water Act or Section 306 of the Clean Air Act.

2. That the contractor agrees to include or cause to be included the requirements of paragraph (1) of this Section X in every subcontract, and further agrees to take such action as the contracting agency may direct as a means of enforcing such requirements.

X. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, consultant contracts or any other covered transaction requiring FHWA approval or that is estimated to cost \$25,000 or more – as defined in 2 CFR Parts 180 and 1200.

1. Instructions for Certification – First Tier Participants:

a. By signing and submitting this proposal, the prospective first tier participant is providing the certification set out below.

b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this covered transaction. The prospective first tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective first tier participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction.

c. The certification in this clause is a material representation of fact upon which reliance was placed when the contracting agency determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the contracting agency may terminate this transaction for cause of default.

d. The prospective first tier participant shall provide immediate written notice to the contracting agency to whom this proposal is submitted if any time the prospective first tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

e. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and

"voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

f. The prospective first tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

g. The prospective first tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," provided by the department or contracting agency, entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

i. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render in good faith

the certification required by this clause. The knowledge and information of the prospective participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

j. Except for transactions authorized under paragraph (f) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

* * * * *

2. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – First Tier Participants:

a. The prospective first tier participant certifies to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;

(2) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification; and

(4) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

b. Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

2. Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.

b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.

d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is

debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

* * * * *

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Participants:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

* * * * *

XI. CERTIFICATION REGARDING USE OF CONTRACT FUNDS FOR LOBBYING

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts which exceed \$100,000 (49 CFR 20).

1. The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of

any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. The prospective participant also agrees by submitting its bid or proposal that the participant shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such recipients shall certify and disclose accordingly.

The Bidder shall list the name and address of each subcontractor to whom the Bidder proposes to subcontract portions of the work, as required by the provisions in Section 2-1.054, "Required Listing of Proposed Subcontractors," of the State Standard Specifications and Section 12, "Subcontractors," of the information for bidders.

LIST OF SUBCONTRACTORS

Name and Address

**Description of Portion
of Work Subcontracted**

(THE BIDDER'S EXECUTION ON THE SIGNATURE PORTION OF THIS PROPOSAL SHALL ALSO CONSTITUTE AN ENDORSEMENT AND EXECUTION OF THOSE CERTIFICATIONS WHICH ARE A PART OF THIS PROPOSAL)

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The bidder _____, proposed subcontractor _____, hereby certifies that he has ____ , has not _____, participated in a previous contract or subcontract subject to the equal opportunity clauses, as required by Executive Orders 10925, 11114, or 11246, and that, where required, he has filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance, a Federal Government contracting or administering agency, or the former President's Committee on Equal Employment Opportunity, all reports due under the applicable filing requirements.

Note: The above certification is required by the Equal Employment Opportunity Regulations of the Secretary of Labor (41 CFR 60-1.7(b) (1)), and must be submitted by bidders and proposed subcontractors only in connection with contracts and subcontracts which are subject to the equal opportunity clause. Contracts and subcontracts which are exempt from the equal opportunity clause are set forth in 41 CFR 60-1.5. (Generally only contracts or subcontracts of \$10,000 or under are exempt.)

Currently, Standard Form 100 (EEO-1) is the only report required by the Executive Orders or their implementing regulations.

Proposed prime contractors and subcontractors who have participated in a previous contract or subcontract subject to the Executive Orders and have not filed the required reports should note that 41 CFR 60-1.7(b) (1) prevents the award of contracts and subcontracts unless such contractor submits a report covering the delinquent period or such other period specified by the Federal Highway Administration or by the Director, Office of Federal Contract Compliance, U.S. Department of Labor.

PUBLIC CONTRACT CODE

Public Contract Code Section 10285.1 Statement

In conformance with Public Contract Code Section 10285.1 (Chapter 376, Stats. 1985), the bidder hereby declares under penalty of perjury under the laws of the State of California that the bidder has ____ , has not ____ been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or Federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "bidder" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as referred to in Section 10285.1.

Note: The bidder must place a check mark after "has" or "has not" in one of the blank spaces provided. The above Statement is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement. Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

Public Contract Code Section 10162 Questionnaire

In conformance with Public Contract Code Section 10162, the Bidder shall complete, under penalty of perjury, the following questionnaire:

Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bidder, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

Yes _____ No _____

If the answer is yes, explain the circumstances in the following space.

Public Contract Code 10232 Statement

In conformance with Public Contract Code Section 10232, the Contractor, hereby states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two year period because of the Contractor's failure to comply with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board.

Note: The above Statement and Questionnaire are part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement and Questionnaire.
Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

Non-collusion Affidavit
(Title 23 United States Code Section 112 and
Public Contract Code Section 7106)

To the CITY / COUNTY of _____
DEPARTMENT OF PUBLIC WORKS.

In conformance with Title 23 United States Code Section 112 and Public Contract Code 7106 the bidder declares that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Note: The above Noncollusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Noncollusion Affidavit.
Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

DEBARMENT AND SUSPENSION CERTIFICATION

TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29

The bidder, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, manager:

- is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any Federal agency;
- has not been suspended, debarred, voluntarily excluded or determined ineligible by any Federal agency within the past 3 years;
- does not have a proposed debarment pending; and
- has not been indicted, convicted, or had a civil judgement rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions. The above certification is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Certification.

NONLOBBYING CERTIFICATION FOR FEDERAL-AID CONTRACTS

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in conformance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

1. Type of Federal Action:

☐

- a. contract
- b. grant
- c. cooperative agreement
- d. loan
- e. loan guarantee
- f. loan insurance

2. Status of Federal Action:

☐

- a. bid/offer/application
- b. initial award
- c. post-award

3. Report Type:

☐

- a. initial
- b. material change

For Material Change Only:

year _____ quarter _____
date of last report _____

4. Name and Address of Reporting Entity

☐

Prime

☐

Subawardee

Tier _____, if known

5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:

Congressional District, if known

6. Federal Department/Agency:

Congressional District, if known

7. Federal Program Name/Description:

CFDA Number, if applicable _____

8. Federal Action Number, if known:

9. Award Amount, if known:

10. a. Name and Address of Lobby Entity (If individual, last name, first name, MI)

b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI)

(attach Continuation Sheet(s) if necessary)

11. Amount of Payment (check all that apply)

\$ _____ ☐ actual ☐ planned

13. Type of Payment (check all that apply)

☐
☐
☐
☐
☐
☐

- a. retainer
- b. one-time fee
- c. commission
- d. contingent fee
- e. deferred
- f. other, specify _____

12. Form of Payment (check all that apply):

☐
☐

- a. cash
- b. in-kind; specify: nature _____
value _____

14. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 11:

(attach Continuation Sheet(s) if necessary)

15. Continuation Sheet(s) attached:

Yes

☐

No

☐

16. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: _____

Print Name: _____

Title: _____

Telephone No.: _____ Date: _____

Federal Use Only:

Authorized for Local Reproduction
Standard Form - LLL

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of covered Federal action or a material change to previous filing pursuant to title 31 U.S.C. section 1352. The filing of a form is required for such payment or agreement to make payment to lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress an officer or employee of Congress or an employee of a Member of Congress in connection with a covered Federal action. Attach a continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence, the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last, previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the first tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in Item 4 checks "Subawardee" then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organization level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identification in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract grant. or loan award number, the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitments for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influenced the covered Federal action.
(b) Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform and the date(s) of any services rendered. Include all preparatory and related activity not just time spent in actual contact with Federal officials. Identify the Federal

officer(s) or employee(s) contacted or the officer(s) employee(s) or Member(s) of Congress that were contacted.

15. Check whether or not a continuation sheet(s) is attached.

16. The certifying official shall sign and date the form, print his/her name title and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

SF-LLL-Instructions Rev. 06-04-90«ENDIF»

Accompanying this proposal is _____

(NOTICE: INSERT THE WORDS "CASH(\$ _____)," "CASHIER'S CHECK,"
"CERTIFIED CHECK," OR "BIDDER'S BOND," AS THE CASE MAY BE.)

in amount equal to at least ten percent of the total of the bid.

The names of all persons interested in the foregoing proposal 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 copartnership, state true name of firm, also names of all individual copartners composing firm; if bidder or other interested person is an individual, state first and last names in full.

Licensed in conformance with an act providing for the registration of Contractors,

License No. _____ Classification(s) _____

ADDENDA -

This Proposal is submitted with respect to the changes to the contract included in addenda number/s _____

(Fill in addenda numbers if addenda have been received and insert, in this Proposal, any Engineer's Estimate sheets that were received as part of the addenda.)

By my signature on this proposal I certify, under penalty of perjury under the laws of the State of California, that the foregoing questionnaire and statements of Public Contract Code Sections 10162, 10232 and 10285.1 are true and correct and that the bidder has complied with the requirements of Section 8103 of the Fair Employment and Housing Commission Regulations (Chapter 5, Title 2 of the California Administrative Code). By my signature on this proposal I further certify, under penalty of perjury under the laws of the State of California and the United States of America, that the Noncollusion Affidavit required by Title 23 United States Code, Section 112 and Public Contract Code Section 7106; and the Title 49 Code of Federal Regulations, Part 29 Debarment and Suspension Certification are true and correct.

Date: _____



Signature and Title of Bidder

Business Address _____

Place of Business _____

Place of Residence _____

EXHIBIT 15-G LOCAL AGENCY BIDDER DBE COMMITMENT (CONSTRUCTION CONTRACTS)

NOTE: PLEASE REFER TO INSTRUCTIONS ON THE REVERSE SIDE OF THIS FORM

LOCAL AGENCY: _____ LOCATION: _____

PROJECT DESCRIPTION: _____

TOTAL CONTRACT AMOUNT: \$ _____

BID DATE: _____

BIDDER'S NAME: _____

CONTRACT DBE GOAL: _____

[illegible]**For Local Agency to Complete:**

Local Agency Contract Number: _____

Federal-aid Project Number: _____

Federal Share: _____

Contract Award Date: _____

Local Agency certifies that all DBE certifications have been verified and information is complete and accurate.

| | | |
|-----------------------------|-----------|------|
| Print Name | Signature | Date |
| Local Agency Representative | | |

(Area Code) Telephone Number: _____

Total Claimed DBE Participation

\$_____

%

Signature of Bidder

Date (Area Code) Tel. No.

Person to Contact (Please Type or Print)

Local Agency Bidder DBE Commitment (Construction Contracts)
(Rev 6/26/09)

Distribution: (1) Original – Local agency files

INSTRUCTIONS - LOCAL AGENCY BIDDER DBE COMMITMENT (CONSTRUCTION CONTRACTS)

ALL BIDDERS:

PLEASE NOTE: This information may be submitted with your bid. If it is not, and you are the apparent low bidder or the second or third low bidder, it must be submitted and received as specified in the Special Provisions. Failure to submit the required DBE commitment will be grounds for finding the bid nonresponsive

The form requires specific information regarding the construction contract: Local Agency, Location, Project Description, Total Contract Amount, Bid Date, Bidder's Name, and Contract DBE Goal.

The form has a column for the Contract Item Number and Item of Work and Description or Services to be Subcontracted or Materials to be provided by DBEs. Prime contractors shall indicate all work to be performed by DBEs including, if the prime is a DBE, work performed by its own forces, if a DBE. The DBE shall provide a certification number to the Contractor and expiration date. Enter the DBE prime's and subcontractors' certification numbers. The form has a column for the Names of DBE contractors to perform the work (who must be certified on the date bids are opened and include the DBE address and phone number).

IMPORTANT: Identify **all** DBE firms participating in the project regardless of tier. Names of the First-Tier DBE Subcontractors and their respective item(s) of work listed should be consistent, where applicable, with the names and items of work in the "List of Subcontractors" submitted with your bid.

There is a column for the DBE participation dollar amount. Enter the Total Claimed DBE Participation dollars and percentage amount of items of work submitted with your bid pursuant to the Special Provisions. (If 100% of item is not to be performed or furnished by the DBE, describe exact portion of time to be performed or furnished by the DBE.) See Section "Disadvantaged Business Enterprise (DBE)," of the Special Provisions (construction contracts), to determine how to count the participation of DBE firms.

Exhibit 15-G must be signed and dated by the person bidding. Also list a phone number in the space provided and print the name of the person to contact.

Local agencies should complete the Local Agency Contract Award, Federal-aid Project Number, Federal Share, Contract Award Date fields and verify that all information is complete and accurate before signing and filing.

EXHIBIT 15-H DBE INFORMATION —GOOD FAITH EFFORTS

DBE INFORMATION - GOOD FAITH EFFORTS

Federal-aid Project No. _____ Bid Opening Date _____

The City of Sunnyvale established an Disadvantaged Business Enterprise (DBE) goal of **19.6%** for this project. The information provided herein shows that a good faith effort was made.

Lowest, second lowest and third lowest bidders shall submit the following information to document adequate good faith efforts. Bidders should submit the following information even if the “Local Agency Bidder DBE Commitment” form indicates that the bidder has met the DBE goal. This will protect the bidder’s eligibility for award of the contract if the administering agency determines that the bidder failed to meet the goal for various reasons, e.g., a DBE firm was not certified at bid opening, or the bidder made a mathematical error.

Submittal of only the “Local Agency Bidder DBE Commitment” form may not provide sufficient documentation to demonstrate that adequate good faith efforts were made.

The following items are listed in the Section entitled “Submission of DBE Commitment” of the Special Provisions:

- A. The names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (please attach copies of advertisements or proofs of publication):

| Publications | Dates of Advertisement |
|--------------|------------------------|
| | |
| | |

- B. The names and dates of written notices sent to certified DBEs soliciting bids for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the DBEs were interested (please attach copies of solicitations, telephone records, fax confirmations, etc.):

[illegible]

- C. The items of work which the bidder made available to DBE firms including, where appropriate, any breaking down of the contract work items (including those items normally performed by the bidder with its own forces) into economically feasible units to facilitate DBE participation. It is the bidder's responsibility to demonstrate that sufficient work to facilitate DBE participation was made available to DBE firms.

| Items of Work | Bidder Normally Performs Item (Y/N) | Breakdown of Items | Amount (\$) | Percentage Of Contract |
|---------------|-------------------------------------|--------------------|-------------|------------------------|
|---------------|-------------------------------------|--------------------|-------------|------------------------|

- D. The names, addresses and phone numbers of rejected DBE firms, the reasons for the bidder's rejection of the DBEs, the firms selected for that work (please attach copies of quotes from the firms involved), and the price difference for each DBE if the selected firm is not a DBE:

Names, addresses and phone numbers of rejected DBEs and the reasons for the bidder's rejection of the DBEs:

Names, addresses and phone numbers of firms selected for the work above:

- E. Efforts made to assist interested DBEs in obtaining bonding, lines of credit or insurance, and any technical assistance or information related to the plans, specifications and requirements for the work which was provided to DBEs:

- F. Efforts made to assist interested DBEs in obtaining necessary equipment, supplies, materials or related assistance or services, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate:

- G. The names of agencies, organizations or groups contacted to provide assistance in contacting, recruiting and using DBE firms (please attach copies of requests to agencies and any responses received, i.e., lists, Internet page download, etc.):

| Name of Agency/Organization | Method/Date of Contact | Results |
|-----------------------------|------------------------|---------|
| | | |
| | | |

- H. Any additional data to support a demonstration of good faith efforts (use additional sheets if necessary):

NOTE: USE ADDITIONAL SHEETS OF PAPER IF NECESSARY.

|



City of Sunnyvale

Agenda Item

15-0163

Agenda Date: 5/5/2015

REPORT TO COUNCIL

SUBJECT

Continuation of Supplemental Law Enforcement Services (SLES) Funds and Approval of Budget Modification No. 43

BACKGROUND

Each year, the State Legislature appropriates money to Santa Clara County local law enforcement agencies for supplemental police funding. This funding is a continuation of the Supplemental Law Enforcement Services funding program (SLES) that was first provided in FY 1996/97 via Assembly Bill 3229 (AB 3229). The use of the SLES funds is only for front-line municipal police services and should supplement, not supplant, current front-line law enforcement services. Funds must be encumbered or spent within the two-year grant cycle. In previous years, the Department of Public Safety (DPS) has used SLES allocations for the purchase of law enforcement equipment, to pay for sworn personnel costs or a combination of both.

Since 1996, the City Council has approved the use of Supplemental Law Enforcement Services (SLES) Funding to support front-line police services. SLES monies are appropriated annually by the State Legislature to Santa Clara County for distribution to local law enforcement agencies. The distribution mechanism of funds is through the Citizens' Option for Public Safety (COPS) Program.

Changes to the administrative requirements of the COPS Program occurred late 2012 when Santa Clara County's Supplemental Law Enforcement Oversight Committee (SLEOC) was disbanded. Recipient agencies are no longer required to submit year-end reports or submit minutes of their Council's approval of their appropriations related to SLES allocations. FY 2012/13 marked the last year DPS was required to formulate a detailed spending plan to the SLEOC. At that time, the decision was also made to redirect SLES funds from equipment to personnel.

Through the City's annual budget process, City Council approved the use of FY 2013/14 and FY 2014/15 SLES funds to support the addition of a new Street Crimes Unit Public Safety Officer II (PSOII) position. Due to existing vacancies and a shift in staffing priorities, the position was unfilled and remains vacant.

EXISTING POLICY

California Government Code Sections 30061 - 30065 governs these grants and their distribution. The provisions require each municipal law enforcement agency to submit a request to its governing body to formally appropriate SLES monies. Additionally, funds not expended in its appropriation year must be expended or encumbered no later than June 30 of the following fiscal year. Any unspent funds are to be remitted back to the State.

ENVIRONMENTAL REVIEW

This activity does not require environmental review because it can be seen with certainty that there is no possibility that it may have a significant effect on the environment (CEQA Guideline 15061 (b)(3)).

DISCUSSION

Funding for the FY 2013/14 SLES Grant must be expended no later than June 30 of this fiscal year. The sunset date for expending or encumbering the FY 2014/15 SLES Grant Funds is June 30, 2016. In order for DPS to re-designate and utilize these funds, approval of the revised spending plan and related appropriation actions is required.

Budget Modification No. 43 is comprised of the following actions:

- (a) Appropriate FY 2013/14 SLES Fund balance of \$43,629;
- (b) Appropriate additional FY 2013/14 SLES revenue of \$14,510;
- (c) Increase the existing FY 2014/15 SLES appropriation by \$2,537;
- (d) Increase the SLES appropriation to the Department of Public Safety in the amount of \$60,676.

FY 2013/14 SLES Fund Balance and Additional Revenue

The City's FY 2013/14 Budget included \$229,693 from SLES. As previously mentioned, SLES funds were shifted to fund a new PSOII position in the Street Crimes Unit. Due to staffing shortages, the PSOII position was unfilled. SLES funds were used to support special operations overtime costs and to pay for a portion of a Neighborhood Resource Officer (NRO) in the Crime Prevention Unit. The current fund balance of \$43,626 must be expended no later than June 30, 2015. Additionally, the City received \$14,510 in unanticipated FY 2013/14 SLES revenue. This amount must also be expended no later than June 30, 2015.

FY 2014/15 SLES Revenue

The City's FY 2014/15 SLES allocation is expected to come in at \$232,230; \$2,537 more than the amount included in the FY 2014/15 Budget. As noted, the SLES funds were to pay for the PSOII. With the recent shift in staffing priorities, implementation of the Street Crimes Unit has been delayed with the PSOII position reallocated to staff the new Fire Station later this year. Prior to this action, DPS had assigned a Lieutenant to the Street Crimes Unit to begin preparation and development of standard operating procedures. The Lieutenant position has been reassigned to Investigations effective with the changeover on March 1, 2015.

FY 2014/15 Written Request for Supplemental Law Enforcement Needs:

SLES guidelines require a review of Public Safety needs and that the Chief Law Enforcement Officer for a municipality, through Council, makes a formal request for the application of SLES funding. The Director of Public Safety has reviewed Public Safety needs and requests to utilize SLES funds to pay for one Public Safety Lieutenant (a portion of the Street Crimes and Investigations Unit Lieutenant).

FISCAL IMPACT

The cost for one Public Safety Lieutenant is \$306,505. The full amount of SLES funds will be used to partially pay for this position. The remainder of the position is funded by the General Fund. Budget Modification No. 43 has been prepared to appropriate the additional SLES revenue, as well as the carryover balance, to the Department of Public Safety.

Budget Modification No. 43 FY 2014/15

| | Current | Increase/ (Decrease) | Revised |
|--|-----------|-------------------------|-----------|
| Police Services Augmentation Fund | | | |
| <u>Revenues</u> | | | |
| FY 2014/15 SLES Funds | \$229,693 | \$2,537 | \$232,230 |
| FY 2013/14 Additional SLES Revenue | \$0 | \$14,510 | \$14,510 |
| <u>Reserves</u> | | | |
| FY 2013/14 SLES Fund Balance | \$43,626 | (\$43,626) | \$0 |
| <u>Expenditures</u> | | | |
| FY 2014/15 Program 471 - Police Services | \$229,693 | \$60,673 | \$290,366 |

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

RECOMMENDATION

Approve Budget Modification No. 43 to appropriate \$60,673 in Supplemental Law Enforcement Services (SLES) funding and approve the full amount of available SLES funds to partially fund one Public Safety Lieutenant position.

Prepared by: Nancy M. Thome, Senior Management Analyst
 Reviewed by: Frank J. Grgurina, Chief, Department of Public Safety
 Reviewed by: Grace K. Leung, Director, Department of Finance
 Reviewed by: Robert A. Walker, Assistant City Manager
 Approved by: Deanna J. Santana, City Manager



City of Sunnyvale

Agenda Item

15-0420

Agenda Date: 5/5/2015

REPORT TO COUNCIL

SUBJECT

Receive and File the City of Sunnyvale Investment Report - 1st Quarter 2015

BACKGROUND

In accordance with California Government Code Section 53646, staff is submitting the attached investment report for Council's review. The report includes all investments managed by the City of Sunnyvale. Staff invests all funds not immediately needed for disbursement. The current portfolio market value is \$302,386,775.

Funds for the City's Deferred Compensation Plan, the City's Retirement Plan, Retiree Medical Trust, and any proceeds of debt issuance are not invested by City staff. These funds are managed by third party administrators.

EXISTING POLICY

California Government Code Section 53600 et seq. strictly governs which investments public agencies can hold. In some cases, State law also governs what percentage of the portfolio can be invested in certain security types, maximum maturities, and minimum credit ratings by the major rating agencies (Standard & Poor's and Moody's Investors Service). Public agencies can only invest in fixed income securities. The purchase of stock is prohibited. As a result, the City primarily invests in highly rated securities such as U.S. Treasury, Federal agencies, and government sponsored enterprise debt.

The California Government Code also requires investment objectives of safety, liquidity, and yield in that order. As such, safety of principal is the foremost objective of the City's investment program. The portfolio must remain sufficiently liquid to enable the City to meet all cash requirements. The City's portfolio is diversified by type of investment, issuer, and maturity date. Diversification is required in order that potential losses on individual securities do not exceed the income generated.

The City Council first adopted a policy (7.1.2 Investment and Cash management) governing the investment of City funds on July 30, 1985. This policy is reviewed and adopted annually; the most recent was adopted on October 28, 2014 (RTC 14-0804) for Fiscal Year 2014/15. The City's investment policy follows the Government Code and includes additional restrictions on some investments such as a lower allowable percentage per investment type or issuer than State law.

ENVIRONMENTAL REVIEW

This action does not require environmental review because it is not a project that has the potential for causing a significant impact on the environment. (CEQA Guideline 15061(b)(3).) Government administrative and organizational activities that will not result in a direct or indirect change in the physical environment do need to be reviewed under CEQA. (CEQA Guideline 15378(b).)

DISCUSSION

This report provides information on the values (par, book and market), the type of investment, issuer, maturity date and yield of each investment. The par value of a bond is the amount that the issuer agrees to repay the City by the maturity date. The book value is what the City initially paid for the bond and market value is what the bond is worth now.

The market value is determined by an independent pricing service at the end of every accounting period. In some cases, the City may have investments with a current market value that is greater or less than the recorded value. These changes in market value are due to fluctuations in the marketplace and have no effect on the City's financials. The City will receive full par value for the investment at maturity.

Summary and detailed information on each security is provided. Also included is an activity report of sales, purchases and maturities for this accounting period as required by Government Code 53607. An evaluation of portfolio performance this accounting period compared to the previous accounting period and compared to the same accounting period of last fiscal year is also included. The City's portfolio has a current yield of .72%. Yields on allowable investments continue to be historically low as concerns with the world economy fuel demand for high quality investments. In addition, the Fed continues to hold the Federal Funds Rate down to stimulate economic growth.

Short term investments are placed in an interest bearing checking account with our primary banking institution, Union Bank and with the State's Local Agency Investment Fund (LAIF) to meet the liquidity needs of the City. LAIF is a program created by statute as an investment alternative for California's local governments and special districts. This program offers local agencies the opportunity to participate in a major portfolio pool administered by the State Treasurer's office. The current yield for the LAIF portfolio is .28%.

FISCAL IMPACT

Interest earnings for FY 2014/15 as of Period 10 for all City funds totaled \$1,541,439.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

RECOMMENDATION

Receive and file the City of Sunnyvale FY 2014/15 Period 10 investment report.

Prepared by: Timothy J. Kirby, Assistant Finance Director

Reviewed by: Grace K. Leung, Director, Finance

Reviewed by: Robert A. Walker, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

ATTACHMENT

1. City of Sunnyvale's FY 2014/15 Period 10 Investment Report

ATTACHMENT 1




CITY OF SUNNYVALE

PORTFOLIO EVALUATION PERIOD 10 FY 2014/2015

INFORMATION UPDATE:

Pursuant to the California Government Code, attached is detailed information on all securities, investments, and moneys held by the City. I hereby certify that the City's portfolio complies with the City's adopted Investment Policy and the reporting requirements of State Law, and that sufficient funds are available to meet expenditure requirements for the next 6 months, ending October 2015.

Date: April 3, 2015



Grace Leung, Finance Director

cc: Members of the City Council
City Manager

PORTFOLIO EVALUATION - PERIOD 10 FY 2014/2015 (3/1/2015 -3/28/2015)

| DESCRIPTION | DOLLAR AMOUNT | FY 14/15 PERIOD 10 (3/1/15 - 3/28/15) | FY 14/15 PERIOD 9 (2/1/15 - 2/28/15) | FY 13/14 PERIOD 10 (3/2/14- 3/29/14) |
|---|------------------|--|---|---|
| TOTAL PORTFOLIO MARKET VALUE | | \$302,386,774.85 | \$302,126,247.35 | \$284,088,207.11 |
| AVERAGE LIFE OF PORTFOLIO (DAYS) | | 508 | 523 | 561 |
| CITY - WEIGHTED YIELD (Current Period) | | 0.72% | 0.72% | 0.62% |
| STATE POOL YIELD | | 0.28% | 0.27% | 0.23% |
| 90 DAY T-BILL RATE (Current Period) | | 0.02% | 0.01% | 0.05% |
| VARIANCE FROM CITY YIELD | | 0.70% | 0.71% | 0.57% |
| 1 YEAR TREASURY RATE (Current Period) | | 0.25% | 0.22% | 0.13% |
| VARIANCE FROM CITY YIELD | | 0.47% | 0.50% | 0.49% |
| TREASURY YIELD WITH SAME AVG LIFE AS PORTFOLIO | | 0.47% | 0.41% | 0.28% |
| VARIANCE FROM CITY YIELD | | 0.25% | 0.31% | 0.34% |
| <hr/> | | | | |
| TOTAL INVESTMENTS MATURING WITHIN 0 TO 1 YEAR | \$114,505,526.28 | 37.86% | 38.24% | 40.19% |
| TOTAL INVESTMENTS MATURING WITHIN 1 TO 3 YEARS | \$167,877,246.00 | 55.52% | 55.18% | 50.03% |
| TOTAL INVESTMENTS MATURING WITHIN 3 TO 5 YEARS | \$20,004,002.57 | 6.62% | 6.58% | 9.78% |
| TOTAL INVESTMENTS MATURING OVER 5 YEARS ** | \$0.00 | 0.00% | 0.00% | 0.00% |
| <hr/> | | | | |
| TOTAL | \$302,386,774.85 | 100.0% | 100.0% | 100.0% |

** In accordance with Government Code 53601, the City Council, as part of the City's investment program, granted express authority to invest in US Treasury and US Agency and Government Sponsored Enterprise securities with final stated maturities up to seven years. No investment shall be made in any other security type that at the time of investment has a term remaining to maturity in excess of five years unless granted express authority by the City Council to do so.



CITY OF SUNNYVALE
Portfolio Management
Portfolio Summary
March 1, 2015 through March 28, 2015

City of Sunnyvale
650 West Olive Ave.
Sunnyvale, CA 94086
(408)730-7604

| Investments | Par Value | Market Value | Book Value | % of Portfolio | Term | Days to Maturity | YTM 360 Equiv. | YTM 365 Equiv. |
|-----------------------------------|-----------------------|-----------------------|-----------------------|----------------|------------|------------------|----------------|----------------|
| Managed Pool Accounts | 49,973,255.58 | 49,973,255.58 | 49,973,255.58 | 16.57 | 1 | 1 | 0.247 | 0.250 |
| Medium Term Notes | 25,375,000.00 | 26,232,702.25 | 26,175,634.60 | 8.68 | 1,204 | 622 | 0.925 | 0.938 |
| Federal Agency Issues - Coupon | 149,226,000.00 | 152,645,206.80 | 152,048,294.23 | 50.43 | 1,112 | 698 | 0.850 | 0.862 |
| Treasury Securities - Coupon | 69,000,000.00 | 69,490,703.00 | 69,321,115.46 | 22.99 | 1,081 | 431 | 0.550 | 0.557 |
| US Govt Mortgage Passthroughs | 26.92 | 27.22 | 27.58 | 0.00 | 7,914 | 338 | 9.548 | 9.680 |
| Municipal Bonds | 4,000,000.00 | 4,044,880.00 | 4,000,000.00 | 1.33 | 1,435 | 186 | 2.633 | 2.670 |
| Investments | 297,574,282.50 | 302,386,774.85 | 301,518,327.45 | 100.00% | 933 | 508 | 0.711 | 0.721 |
| Cash and Accrued Interest | | | | | | | | |
| Accrued Interest at Purchase | | 91,111.11 | 91,111.11 | | | | | |
| Subtotal | | 91,111.11 | 91,111.11 | | | | | |
| Total Cash and Investments | 297,574,282.50 | 302,477,885.96 | 301,609,438.56 | | 933 | 508 | 0.711 | 0.721 |

| Total Earnings | March 28 Month Ending | Fiscal Year To Date |
|----------------|-----------------------|---------------------|
| Current Year | 167,829.04 | 1,541,439.04 |


GRACE LEUNG, TREASURER

Reporting period 03/01/2015-03/28/2015

Run Date: 04/02/2015 - 08:37

Portfolio CITY
AP
PM (PRF_PM1) 7.3.0
Report Ver. 7.3.3

CITY OF SUNNYVALE
Portfolio Management
Portfolio Details - Investments
March 28, 2015

Page 1

| CUSIP | Investment # | Issuer | Purchase Date | Par Value | Market Value | Book Value | Stated Rate | S&P | YTM 365 | Days to Maturity | Maturity Date |
|---------------------------------------|--------------|-----------------------------|---------------|----------------------|----------------------|----------------------|-------------|-----|--------------|------------------|---------------|
| Managed Pool Accounts | | | | | | | | | | | |
| SYS90-119 | 90-119 | STATEPOOL | | 49,973,255.58 | 49,973,255.58 | 49,973,255.58 | 0.250 | | 0.250 | 1 | |
| Subtotal and Average | | | | 49,973,255.58 | 49,973,255.58 | 49,973,255.58 | | | 0.250 | 1 | |
| Medium Term Notes | | | | | | | | | | | |
| 36962G7G3 | 14-014 | GENERAL ELECTRIC | 01/15/2014 | 3,375,000.00 | 3,448,757.25 | 3,400,351.90 | 2.300 | | 2.090 | 1,387 | 01/14/2019 |
| 369604BC6 | 15-008 | GENERAL ELECTRIC | 01/26/2015 | 4,000,000.00 | 4,415,584.00 | 4,436,708.47 | 5.250 | | 1.109 | 983 | 12/06/2017 |
| 36962G5H3 | 15-011 | GENERAL ELECTRIC | 03/17/2015 | 4,000,000.00 | 4,155,408.00 | 4,159,294.32 | 3.350 | | 0.760 | 568 | 10/17/2016 |
| 38259PAC6 | 13-006 | Google | 12/05/2012 | 4,000,000.00 | 4,077,328.00 | 4,065,916.40 | 2.125 | | 0.659 | 417 | 05/19/2016 |
| 459200GX3 | 13-007 | IBM | 12/17/2012 | 3,000,000.00 | 3,055,725.00 | 3,046,569.50 | 1.950 | | 0.750 | 481 | 07/22/2016 |
| 594918AG9 | 12-020 | Microsoft Corp | 05/02/2012 | 4,000,000.00 | 4,024,676.00 | 4,019,807.56 | 1.625 | | 0.601 | 180 | 09/25/2015 |
| 594918AK0 | 12-023 | Microsoft Corp | 05/18/2012 | 3,000,000.00 | 3,055,224.00 | 3,046,986.45 | 2.500 | | 0.650 | 316 | 02/08/2016 |
| Subtotal and Average | | | | 25,375,000.00 | 26,232,702.25 | 26,175,634.60 | | | 0.938 | 622 | |
| Federal Agency Issues - Coupon | | | | | | | | | | | |
| 3133ECFV1 | 13-016 | FEDERAL FARM CREDIT BANK | 03/20/2013 | 4,000,000.00 | 4,004,844.00 | 4,000,629.74 | 0.430 | | 0.353 | 306 | 01/29/2016 |
| 3133ECLN2 | 13-020 | FEDERAL FARM CREDIT BANK | 05/06/2013 | 4,000,000.00 | 4,000,656.00 | 4,000,037.49 | 0.250 | | 0.243 | 50 | 05/18/2015 |
| 3133EDDV1 | 14-016 | FEDERAL FARM CREDIT BANK | 01/23/2014 | 4,000,000.00 | 4,017,212.00 | 3,993,976.89 | 1.160 | | 1.220 | 939 | 10/23/2017 |
| 3133EDG89 | 14-018 | FEDERAL FARM CREDIT BANK | 03/03/2014 | 4,000,000.00 | 4,046,092.00 | 4,000,000.00 | 1.250 | | 1.250 | 1,101 | 04/03/2018 |
| 3133EDKP6 | 14-023 | FEDERAL FARM CREDIT BANK | 05/01/2014 | 4,000,000.00 | 4,014,652.00 | 3,998,721.07 | 1.070 | | 1.084 | 887 | 09/01/2017 |
| 3133EDDK5 | 14-025 | FEDERAL FARM CREDIT BANK | 05/06/2014 | 4,000,000.00 | 4,017,672.00 | 4,008,485.96 | 1.000 | | 0.895 | 750 | 04/17/2017 |
| 3133EDKP6 | 14-029 | FEDERAL FARM CREDIT BANK | 06/05/2014 | 4,000,000.00 | 4,014,652.00 | 4,007,628.13 | 1.070 | | 0.990 | 887 | 09/01/2017 |
| 3133ED2D3 | 14-030 | FEDERAL FARM CREDIT BANK | 06/05/2014 | 1,000,000.00 | 1,016,121.00 | 1,013,349.28 | 1.550 | | 0.999 | 904 | 09/18/2017 |
| 313379ER6 | 13-012 | FEDERAL HOME LOAN BANK | 01/16/2013 | 1,260,000.00 | 1,261,005.48 | 1,260,470.52 | 0.500 | | 0.315 | 75 | 06/12/2015 |
| 313375RN9 | 13-018 | FEDERAL HOME LOAN BANK | 04/22/2013 | 3,000,000.00 | 3,017,907.00 | 3,017,340.29 | 1.000 | | 0.388 | 348 | 03/11/2016 |
| 313379ER6 | 13-021 | FEDERAL HOME LOAN BANK | 05/06/2013 | 4,000,000.00 | 4,003,192.00 | 4,002,066.40 | 0.500 | | 0.244 | 75 | 06/12/2015 |
| 3133834R9 | 13-022 | FEDERAL HOME LOAN BANK | 05/13/2013 | 4,000,000.00 | 3,995,480.00 | 3,996,459.05 | 0.375 | | 0.447 | 453 | 06/24/2016 |
| 313383R78 | 14-001 | FEDERAL HOME LOAN BANK | 07/18/2013 | 4,000,000.00 | 4,020,244.00 | 4,002,058.39 | 0.750 | | 0.710 | 477 | 07/18/2016 |
| 3130A0C65 | 14-010 | FEDERAL HOME LOAN BANK | 12/23/2013 | 4,000,000.00 | 4,003,480.00 | 3,991,309.25 | 0.625 | | 0.751 | 640 | 12/28/2016 |
| 313379DD8 | 14-017 | FEDERAL HOME LOAN BANK | 02/28/2014 | 4,000,000.00 | 4,024,120.00 | 4,013,848.45 | 1.000 | | 0.842 | 815 | 06/21/2017 |
| 3130A1NN4 | 14-021 | FEDERAL HOME LOAN BANK | 04/17/2014 | 4,000,000.00 | 4,016,072.00 | 3,994,810.21 | 0.875 | | 0.936 | 787 | 05/24/2017 |
| 3133782N0 | 14-027 | FEDERAL HOME LOAN BANK | 05/08/2014 | 4,000,000.00 | 4,016,636.00 | 4,004,280.08 | 0.875 | | 0.819 | 712 | 03/10/2017 |
| 313383V81 | 15-007 | FEDERAL HOME LOAN BANK | 01/14/2015 | 4,000,000.00 | 4,003,204.00 | 4,003,698.39 | 0.375 | | 0.151 | 152 | 08/28/2015 |
| 3137EADD8 | 12-024 | FEDERAL HOME LOAN MORT CORP | 05/29/2012 | 4,000,000.00 | 4,000,816.00 | 3,999,881.09 | 0.500 | | 0.560 | 19 | 04/17/2015 |
| 3137EACT4 | 14-004 | FEDERAL HOME LOAN MORT CORP | 09/03/2013 | 4,000,000.00 | 4,095,428.00 | 4,080,881.30 | 2.500 | | 0.738 | 425 | 05/27/2016 |
| 3137EAAM1 | 14-011 | FEDERAL HOME LOAN MORT CORP | 12/23/2013 | 4,000,000.00 | 4,323,496.00 | 4,308,635.52 | 5.000 | | 0.834 | 690 | 02/16/2017 |
| 3137EAAM1 | 14-012 | FEDERAL HOME LOAN MORT CORP | 01/10/2014 | 4,000,000.00 | 4,323,496.00 | 4,298,292.51 | 5.000 | | 0.965 | 690 | 02/16/2017 |

Run Date: 04/02/2015 - 08:37

Portfolio CITY
AP
PM (PRF_PM2) 7.3.0

Report Ver. 7.3.3

CITY OF SUNNYVALE
Portfolio Management
Portfolio Details - Investments
March 28, 2015

Page 2

| CUSIP | Investment # | Issuer | Purchase Date | Par Value | Market Value | Book Value | Stated Rate | S&P | YTM 365 | Days to Maturity | Maturity Date |
|---------------------------------------|--------------|-----------------------------|---------------|-----------------------|-----------------------|-----------------------|-------------|-----|--------------|------------------|---------------|
| Federal Agency Issues - Coupon | | | | | | | | | | | |
| 3137EADF3 | 14-022 | FEDERAL HOME LOAN MORT CORP | 04/17/2014 | 4,000,000.00 | 4,046,080.00 | 4,027,343.71 | 1.250 | | 0.922 | 775 | 05/12/2017 |
| 3137EADJ5 | 15-002 | FEDERAL HOME LOAN MORT CORP | 09/02/2014 | 4,000,000.00 | 4,017,216.00 | 4,001,892.96 | 1.000 | | 0.979 | 852 | 07/28/2017 |
| 3137EABA6 | 15-003 | FEDERAL HOME LOAN MORT CORP | 09/03/2014 | 4,000,000.00 | 4,440,012.00 | 4,407,262.11 | 5.125 | | 1.174 | 964 | 11/17/2017 |
| 3137EADN6 | 15-006 | FEDERAL HOME LOAN MORT CORP | 12/04/2014 | 4,000,000.00 | 3,981,188.00 | 3,960,777.14 | 0.750 | | 1.109 | 1,020 | 01/12/2018 |
| 3137EADH9 | 15-010 | FEDERAL HOME LOAN MORT CORP | 02/24/2015 | 4,000,000.00 | 4,022,084.00 | 4,018,979.88 | 1.000 | | 0.787 | 823 | 06/29/2017 |
| 3135G0LN1 | 13-011 | FEDERAL NATL MORTGAGE ASSN | 01/16/2013 | 4,000,000.00 | 4,003,572.00 | 4,001,687.86 | 0.500 | | 0.336 | 95 | 07/02/2015 |
| 3135G0BA0 | 13-019 | FEDERAL NATL MORTGAGE ASSN | 04/22/2013 | 4,000,000.00 | 4,082,808.00 | 4,080,594.20 | 2.375 | | 0.411 | 379 | 04/11/2016 |
| 31359M4D2 | 14-009 | FEDERAL NATL MORTGAGE ASSN | 12/20/2013 | 4,000,000.00 | 4,326,792.00 | 4,308,624.18 | 5.000 | | 0.817 | 687 | 02/13/2017 |
| 3135G0ZB2 | 14-024 | FEDERAL NATL MORTGAGE ASSN | 05/02/2014 | 4,000,000.00 | 4,008,040.00 | 3,991,396.63 | 0.750 | | 0.856 | 753 | 04/20/2017 |
| 3135G0MZ3 | 15-001 | FEDERAL NATL MORTGAGE ASSN | 08/28/2014 | 4,000,000.00 | 4,000,128.00 | 3,983,134.96 | 0.875 | | 1.053 | 883 | 08/28/2017 |
| 3135G0PQ0 | 15-004 | FEDERAL NATL MORTGAGE ASSN | 10/01/2014 | 4,000,000.00 | 4,001,520.00 | 3,969,127.96 | 0.875 | | 1.181 | 942 | 10/26/2017 |
| 3135G0MZ3 | 15-009 | FEDERAL NATL MORTGAGE ASSN | 02/20/2015 | 4,000,000.00 | 4,000,128.00 | 3,999,693.74 | 0.875 | | 0.878 | 883 | 08/28/2017 |
| 880591EQ1 | 14-015 | TENNESSEE VALLEY AUTHORITY | 01/21/2014 | 4,000,000.00 | 4,070,904.00 | 4,008,782.23 | 1.750 | | 1.685 | 1,296 | 10/15/2018 |
| 880591EQ1 | 14-019 | TENNESSEE VALLEY AUTHORITY | 03/06/2014 | 3,966,000.00 | 4,036,301.32 | 3,989,244.06 | 1.750 | | 1.578 | 1,296 | 10/15/2018 |
| 880591EC2 | 14-020 | TENNESSEE VALLEY AUTHORITY | 03/13/2014 | 4,000,000.00 | 4,401,948.00 | 4,357,401.37 | 4.500 | | 1.429 | 1,099 | 04/01/2018 |
| 880591EA6 | 14-028 | TENNESSEE VALLEY AUTHORITY | 05/15/2014 | 4,000,000.00 | 4,412,636.00 | 4,409,118.39 | 5.500 | | 0.978 | 842 | 07/18/2017 |
| 880591CU4 | 15-005 | TENNESSEE VALLEY AUTHORITY | 10/08/2014 | 4,000,000.00 | 4,557,372.00 | 4,536,372.84 | 6.250 | | 1.194 | 992 | 12/15/2017 |
| Subtotal and Average | | | | 149,226,000.00 | 152,645,206.80 | 152,048,294.23 | | | 0.862 | 698 | |
| Treasury Securities - Coupon | | | | | | | | | | | |
| 912828TK6 | 13-001 | UNITED STATE TREASURY | 08/21/2012 | 4,000,000.00 | 4,002,188.00 | 3,997,656.61 | 0.250 | | 0.405 | 139 | 08/15/2015 |
| 912828TP5 | 13-003 | UNITED STATE TREASURY | 10/09/2012 | 3,000,000.00 | 3,001,875.00 | 2,998,883.93 | 0.250 | | 0.330 | 170 | 09/15/2015 |
| 912828PJ3 | 13-004 | UNITED STATE TREASURY | 11/07/2012 | 4,000,000.00 | 4,031,564.00 | 4,025,716.68 | 1.375 | | 0.414 | 246 | 11/30/2015 |
| 912828PM6 | 13-009 | UNITED STATE TREASURY | 12/19/2012 | 4,000,000.00 | 4,057,500.00 | 4,052,046.97 | 2.125 | | 0.398 | 277 | 12/31/2015 |
| 912828KT6 | 13-013 | UNITED STATE TREASURY | 01/18/2013 | 4,000,000.00 | 4,083,436.00 | 4,078,077.91 | 2.375 | | 0.422 | 368 | 03/31/2016 |
| 912828TD2 | 13-014 | UNITED STATE TREASURY | 02/27/2013 | 3,000,000.00 | 3,001,641.00 | 2,999,650.06 | 0.250 | | 0.290 | 108 | 07/15/2015 |
| 912828NP1 | 13-015 | UNITED STATE TREASURY | 02/27/2013 | 3,000,000.00 | 3,016,875.00 | 3,014,860.01 | 1.750 | | 0.288 | 124 | 07/31/2015 |
| 912828SU5 | 13-017 | UNITED STATE TREASURY | 04/17/2013 | 4,000,000.00 | 4,000,624.00 | 4,000,077.03 | 0.250 | | 0.235 | 47 | 05/15/2015 |
| 912828RF9 | 13-023 | UNITED STATE TREASURY | 06/04/2013 | 4,000,000.00 | 4,031,876.00 | 4,024,339.37 | 1.000 | | 0.568 | 521 | 08/31/2016 |
| 912828RJ1 | 13-024 | UNITED STATE TREASURY | 06/27/2013 | 4,000,000.00 | 4,033,124.00 | 4,010,047.89 | 1.000 | | 0.831 | 551 | 09/30/2016 |
| 912828RJ1 | 14-002 | UNITED STATE TREASURY | 08/05/2013 | 4,000,000.00 | 4,033,124.00 | 4,020,252.96 | 1.000 | | 0.660 | 551 | 09/30/2016 |
| 912828RF9 | 14-003 | UNITED STATE TREASURY | 08/19/2013 | 4,000,000.00 | 4,031,876.00 | 4,013,730.32 | 1.000 | | 0.756 | 521 | 08/31/2016 |
| 912828RM4 | 14-005 | UNITED STATE TREASURY | 10/30/2013 | 4,000,000.00 | 4,032,500.00 | 4,025,200.55 | 1.000 | | 0.600 | 582 | 10/31/2016 |
| 912828RU6 | 14-006 | UNITED STATE TREASURY | 11/22/2013 | 4,000,000.00 | 4,025,312.00 | 4,020,441.58 | 0.875 | | 0.567 | 612 | 11/30/2016 |
| 912828RX0 | 14-007 | UNITED STATE TREASURY | 12/06/2013 | 4,000,000.00 | 4,025,624.00 | 4,015,773.86 | 0.875 | | 0.648 | 643 | 12/31/2016 |
| 912828SC5 | 14-008 | UNITED STATE TREASURY | 12/09/2013 | 4,000,000.00 | 4,024,376.00 | 4,012,648.50 | 0.875 | | 0.701 | 674 | 01/31/2017 |

Portfolio CITY
AP
PM (PRF_PM2) 7.3.0

CITY OF SUNNYVALE
Portfolio Management
Portfolio Details - Investments
March 28, 2015

Page 3

| CUSIP | Investment # | Issuer | Purchase Date | Par Value | Market Value | Book Value | Stated Rate | S&P | YTM 365 | Days to Maturity | Maturity Date |
|--------------------------------------|--------------|-------------------------------|---------------|-----------------------|-----------------------|-----------------------|-------------|-----|--------------|------------------|---------------|
| Treasury Securities - Coupon | | | | | | | | | | | |
| 912828SC5 | 14-013 | UNITED STATE TREASURY | 01/10/2014 | 4,000,000.00 | 4,024,376.00 | 3,998,179.66 | 0.875 | | 0.900 | 674 | 01/31/2017 |
| 912828SM3 | 14-026 | UNITED STATE TREASURY | 05/08/2014 | 4,000,000.00 | 4,032,812.00 | 4,013,531.57 | 1.000 | | 0.829 | 733 | 03/31/2017 |
| Subtotal and Average | | | | 69,000,000.00 | 69,490,703.00 | 69,321,115.46 | | | 0.557 | 431 | |
| US Govt Mortgage Passthroughs | | | | | | | | | | | |
| 313401TJ0 | 87-009 | FEDERAL HOME LOAN MORT CORP | 07/01/1994 | 26.92 | 27.22 | 27.58 | 10.000 | | 9.680 | 338 | 03/01/2016 |
| Subtotal and Average | | | | 26.92 | 27.22 | 27.58 | | | 9.680 | 338 | |
| Municipal Bonds | | | | | | | | | | | |
| 13063BNR9 | 12-004 | Muni Bond -ST of CA Water Res | 10/27/2011 | 4,000,000.00 | 4,044,880.00 | 4,000,000.00 | 2.674 | | 2.670 | 186 | 10/01/2015 |
| Subtotal and Average | | | | 4,000,000.00 | 4,044,880.00 | 4,000,000.00 | | | 2.670 | 186 | |
| Total and Average | | | | 297,574,282.50 | 302,386,774.85 | 301,518,327.45 | | | 0.721 | 508 | |

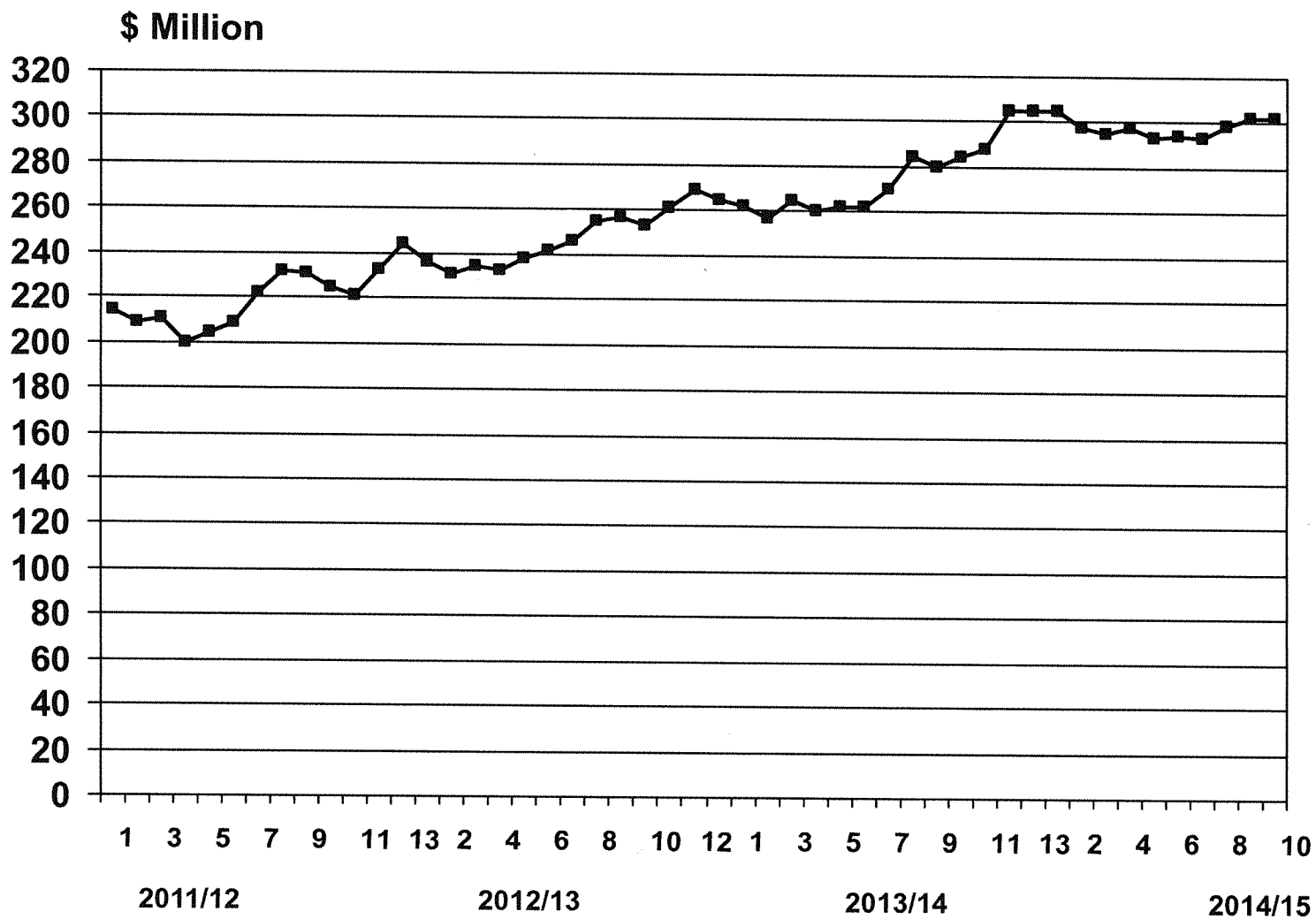
CITY OF SUNNYVALE
Portfolio Management
Activity By Type
March 1, 2015 through March 28, 2015

Page 1

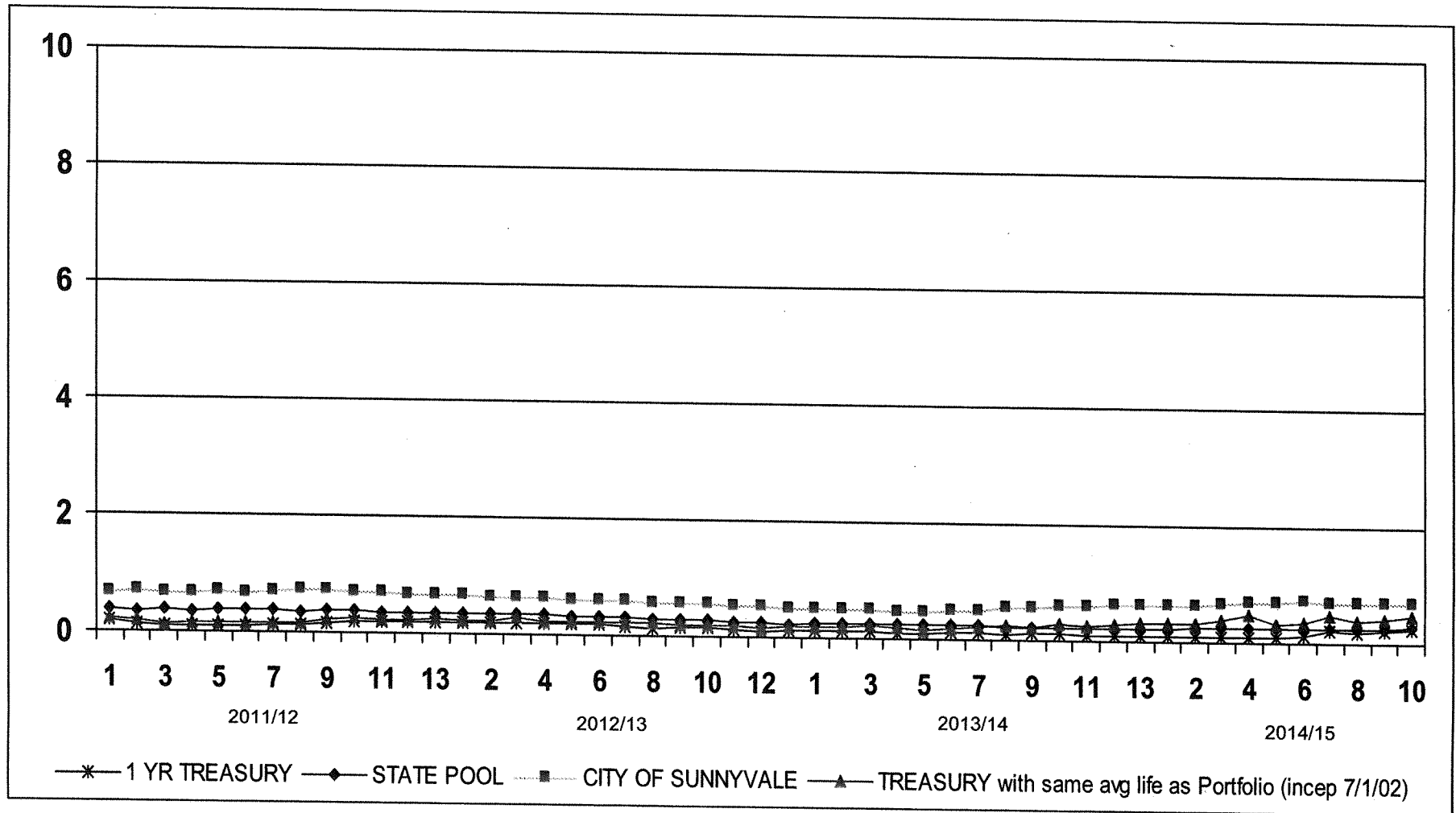
| CUSIP | Investment # | Issuer | Stated Rate | Transaction Date | Purchases or Deposits | Redemptions or Withdrawals | Balance |
|--|--------------|-----------------------------|----------------|---------------------|--------------------------|-------------------------------|-----------------------|
| Managed Pool Accounts (Monthly Summary) | | | | | | | |
| Subtotal | | | | | | | 49,973,255.58 |
| Medium Term Notes | | | | | | | |
| 36962G5H3 | 15-011 | GENERAL ELECTRIC | 3.350 | 03/17/2015 | 4,162,720.00 | 0.00 | |
| Subtotal | | | | | | | 4,162,720.00 |
| Federal Agency Issues - Coupon | | | | | | | |
| 3135G0HG1 | 13-010 | FEDERAL NATL MORTGAGE ASSN | 0.375 | 03/16/2015 | 0.00 | 4,000,000.00 | |
| Subtotal | | | | | | | 4,000,000.00 |
| Treasury Securities - Coupon | | | | | | | |
| Subtotal | | | | | | | 69,321,115.46 |
| US Govt Mortgage Passthroughs | | | | | | | |
| 313401TJ0 | 87-009 | FEDERAL HOME LOAN MORT CORP | 10.000 | 03/15/2015 | 0.00 | 2.73 | |
| Subtotal | | | | | | | 2.73 |
| Municipal Bonds | | | | | | | |
| Subtotal | | | | | | | 4,000,000.00 |
| Total | | | | | 4,162,720.00 | 4,000,002.73 | 301,518,327.45 |

INVESTMENT PORTFOLIO

PORTFOLIO TREND



INVESTMENT PORTFOLIO COMPARISON OF ANNUAL YIELDS





City of Sunnyvale

Agenda Item

15-0156

Agenda Date: 5/5/2015

REPORT TO COUNCIL

SUBJECT

Approve 2015-2020 Housing and Urban Development (HUD) Consolidated Plan

REPORT IN BRIEF

The U.S. Department of Housing and Urban Development (HUD) requires all local jurisdictions that receive Community Development Block Grant (CDBG) and HOME Investment Partnerships Program funds as an annual entitlement grant to prepare a five-year strategic planning document known as a "Consolidated Plan" or "ConPlan". The City is an entitlement grantee of CDBG and HOME funds. The ConPlan describes the grantees' priority community needs and proposed uses of CDBG, HOME, and other available funds during the five-year period. The City's current ConPlan was approved in 2010 and expires on June 30, 2015. Until the new ConPlan is adopted, the 2010 ConPlan will remain in effect. The main policies, programs, and goals of the 2010 ConPlan are quite similar to those in the Draft 2015-2020 ConPlan, as they remain valid today. However, the Draft 2015-2020 ConPlan does not include as many references to issues resulting from the 2009 recession, such as the foreclosure crisis and high unemployment rates, which no longer reflect current market conditions.

Staff has prepared the Draft 2015-2020 ConPlan (Attachment 1) in accordance with federal requirements governing the use of these entitlement grants, including the citizen participation requirements and a new HUD format driven by a new HUD software system which grantees must now use to develop their ConPlans, as discussed further below. The ConPlan identifies the City's priority needs for housing and community development, and provides a strategy to address those needs, including goals regarding affordable housing; alleviation of homelessness; public services, facilities, and neighborhood improvements; and economic development.

Staff recommends that Council approve the 2015-2020 Consolidated Plan as provided in Attachment 1.

The Housing and Human Services Commission (HHSC) reviewed the Draft 2015-2020 ConPlan and recommended its approval at its meeting on April 22, 2015. Draft minutes of that meeting are provided in Attachment 2. The final ConPlan must be submitted to HUD by May 15, 2015.

BACKGROUND

The ConPlan is a five-year strategic planning document required by HUD as a condition of providing annual CDBG and HOME entitlement grants to the City. The ConPlan is intended to serve as:

- 1) A planning document for the jurisdiction, which builds on a participatory process among citizens, organizations, businesses, and other stakeholders;
- 2) An application for federal funds under HUD's formula grant programs for local jurisdictions;
- 3) A strategy to be followed in carrying out HUD programs; and
- 4) A management tool for assessing performance and tracking results.

The Code of Federal Regulations, Title 24, Volume 1, Section 91.2, requires the ConPlan to include the following components:

- An assessment of the housing and community development needs of the jurisdiction;
- A strategy that establishes priorities for addressing the identified housing and community development needs; and
- A one-year Action Plan that describes the intended uses of HUD funds and other available resources for the first year of the 5-year ConPlan period. A draft of the first Action Plan, for FY 2015-16, is the subject of a separate report on the Council's agenda.

HUD requires the ConPlan to cover a five-year planning period; however, it must only be implemented for as long as Sunnyvale receives Community Development Block Grant (CDBG) funds and/or HOME funds directly from HUD under the entitlement provisions of these programs. Sunnyvale's Draft 2015-2020 ConPlan will cover the period from July 1, 2015 through June 30, 2020.

The CDBG statutes set forth three basic goals for the use of CDBG funds: to provide decent housing, a suitable living environment, and expand economic opportunities, primarily for lower-income people. The HOME Program statutes provide one primary goal for the use of HOME funds, which is to provide housing affordable to lower-income households. This may be achieved by providing financial assistance for new construction, rehabilitation, or acquisition of affordable rental housing, acquisition of sites for housing, and/or tenant-based rental assistance.

The ConPlan must describe how the CDBG and HOME goals will be addressed by all of the programs and projects proposed for CDBG and HOME funding during the next five years. It must also include strategies for effective and coordinated local and regional approaches to meeting these goals and objectives, and describe how the city will use federal and any other available resources to address the identified priority needs.

New HUD Software Platform

In 2012, HUD introduced the "eCon Planning Suite", a collection of new online software tools it developed to "help grantees create market-driven, leveraged housing and community development plans." The new software includes some limited GIS mapping capabilities and relevant Census Bureau and HUD data for each jurisdiction, to help grantees complete the needs analysis required for the ConPlan.

The new HUD software also includes new document templates which grantees must use to prepare their ConPlans and Annual Action Plans from now on. The format produced with these templates is more constrained than the relatively free-form ConPlans allowed in prior years, so the Draft 2015-2020 ConPlan (Attachment 1) looks quite different than the City's 2010 ConPlan. For instance, the template is structured as a series of standardized questions or required statements that cannot be edited, with spaces for responses to the questions to be filled in by grantee staff. The space for each response has a limit of 4,000 characters, or less in some cases. In addition, the HUD-required tables are all labeled and numbered by the system in a way that can be a bit confusing. The plan produced by the new template is somewhat shorter, but perhaps slightly less reader-friendly than the current ConPlan. Staff has attempted to make the document as readable as possible within the constraints of this new template.

EXISTING POLICY**2015-2023 Housing Element**

- Goal A Assist in the provision of adequate housing to meet the diverse needs of Sunnyvale's households of all income levels.
- Goal B Maintain and enhance the condition and affordability of existing housing in Sunnyvale.
- Goal E Promote equal housing opportunities for all residents, including Sunnyvale's special needs populations, so that residents can reside in the housing of their choice.

Human Services Policy 5.1.3

The City shall make its best efforts to provide supplemental human services, which include but are not limited to emergency services, senior services, disabled services, family services and youth services.

ENVIRONMENTAL REVIEW

This matter is not a project within the meaning of CEQA because the creation of government funding mechanisms or other government fiscal activities do not involve commitment to any specific project which may result in a potentially significant physical impact on the environment. (Guideline 15378(b)(4).)

DISCUSSION**Collaboration and Public Participation Requirements**

One of the goals of the ConPlan process is to effectively engage public participation and identify the needs of lower-income residents, who are the primary intended clients of the CDBG and HOME programs. The ConPlan also creates an opportunity for strategic planning and citizen participation to take place in a comprehensive context. In other words, multiple needs competing for the same limited funds are considered at the same time for potential HUD funding, and general funding priorities are developed for use in the five-year planning period. The required planning process consists of: 1) conducting outreach and holding public meetings in order to engage the general public, partner agencies and stakeholders, 2) identifying strategic opportunities, 3) increasing community awareness of the federal grants and of community needs, and 4) aligning resources to address the priority needs.

Staff coordinated with the other entitlement jurisdictions in Santa Clara County to begin the process of updating all the jurisdictions' ConPlans for the 2015-2020 period. For many years, Housing staff has participated in the county-wide "CDBG Coordinators Group" which meets quarterly to coordinate efforts related to the CDBG and HOME grants and required planning processes. In 2014 this group decided to jointly hire a consultant to assist with all of the ConPlan updates, similar to the joint process which was implemented in 2010, the last time the ConPlans needed to be updated. Staff participated in this group effort both times, which resulted in significant cost savings to all participating jurisdictions, compared to what would have been required if every city and the county contracted separately for this work.

The CDBG coordinators group met several times to develop a request for proposals, review the proposals, interview proposers, and select a consultant for this project. A consultant team consisting of LeSar Development Consultants and MIG, Inc. was selected to develop an initial draft ConPlan for

each participating jurisdiction that would be consistent with the new HUD software system and ongoing statutory requirements. The draft plans developed by the group with the help of the consultants, would establish a set of regional goals which could then be customized by each jurisdiction to address local needs, and specify each jurisdiction's objectives and funding priorities, while retaining some consistent background data and goals that are regional in nature. The resulting ConPlan for each jurisdiction would include community goals, objectives and priority needs which would set the stage for the annual Action Plans to be developed during the five-year period.

Public participation was a key component of the development of the draft ConPlans. The CDBG coordinators group, with the help of the consultants, launched the regional outreach effort described below to inform and develop the priorities and strategies contained within the draft ConPlans provided to each jurisdiction. This outreach effort engaged various stakeholders, including residents, affordable housing providers, health and human services agencies, the Housing Authority, staff of relevant city and county departments, and clients of some of these agencies. Sunnyvale staff then added some additional local detail to the Sunnyvale Draft ConPlan, using input obtained in local hearings before the Commission and Council between October 2014 and March 2015, as well as some of the goals and policies in the 2010 ConPlan, which remain relevant today, and other relevant local information.

Regional Outreach Effort

A comprehensive summary of the regional public participation process described below, and how it impacted goal-setting, is provided in the Appendix of the Draft ConPlan (Attachment 1). The process consisted of a regional survey and three regional forums held between September and November 2014, described briefly below.

The consultants, with direction and assistance from jurisdiction staff, conducted a regional needs survey to solicit input from stakeholders in Santa Clara County. This survey was conducted online and on paper to reach the widest possible audience. Survey respondents were informed that the purpose of this survey was to help the participating jurisdictions determine local priorities for use of their HUD entitlement funds, which must be used to fund projects or programs that primarily serve lower-income residents and/or local neighborhoods with a higher percentage of lower-income residents. The survey polled respondents about the level of need in their neighborhoods for various types of improvements, projects or programs that should be considered for HUD funding. It is important to note that the regional survey results reflect the community development concerns and priorities of the respondents. Since the survey was distributed through available outreach methods, and respondents were not necessarily a representative sample of the region's entire population, the survey results were augmented with other sources, such as Census and HUD data on housing market conditions, demographic and economic indicators, as well as input from the regional forums and local hearings, to complete the needs assessment.

The three regional public forums were held to educate and engage local stakeholders about the ConPlan process, and to identify priority housing and community development needs. The regional forums were held in Mountain View, San Jose, and Gilroy to be convenient to the northern, central, and southern parts of the county. In total, seventy-six people attended the regional forums, including community members, service providers, and other interested stakeholders.

Sunnyvale staff attended and assisted with the Mountain View forum. Staff also provided public notice of the survey and regional forums through various outreach methods, including emails to the

Housing Division's e-newsletter and affordable housing interest list, posting in the biweekly City Manager's blog, on the Housing Division webpage, posting flyers at City Hall and the Library, and announcing the forums at the Commission meetings. In addition, the consultant team provided social media posts and distributed paper flyers to various organizations and community centers throughout the county using a contact list developed jointly by the CDBG coordinators group.

Public Hearings in Sunnyvale

Sunnyvale began holding local public hearings on its 2015 ConPlan update in October 2014 with the biennial priority needs hearing. By the time the 2015 ConPlan is adopted by Council, a total of seven local public hearings will have been held on the priority needs and/or the Draft 2015 ConPlan before the Commission or Council. Minutes of the hearings held to date are included in the Appendix to the ConPlan, and those of the final meeting will be added to the final version to be submitted to HUD.

Priority Needs Identified Through Outreach Process

The table below provides a snapshot of the priority needs identified through the regional forums and regional needs survey, and the ConPlan goal associated with each need. Some needs relate to more than one goal, as indicated in the table. While these needs were derived from a county-wide outreach process, they likely apply to communities throughout the county, including Sunnyvale. Most of the listed needs are addressed in the Draft 2015-2020 ConPlan for Sunnyvale. Not all needs can be addressed with the limited HUD funding available, therefore the Sunnyvale ConPlan prioritizes those needs which are most pressing in Sunnyvale, and for which local projects or programs can be feasibly developed with CDBG and HOME funds. Some of the listed needs are addressed with non-HUD local funds, such as homelessness prevention and some of the public services. These needs can be further refined with input received during the public hearings before the HHSC and Council.

| Goals | Affordable Housing | Alleviation of Homelessness | Community Development | Economic Development |
|--|---------------------------|------------------------------------|------------------------------|-----------------------------|
| Priority Needs | | | | |
| Affordable Rental Housing <i>including special needs housing</i> | X | X | | |
| Fair Housing Services | X | X | | |
| Rental Assistance (TBRA) | X | X | | |
| Emergency Assistance <i>shelter/transitional housing, homelessness prevention, rapid re-housing</i> | | X | | |
| Public Services <i>food, clothing, health care, shelter, case management, legal assistance, counseling, etc.</i> | | X | X | |
| Employment Development <i>for homeless and at-risk clients</i> | | X | | X |
| Community Facilities and Infrastructure <i>accessibility improvements pedestrian improvements</i> | | | X | |

Needs Assessment

The first major required section of the ConPlan is the Needs Assessment. The needs shown above are described in more detail in that section, with a number of HUD-required tables, generated using the new HUD software system, as well as other relevant Census data and local information. Much of the content is quite similar to the data provided in the Housing Needs Assessment of the City's recently adopted 2015 Housing Element of the General Plan. The main difference is that the Housing Element does not address economic development issues as much, as that is covered in other elements of the General Plan. The Needs Assessment provides evidence that there is a significant shortage of affordable housing throughout the region, and that lower-income residents need various types of assistance to help them cope with rising housing costs and very limited availability of affordable housing, such as legal services, food aid, and emergency assistance. The affordable housing shortage is also a primary factor in the increasing population of unsheltered homeless people in the county, which has been widely covered in the media recently. Although data from the 2015 Homeless Census and Survey is not yet available, data from the 2013 Census is included in the needs assessment.

Strategic Plan

The second section of the ConPlan is the Strategic Plan, which is intended to help guide the City in allocating its CDBG and HOME funds to various projects and programs to meet the priority needs during the five-year period. The primary goals in Sunnyvale's draft Strategic Plan, consistent with the table above, are:

- A. Affordable Housing
- B. Alleviation of Homelessness
- C. Other Community Development Efforts (public services, facilities and infrastructure)
- D. Expand Economic Opportunities

These goals and their associated strategies, programs and projects are described briefly in the Executive Summary and in further detail in the Strategic Plan section of the Draft 2015-2020 ConPlan (Attachment 1).

The ConPlan must be approved by Council and submitted to HUD no later than May 15, 2015. HUD must approve the ConPlan within 45 days of receipt (by July 1, 2015).

FISCAL IMPACT

Approval of the 2015-20 ConPlan will not impact the General Fund, but it will qualify the City to receive its CDBG and HOME grants for the next five years, subject to continued federal appropriations. Upon HUD approval, the recommended action will provide an estimated \$1.2 million annually in CDBG and HOME funding to the City, assuming level funding for the next five years.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website. In addition, an extensive regional and local public outreach process has been followed as part of the development of the Draft ConPlan.

A public hearing on the Draft 2015-2020 ConPlan was conducted by the HHSC on April 22, 2015. Several public hearings on subjects related to the ConPlan were held between October 2014 and March 2015. Minutes of these hearings are provided in the Appendix to the ConPlan, in Attachment 1. A thirty-day public comment and review period began on March 23, 2015, and a copy of the Draft was made available for public review at City Hall, in the Sunnyvale Library, and on the City's website. Minutes of the April HHSC meeting are provided in Attachment 2. Public comments received in written form are included in Attachment 3.

ALTERNATIVES

1. Approve the 2015-2020 Consolidated Plan as provided in Attachment 1.
2. Approve the 2015-2020 Consolidated Plan with modifications.

STAFF AND COMMISSION RECOMMENDATION

Alternative 1: Approve the 2015-2020 Consolidated Plan as provided in Attachment 1 to the report. The 2015-2020 ConPlan meets the current HUD requirements for content and public participation. It sets forth local goals, reflects regional collaboration, and describes how the City will use its HUD funds to address local housing and community development needs during the next five years. At its April meeting, the HHSC voted unanimously among those present (5-0, with two absences) to recommend approval of the 2015-2020 ConPlan as provided in Attachment 1.

Prepared by: Katrina L. Ardina, Housing Programs Analyst

Reviewed by: Suzanne Isé, Housing Officer

Reviewed by: Hanson Hom, Director, Community Development

Reviewed by: Robert A. Walker, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Draft 2015-2020 Consolidated Plan
2. Draft Minutes of the April 22, 2015 HHSC Meeting
3. Written Public Comments

CITY OF SUNNYVALE, CA

FY 2015-2020

CONSOLIDATED PLAN



Onizuka Crossing Groundbreaking Ceremony, February 2015



North County Regional Forum, September 2014



Parkside Studios Under Construction, March 2015

DRAFT FOR PUBLIC REVIEW
APRIL 5, 2015

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Initial Draft Prepared for the City of Sunnyvale by:

LeSar DC and MIG, Inc.

Edited by:

City of Sunnyvale Housing Division

Housing.inSunnyvale.com

456 W. Olive Avenue, Sunnyvale, CA 94086

P.O. Box 3707, Sunnyvale, CA 94088

Tel: (408) 730-7250

Housing@Sunnyvale.CA.gov



Prepared by:

LeSar Development Consultants

www.LeSarDevelopment.com

Jennifer LeSar

President and CEO

619-236-0612 X102

jennifer@lesardevelopment.com

Vicky Joes

Principal

619-236-0612 x102

vicky@lesardevelopment.com

Keryna Johnson

Senior Associate

619-236-0612 x107

keryna@lesardevelopment.com

Prepared by:

MIG

www.migcom.com

Laura Stetson

Principal

626-744-9872

lstetson@migcom.com

Jamillah Jordan

Outreach Specialist

510-845-7549

jamillahj@migcom.com

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan**Table of Contents**

| | |
|--|-----|
| Table of Contents..... | 1 |
| List of Tables | 2 |
| Executive Summary | 4 |
| ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)..... | 4 |
| The Process..... | 8 |
| PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)..... | 8 |
| PR-10 Consultation - 91.100, 91.200(b), 91.215(l)..... | 9 |
| PR-15 Citizen Participation | 17 |
| Needs Assessment | 24 |
| NA-05 Overview | 24 |
| NA-10 Housing Needs Assessment - 24 CFR 91. 205 (a,b,c)..... | 30 |
| NA-15 Disproportionately Greater Need: Housing Problems – 91. 205 (b)(2) | 38 |
| NA-20 Disproportionately Greater Need: Severe Housing Problems – 91. 205 (b)(2)..... | 41 |
| NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91. 205 (b)(2)..... | 44 |
| NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)..... | 46 |
| NA-35 Public Housing – 91. 205(b) | 48 |
| NA-40 Homeless Needs Assessment – 91. 205(c)..... | 53 |
| NA-45 Non-Homeless Special Needs Assessment - 91. 205 (b,d)..... | 59 |
| NA-50 Non-Housing Community Development Needs – 91. 215 (f)..... | 64 |
| Housing Market Analysis..... | 68 |
| MA-05 Overview..... | 68 |
| MA-10 Number of Housing Units – 91. 210(a)&(b)(2) | 71 |
| MA-15 Housing Market Analysis: Cost of Housing - 91. 210(a)..... | 76 |
| MA-20 Housing Market Analysis: Condition of Housing – 91. 210(a)..... | 80 |
| MA-25 Public and Assisted Housing – 91. 210(b)..... | 83 |
| MA-30 Homeless Facilities and Services – 91. 210(c)..... | 86 |
| MA-35 Special Needs Facilities and Services – 91. 210(d)..... | 93 |
| MA-40 Barriers to Affordable Housing – 91. 210(e) | 95 |
| MA-45 Non-Housing Community Development Assets – 91. 215 (f)..... | 96 |
| MA-50 Needs and Market Analysis Discussion..... | 102 |
| 5 Five-Year Strategic Plan | 106 |
| APPENDIX..... | 114 |
| Table of Acronyms | 115 |
| Sunnyvale Public Hearing Minutes..... | 116 |
| Regional Outreach Process Summary and Results..... | 133 |
| MAP 2..... | 154 |
| Written Comments Received..... | 156 |
| Complete Table 2: Participants in the Process | 172 |
| Table of Agencies Contacted | 179 |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

List of Tables

| | |
|---|----|
| Table 1 - Responsible Agency | 8 |
| Table 2 - Agencies, Groups, and Organizations that Attended Regional and Community Forums | 13 |
| Table 3 - Other Local / Regional / Federal Planning Efforts | 15 |
| Table 4 - Citizen Participation Outreach | 21 |
| Table 5 - Housing Needs Assessment Demographics (City) | 30 |
| Table 6 - Total Households (City) | 30 |
| Table 7 - Housing Problems (City) | 31 |
| Table 8 - Severe Housing Problems (City) | 32 |
| Table 9 - Cost Burden (Greater than 30% of Household Income) (City) | 32 |
| Table 10 - Severe Cost Burden (Greater than 50% of Household Income) (City) | 33 |
| Table 11 - Over-crowding Information (City) | 33 |
| Table 12 - Lower-Income Households with Children Present (City) | 33 |
| Table 13 - Sunnyvale ELI Households with Cost Burden (At-Risk Households) | 34 |
| Table 14 - Disproportionately Greater Need 0 - 30% AMI (City) | 38 |
| Table 15 - Disproportionately Greater Need 30 - 50% AMI (City) | 38 |
| Table 16 - Disproportionately Greater Need 50 - 80% AMI (City) | 39 |
| Table 17 - Disproportionately Greater Need 80 - 100% AMI (City) | 39 |
| Table 18 - Disproportionately Greater Need (City) | 39 |
| Table 19 - Severe Housing Problems 0 - 30% AMI (City) | 41 |
| Table 20 - Severe Housing Problems 30 - 50% AMI | 41 |
| Table 21 - Severe Housing Problems 50 - 80% AMI (City) | 42 |
| Table 22 - Severe Housing Problems 80 - 100% AMI (City) | 42 |
| Table 23 - Disproportionately Greater Need (City) | 42 |
| Table 24 - Greater Need: Housing Cost Burdens AMI (City) | 44 |
| Table 25 - Public Housing/Voucher Units by Program Type (Sunnyvale) | 48 |
| Table 26 - Characteristics of HACSC Client Households by Program Type (Sunnyvale) | 49 |
| Table 27 - Race of HACSC Client Households by Program Type (Sunnyvale) | 49 |
| Table 28 - Ethnicity of Public Housing Residents by Program Type (Sunnyvale) | 50 |
| Table 29 - Resources Requested by Section 8 Participants (County) | 51 |
| Table 30 - Homeless Needs Assessment (City/County) | 56 |
| Table 31 - Exited Homelessness (Sunnyvale) | 57 |
| Table 32 - Days to Housing (County) | 57 |
| Table 33 - Race and Ethnic Group of Homeless Clients (Sunnyvale) | 57 |
| Table 34 - Elderly Population (City) | 60 |
| Table 35 - Disability Status of Sunnyvale Population | 61 |
| Table 36 - Households by Size, Sunnyvale | 61 |
| Table 37 - Sunnyvale Housing Stock by Units in Structure | 71 |
| Table 38 - Unit Size by Tenure (City) | 71 |
| Table 39 - Inventory of Active Below Market Rate Rental Units (City) | 72 |
| Table 40 - Inventory of Assisted Rental Housing (City) | 72 |
| Table 41 - HACSC Special Needs Populations (County) | 74 |
| Table 42 - Cost of Housing in Sunnyvale, 2005-2014 | 76 |
| Table 43 - Rent Paid in Sunnyvale, 2007-2011 | 76 |
| Table 44 - Housing Affordability in Sunnyvale, 2007-2011 | 77 |
| Table 45 - HUD Rent Limits and Actual Rents, Sunnyvale, 2014 | 77 |
| Table 46 - Sunnyvale Household Income Levels by Tenure, 2007-2011 | 77 |
| Table 47 - Unit Affordability Compared to Household Income Levels, 2007-2011 | 78 |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| | |
|--|----|
| Table 48 - Condition of Units (City) | 80 |
| Table 49 - Year Unit Built (City)..... | 80 |
| Table 50 - Risk of Lead-Based Paint (City) | 81 |
| Table 51 - Vacant Units (City) | 81 |
| Table 52 - Total Number of Units by Program Type (County)..... | 84 |
| Table 53– Public Housing Condition | 84 |
| Table 54 - HACSC Family Self Sufficiency Report (County)..... | 85 |
| Table 55 - Facilities and Housing Targeted to Homeless Households (County) | 86 |
| Table 56 - Homeless Housing Inventory Chart (County) | 89 |
| Table 57 - Licensed Community Care Facilities (City) | 93 |
| Table 58 – Jobs / Employed Residents Ratio (County) | 96 |
| Table 59 - Business Activity (City)..... | 97 |
| Table 60 - Labor Force (City) | 97 |
| Table 61 - Occupations by Sector (City)..... | 97 |
| Table 62 - Travel Time (City)..... | 97 |
| Table 63 - Educational Attainment by Employment Status (City)..... | 98 |
| Table 64 - Educational Attainment by Age (City) | 98 |
| Table 65 - Educational Attainment by Age - 25 and Older (City)..... | 99 |
| Table 66 - Median Earnings in the Past 12 Months (City)..... | 99 |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan**Executive Summary****ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)****Introduction**

This 2015-20 Consolidated Plan (Plan) serves as an application for funds under two formula grant programs administered by the U.S. Department of Housing and Urban Development (HUD) which provide the City of Sunnyvale (City) with approximately \$1.2 million annually: a Community Development Block Grant (CDBG) of approximately \$990,000, and a HOME Investment Partnerships (HOME) Program grant of approximately \$234,000. In addition to these grants, the City has a local Housing Mitigation Fund (HMF), which is used to support local affordable housing programs, including some that are not eligible for HUD funding. This fund is derived from fees received occasionally in varying amounts, and there is no guaranteed annual funding amount, therefore less emphasis is placed on these funds as a regular funding source in this Consolidated Plan.

The City is the Lead Agency for the United States Department of Housing and Urban Development (HUD) entitlement programs. The City's Housing Division (HD) within the Community Development Department is responsible for the administration of both the CDBG and HOME Program Grants. The Plan was prepared in accordance with HUD's Office of Community and Planning Development (CPD) eCon Planning Suite, including the Consolidated Plan template in IDIS (Integrated Disbursement and Information System). Most of the data tables in the Plan are populated with default data from the U.S. Census Bureau, mainly 2006-2010 Comprehensive Housing Affordability Strategy (CHAS) and American Community Survey (ACS) data. Other sources are noted throughout the Plan, including the addition of more recent data where practical. The research process involved the analysis of the following key components: demographic, economic, and housing data; affordable housing market; special needs populations (homeless and non-homeless); and consultation with public and private agencies, as well as citizen participation.

The Plan process also included the development of the first-year Action Plan which is the annual plan the City prepares pursuant to the goals outlined in the Plan. The Action Plan details the activities the City will undertake to address the housing and community development needs and local objectives using HOME and CDBG funds received during program year 2015/2016. The Plan is divided into six sections with the Needs Assessment, Market Analysis, and Strategic Plan forming the key sections:

- Executive Summary
- Process
- Needs Assessment
- Market Analysis
- Strategic Plan
- Annual Action Plan

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

SUMMARY OF THE OBJECTIVES AND OUTCOMES IDENTIFIED IN THE PLAN

Needs Assessment Overview

The City has organized its priority needs according to the structure presented in HUD regulations (24 CFR 91.215): affordable housing, alleviation of homelessness, economic development, and non-housing community development. Priority is assigned based on the level of need that is demonstrated by the data that has been collected during the preparation of the Plan, specifically in the Needs Assessment and Market Analysis; the information gathered during the consultation and citizen participation process; current City policy, federal laws and regulations related to the HUD grants, and the availability of resources to address these needs. Based on all of these components, housing needs are considered a high priority, as well as alleviation of homelessness, economic development, and non-housing community development needs.

The City's goals and objectives are organized into four categories:

- A. Affordable Housing (including housing for special needs households)
- B. Alleviation of Homelessness
- C. Other Community Development Efforts (Public Services, Community Facilities and Infrastructure)
- D. Expanding Economic Opportunities

Evaluation of Past Performance

The City is responsible for ensuring compliance with all rules and regulations associated with the CDBG and HOME entitlement grant programs. The City's Annual Action Plans and CAPERs have provided many details about the goals, projects and programs completed by the City over the past five years. A review of past consolidated annual performance and evaluation reports reveals a strong record of performance in the use of CDBG and HOME funds.

The City's key accomplishments over the 2010 to 2015 Consolidated Plan period include the following:

- Completion of the Columbia Neighborhood Center Expansion has provided more space for health services and expanded social, educational, and recreational services to low-income households. The facility was placed in service in May 2012;
- The 124-unit Fair Oaks Plaza Senior Housing Project for very low- and extremely low-income seniors was completed and occupied in October 2011. The City provided \$1.4 million in HOME funds, and nearly \$5 million in local funds to this project;
- Construction of a new 59-unit affordable housing development known as Parkside Studios, scheduled for completion in May 2015. The project will include 58 studios for very low and extremely low income households, including 18 reserved for those transitioning out of homelessness. The City provided \$850,000 in HOME funds and \$4.1 million in local funds for this development as part of a federal military base realignment project;
- Construction of a new 58-unit affordable housing development known as Onizuka Crossing that will house 29 formerly homeless households and 28 very low and extremely low-income households, scheduled for completion in June 2016. The City

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

provided this development with \$1.3 million in HOME funds and \$4.1 million in local funds, also part of the base realignment project;

- Preserved affordability and rehabilitated more than 326 units of multi-family rental housing, four special needs group homes, two transitional housing complexes, and a several senior housing units using HOME, CDBG, and local funds;
- Assisted over 8,200 households through its Public Services Program;
- Established a TBRA program to assist residents currently experiencing or at imminent risk of homelessness, and other very low income households, to obtain and maintain rental housing. This program has assisted 31 households to date in obtaining housing;
- Assisted a local community-based development organization (CBDO) to implement the “WorkFirst Sunnyvale” program for homeless and at-risk clients. As of March 2015, more than 150 clients of this program have graduated from Job Search Skills classes, 52 have obtained regular paid employment, and 26 have obtained housing through this program;
- Provided a total of \$656,155 in CDBG public services funds to providers of shelter and homeless services; and
- Provided eight local micro-enterprises with seed grants and technical assistance.

Summary of Citizen Participation and Consultation Process

The City, in collaboration with other local jurisdictions and the consultant team, launched a comprehensive outreach strategy to enhance and broaden citizen participation in the preparation of the Consolidated Plan. The team informed the public that it was in the process of creating the 2015-2020 Consolidated Plan, and encouraged public participation in the process by conducting a Regional Needs Survey and hosting regional forums in collaboration with other jurisdictions in the County, and conducting local hearings.

Approximately 4,847 entities, organizations, agencies, and persons were directly engaged by the regional outreach efforts, and were asked to share materials with their beneficiaries, partners, and contacts. These stakeholders were also encouraged to promote attendance at the public forums and to solicit responses to the Regional Needs Survey. Stakeholder engagement included phone calls, targeted emails, newsletter announcements, social media posts, and personalized requests from City staff. The City provided public notice of the Regional Needs Survey and regional and community forums through various outreach methods, including newspaper postings, the internet, email, social media, and hard copy flyers distributed to various organizations and at local community centers.

Two hundred and nine (209) people participated in the regional and community forums, including residents, service providers, community advocates, and interested stakeholders. A total of 11 regional and community forums were held in the following locations: Gilroy, Los Gatos, Morgan Hill, San José, Saratoga, and Mountain View, from September 2014 to November 2014. One thousand four hundred seventy-two (1,472) individuals completed the Regional Needs Survey.

Summary of Public Comments

A summary of the written comments received is provided in the Appendix.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Summary of Comments or Views Not Accepted and The Reasons For Not Accepting Them

All comments were received and accepted. Comments received during the public review period will be included in the final draft of the Plan.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

The City of Sunnyvale Housing Division is the agency responsible for preparing the Consolidated Plan and administering the City's CDBG and HOME grants, as shown in **Table 1**.

Table 1 - Responsible Agency

| Agency Role | Agency Name | Department / Division |
|---------------------------|-------------------|---|
| CDBG & HOME Administrator | City of Sunnyvale | Department of Community Development, Housing Division |

Lead and Responsible Agency

The City of Sunnyvale (City) is the Lead and Responsible Agency for the United States Department of Housing and Urban Development's (HUD) entitlement programs in Sunnyvale. The Housing Division (HD), a division of the City's Community Development Department, is responsible for administering the City's HUD entitlement grants, including the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Program grant. By federal law, the City is required to submit to HUD a five-year Consolidated Plan and Annual Action Plans listing priorities and strategies for the use of federal funds.

The Consolidated Plan shows how the City plans to use its CDBG and HOME funds to meet the housing and community development needs of its residents. To update its 2015-2020 Consolidated Plan, the City collaborated with the County of Santa Clara (County) and other entitlement jurisdictions in the County to identify and prioritize housing and community development needs across the region, and to develop strategies to meet those needs.

Consolidated Plan Public Contact Information:

City of Sunnyvale Housing Division

Suzanne Isé, Housing Officer
 Katrina L. Ardina, Housing Programs Analyst
 456 W. Olive Avenue / PO Box 3707
 Sunnyvale, CA 94088
 Tel: (408) 730-7250
 Fax: (408) 737-4906
 Email: Housing@Sunnyvale.ca.gov
Housing.inSunnyvale.com

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

PR-10 Consultation - 91.100, 91.200(b), 91.215(I)

Introduction

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215[I]).

The City has a long history of coordination and partnership with the local public housing provider, which is the Housing Authority of the County of Santa Clara (HACSC), and a number of assisted housing providers, such as Charities Housing, MidPen Housing Corp., First Community Housing, and various others. The City also has a long history of coordinating with and/or providing funding to various local private and public health, mental health, and human services agencies, such as the County Mental Health Department, the local Valley Medical Center, and a variety of service providers that serve seniors, disabled clients, homeless clients, and other lower-income and at-risk clients. More detail on these service agencies is provided in the section of the Strategic Plan on non-housing community development needs.

In addition, in preparing this Consolidated Plan (ConPlan), the City collaborated with seven other entitlement grantee jurisdictions (Entitlement Jurisdictions):

- City of Cupertino
- City of Gilroy
- City of Mountain View
- City of Palo Alto
- City of San José
- City of Santa Clara
- Santa Clara Urban County

Public participation played a central role in the development of the Consolidated Plan. The Entitlement Jurisdictions launched an in-depth, collaborative regional effort to consult with community stakeholders, many of whom represented public or assisted housing providers, health and service agencies, as well as elected officials, City and County staff, and beneficiaries of entitlement programs, to inform and develop the priorities and strategies contained within this ConPlan.

The City, in partnership with LeSar Development Consultants (LDC) and MIG, Inc. (MIG) and the other Entitlement Jurisdictions, facilitated a comprehensive outreach process to enhance coordination with these stakeholders and discuss new approaches to using the HUD entitlement grant funds for eligible activities, projects, and programs throughout the county and/or in specific cities.

LDC and MIG, with direction from the Entitlement Jurisdictions, conducted a Regional Needs Survey to solicit input from residents, workers, and stakeholders in the region, which consisted of all of Santa Clara County. Survey respondents were informed that purpose of this survey was to help the Entitlement Jurisdictions determine local priorities for use of their HUD entitlement funds, and that these funds must be used to fund projects or programs that primarily serve lower-income residents or neighborhoods with a higher percentage of lower-income residents. The Survey polled respondents about the level of need in their respective neighborhoods for various types of improvements, projects or programs that could possibly be funded by the HUD entitlement funds.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

A total of 1,472 people from across the County responded to this survey between September 19 and November 15, 2014. A total of 1,078 surveys were collected electronically and 394 paper responses were collected. A total of 139 of the respondents, or 9.4% of the total, were Sunnyvale residents, and 44 additional respondents worked in Sunnyvale but lived elsewhere.

Regional Forums

The Entitlement Jurisdictions held three regional public forums to identify housing and community development needs and priorities for the next five years. The public forums were conducted as part of a collaborative regional approach to help the participating jurisdictions make data-driven, place-based investment decisions for federal funds. Seventy-six (76) people attended the regional forums, including community members, service providers, nonprofit representatives, and interested stakeholders.

Public Hearings in Sunnyvale

In addition to the regional forums, Sunnyvale conducted several additional public hearings on its 2015 ConPlan update, independent of the regional collaborative. Input on local priority and unmet needs and use of the City's CDBG and HOME grants was sought at eight public hearings held by the City's Housing and Human Services Commission (HHSC) and City Council between October 2014 and May 2015.

Outreach

Approximately 4,847 organizations and individuals were directly engaged via the regional outreach efforts, and asked to share outreach materials with their clients, members, partners, and other contacts. These stakeholders were also encouraged to promote attendance at the public forums and to solicit responses to the Regional Needs Survey. Stakeholder engagement included phone calls, targeted emails, newsletter announcements, social media posts, and personalized requests from staff of the Entitlement Jurisdictions. Each participating jurisdiction, including Sunnyvale, also promoted the regional forums and regional survey links on their respective websites and announced the Consolidated Plan update process through electronic mailing lists. Outreach materials and the survey links (including materials in Spanish) were emailed to over 4,000 entities, organizations, and persons.

Approximately 1,225 printed flyers providing public notice about the regional forums were distributed throughout the County at libraries, recreation centers, community meeting locations, and organizations benefiting LI residents and areas. These flyers were available in English and Spanish.

Print newspaper display ads also were posted in the *Gilroy Dispatch* (English), *Mountain View Voice* (English), *El Observador* (Spanish), *La Oferta* (Spanish), *Thoi Bao* (Vietnamese), *Philippine News* (Tagalog), *World Journal* (Chinese) and *San Jose Mercury News* (English). In addition, an online display ad was placed in the *San Jose Mercury News* to reach readers electronically.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City has coordinated with the Santa Clara County Continuum of Care (CoC) for many years on its efforts to end and prevent homelessness in the County. The CoC, a group of stakeholders from throughout the County, plans and implements many of these efforts. The CoC is governed

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

by the CoC Board, which takes a systems-change approach to preventing and ending homelessness. In 2014, the CoC invited the City's Housing Officer to participate on the CoC's Review and Rank Panel. This panel spends about a week reviewing and ranking local proposals for HUD funding through the federal CoC program. The committee's funding recommendations were approved by HUD, resulting in nearly \$16 million in HUD funding being awarded to support transitional and permanent housing programs, and some supportive services, in the County in FY 2014-15.

Members of the CoC meet monthly to plan CoC programs, identify gaps in homeless services, establish funding priorities, and pursue a systematic approach to addressing homelessness.¹ City staff, including the Housing Officer and Housing Analyst, as well as staff of other cities, meet and consult with the County's CoC staff during the quarterly county-wide "CDBG Coordinators Group" meetings, and communicate more frequently via email and/or phone on joint efforts.

In addition, since 2012, the City has partnered with the County Office of Supportive Housing, the administrative agent of the CoC, and several CoC partner agencies, such as Abode Services and Downtown Streets Team, to implement a HOME-funded Tenant-Based Rental Assistance (TBRA) voucher program for homeless clients and at-risk households. The City and County have encouraged other HOME jurisdictions to join Sunnyvale and San Jose in funding this type of program, to expand it county-wide. The City has also used HOME and CDBG funds to assist several CoC agencies to rehabilitate and/or acquire housing used as group homes or supportive housing for homeless and at-risk clients including those with mental illnesses, seniors, pregnant or parenting homeless youth, and youth aging out of foster care. The City recently partnered with state, federal, and local agencies, and provided over \$10 million in City funds, to build 47 new units of permanent supportive rental housing for homeless clients in Sunnyvale, within a larger project of 117 affordable units for families and individuals. The City has also used its CDBG funds for to fund a very innovative work-experience/job training program for homeless clients, which has resulted in many clients obtaining permanent paid employment, and some obtaining permanent housing.

Destination:Home (D:H), a public-private partnership committed to ending chronic homelessness, is the governing organization for the CoC and implements by-laws and operational protocols for the CoC. D:H is also responsible for ensuring that the CoC complies with the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH).^{2, 3}

In 2014, D:H released a draft "Community Plan to End Homelessness in Santa Clara County" (Community Plan), which outlines strategies for ending homelessness in the County by 2020. These strategies were informed by those who participated in a series of community summits conducted between April and August 2014, including Sunnyvale HD staff and local stakeholders, among others. The Community Plan addresses the needs of homeless people in the County, including chronically homeless people, families with children, veterans, and youth, as well as those at risk of homelessness.

¹ Ibid.

² County of Santa Clara Housing Element 2015-2022, published in 2014.

http://www.sccgov.org/sites/planning/PlansPrograms/GeneralPlan/Housing/Documents/HE_2015_Adopted_Final.pdf

³ County of Santa Clara Continuum of Care Governance Charter, published in 2013.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

The D:H Plan includes three main strategies: ⁴

1. Disrupt systems: Develop disruptive strategies and innovative prototypes that transform the systems related to housing homeless people.
2. Build the solution: Secure the right amount of funding needed to provide housing and services to those who are homeless and those at risk of homelessness.
3. Serve the person: Adopt an approach that recognizes the need for client-centered strategies with different responses for different levels of need and different groups, targeting resources to the specific individual or household.

In the next 5 years, the D:H Plan aims to house 2,518 homeless individuals, 718 homeless veterans, and more than 2,333 children, unaccompanied youth, and homeless individuals living in families. D:H staff presented this Plan to the Sunnyvale City Council on March 3, 2015, and hope to obtain the endorsement of all the County's cities within the next several months. The City's current ConPlan and 2015 Housing Element incorporate many policies and programs that are consistent with the Community Plan and "Housing First" policies in general.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies, and procedures for the administration of HMIS.

Allocating Funds, Setting Performance Standards and Evaluating Outcomes

The City is does not receive ESG funds.

Operating and Adminstrating Homeless Management Information System (HMIS)

The County's HMIS has been administered by a local non-profit agency, Community Technology Alliance (CTA), since 2004. The project meets and exceeds HUD's requirements for HMIS and complies with HUD HMIS Standards. A wide variety of local service providers use the HMIS, which records data on homeless program utilization, client data, and reports on special efforts such as Housing 1000, the County free bus pass program, and homeless prevention services.⁵ The County is currently in the process of seeking a new software system for the HMIS, and administration of the HMIS is scheduled to transfer from CTA to the County by December 2015.

Describe Agencies, groups, organizations, and others who participated in the process, and describe the jurisdiction's consultations with housing, social service agencies, and other entities.

In August 2014, the City and the other Entitlement Jurisdictions contracted jointly with LDC and MIG to develop draft ConPlans for each jurisdiction for the 2015-2020 period. LDC and MIG, working with city and county staff, launched an in-depth effort to consult with elected officials, city/county departments, community stakeholders, lower-income residents, and program clientele to inform and develop the priorities and strategies contained within the five-year plan.

⁴ Destination: Home, "Community Plan to End Homelessness in Santa Clara County 2015-2012," 2014.

⁵ County of Santa Clara. Consolidated Annual Performance and Evaluation Report (CAPER). 2014
[http://www.sccgov.org/sites/oah/Housing%20%20Community%20Development%20\(HCD\)/Documents/Draft%20CAPER%20FY14%20vs%201.pdf](http://www.sccgov.org/sites/oah/Housing%20%20Community%20Development%20(HCD)/Documents/Draft%20CAPER%20FY14%20vs%201.pdf)

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

In addition, Sunnyvale staff organized a series of public hearings before the City's Housing and Human Services Commission and City Council between October 2014 and May 2015. These hearings were held to solicit input from Sunnyvale stakeholders on local priority and unmet needs, and proposed uses of the City's CDBG and HOME funds, to augment that gathered through the regional outreach process and focus on Sunnyvale-specific issues, if any.

Table 2 provides a partial list (due to space limitations) of the agencies that attended and commented at the Sunnyvale public hearings and/or at one of the regional forums. The complete Table 2 is provided in the Appendix.

In addition, a comprehensive list of all stakeholders and local service providers contacted to provide input into the ConPlan update process through the regional and community forums is also included in the Appendix.

Table 2 - Agencies, Groups, and Organizations that Attended Regional and Community Forums

| Organization | Organization Type | What Section of the Plan Was Addressed by the Consultation? | How Was the Organization Consulted and What are the Anticipated Outcomes of the Consultation or Areas for Improved Coordination? |
|--|--|--|---|
| Abilities United | Services for Disabled Clients | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on September 25, 2014 |
| Bill Wilson Center | Counseling, Housing for Homeless Youth | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on September 27, 2014 and 5 other dates |
| Catholic Charities of Santa Clara County | Senior Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on October 2, 2014 |
| City of Sunnyvale | Local Government | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on September 25 and November 5, 2014 |
| County of Santa Clara | County Government | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on October 22, 2014 • November 1, 2014 |
| Destination:Home | Homeless Advocacy / Policy | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on September 25, 2014 • November 1, 2014 • November 5, 2014 |
| InnVision Shelter Network (IVSN) | Homeless Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on October 22, 2014 |
| Law Foundation Of Silicon Valley | Fair Housing and Legal | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on October 23, 2014 |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Organization | Organization Type | What Section of the Plan Was Addressed by the Consultation? | How Was the Organization Consulted and What are the Anticipated Outcomes of the Consultation or Areas for Improved Coordination? |
|--|---|--|---|
| Live Oak Adult Day Services | Senior Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on October 23, 2014 |
| MidPen Housing | Affordable Housing Developer | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on September 30, 2014 |
| Project Sentinel | Fair Housing and Legal | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) September 25, 2014 |
| Senior Adults Legal Assistance (SALA) | Fair Housing and Legal Services | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on September 27, 2014 |
| Silicon Valley Independent Living Center | Senior Services | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on October 2, 2014 |
| Sunnyvale Community Services | Community/ Family Services and Organizations | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on September 25, 2014 |
| West Valley Community Services | Homeless Services | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on September 25, 2014 |
| YMCA | Children & Youth Services, Domestic Violence Prevention | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on October 1, 2014 |

Identify any Agency Types not consulted and provide rationale for not consulting.

Not applicable.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Other Local/Regional/State/Federal Planning Efforts Considered When Preparing the Plan

Table 3 - Other Local / Regional / Federal Planning Efforts

| Name of Plan | Lead Organization | How Do the Goals of Your Strategic Plan Overlap With the Goals of Each Plan? |
|--|---|--|
| City of Sunnyvale General Plan, 2015-2023 Housing Element | City of Sunnyvale | Two of the primary goals of each of these plans are essentially the same: Increase/Support Affordable Housing; and Addressing Homelessness. Both plans also have goals related to improving local housing stock and neighborhoods, and addressing priority needs (non-housing community development needs). About 80% of the content of the two plans are very similar. |
| 2012-2014 Comprehensive HIV Prevention & Care Plan for San José | Santa Clara County HIV Planning Council for Prevention and Care | This plan guides the Santa Clara County HIV Planning Council for Prevention and Care in its development of a compassionate system of HIV prevention and care for the County. This effort aligns with the Strategic Plan's goal to address Other Community Development Needs |
| Regional Housing Need Plan for the San Francisco Bay Area: 2014-2022 | Association of Bay Area Governments | This plan quantifies the needs of the 9-county Bay Area, which includes Sunnyvale, primarily for new housing units to address population growth projected to occur in the next 8 years. The regional housing need is further divided into an "allocation" or RHNA for each county and city in the region. The plan indicates Sunnyvale needs nearly 5,500 new housing units during this period. This plan aligns with the Strategic Plan's goals to increase/support Affordable Housing and Alleviate Homelessness. Sunnyvale's Housing Element describes how the City can accommodate the new units through its zoning and General Plan, and provide some affordable units by using its special funds for affordable housing. |
| Community Plan to End Homelessness in Santa Clara County 2015-2020 | Destination:Home (Policy development body of CoC) | The D:H plan provides strategies for ending homelessness and increasing affordable housing stock in the County. This effort aligns with the Strategic Plan's goals to increase/support Affordable Housing and Alleviate Homelessness. |

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan. (91.215[I])

As mentioned previously, the Entitlement Jurisdictions collaborated on preparation of their 2015-2020 Consolidated Plans. The outreach and the regional needs assessment for these

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

jurisdictions was a coordinated effort. The Continuum of Care and the County were involved in the formation of the Consolidated Plan and will be integral in its implementation.

As standard practice, CDBG entitlement jurisdictions from throughout the County hold quarterly meetings of various city and county staff known as the CDBG Coordinators Group. These meetings are often attended by HUD representatives, and their purpose is to share information, best practices, new developments, and federal policy and appropriations updates among the local grantee staff, as well as to offer a convenient forum for HUD to provide ad-hoc technical assistance related to federal grant management. Meeting agendas cover such topics as projects receiving multi-jurisdictional funding, performance levels and costs for contracted public services, proposed annual funding plans, HUD program administration requirements, and other topics of mutual concern.

These quarterly meetings provide the opportunity for the City to consult with other jurisdictions on its proposed use of federal funds for the upcoming Program Year. The CDBG Coordinators Group meetings are often followed by a Regional Housing Working Group meeting, which is open to staff of entitlement and non-entitlement jurisdictions. The Working Group provides a forum for jurisdictions to develop coordinated responses to regional housing challenges. Sunnyvale has collaborated with many of these jurisdictions for many years to jointly fund projects and programs with HUD funds, including the County, Mountain View, Santa Clara, Cupertino, Palo Alto, and San José.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

PR-15 Citizen Participation

Summary of Citizen Participation Process and Efforts Made To Broaden Citizen Participation

Summarize citizen participation process and how it impacted goal-setting

The following is an overview of the efforts made to enhance and broaden citizen participation. A comprehensive summary of the citizen participation process and how it impacted goal-setting is provided in the Appendix.

Regional and Community Forums

- Results: 209 individuals participated in the forums including residents, service providers, community advocates and interested stakeholders.
- Hard-copy Engagement: 1,225 hardcopy surveys distributed to libraries, community meetings, centers and organizations benefiting LI residents and areas.
- Location: Eleven regional and community forums were held in the following locations: Gilroy, Los Gatos, Morgan Hill, San José, Saratoga, and Mountain View from September 2014 to November 2014.
- Newspaper Advertisements: Eight multi-lingual display ads were posted in local news media outlets in the county, reaching a joint circulation of 1,575,000 copies.

Regional Needs Survey

- Results: 1,472 responses
- Outreach: 4,847 entities, organizations, persons directly engaged via email; outreach flyer and survey links posted on websites of the Entitlement Jurisdictions of the County.
- Social Media: Approximately 25,000 persons on Facebook and 11,000 persons on Twitter were engaged.

Sunnyvale Request for Proposals

The City has a long-standing practice of issuing a request for proposals (RFP), annually for capital/housing projects and every other year for human services grants, to solicit applications for CDBG and HOME funds available to the City. This process aids in gathering community input on local needs and helps the City identify projects and programs that are eligible for and interested in HUD funding, and have demonstrated capacity for successful implementation and compliance with HUD requirements. Staff issues the RFP, evaluates proposals for eligibility, scores the proposals according to criteria approved by the Housing and Human Services Commission, and provides its scores and funding recommendations to the Commission and Council for review. The Commission holds a public hearing before making its own recommendations on the proposed funding allocations, which are advisory to the Council, which approves the final funding awards as part of the annual Action Plan hearing. These programs and projects are also addressed in the draft ConPlan, as it is assumed that similar types of projects are likely to be implemented in additional years, depending on funding availability.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Sunnyvale Public Hearings Related to the Draft ConPlan

Housing and Human Services Commission (HHSC) Hearings

All HHSC hearings were held in the West Conference Room, Sunnyvale City Hall, beginning at 7:00 p.m., unless otherwise noted.

- October 22, 2014: Biennial Priority Needs Hearing
- November 19, 2014: Review of Request for Proposals for CDBG and HOME Funds
- January 28, 2015: Consolidated Plan Community Needs Hearing
- February 25, 2015: Applicant Presentations (Council Chambers)
- March 25, 2015: Consideration of Proposals and Recommended Funding Allocations
- April 22, 2015: Review of Action Plan and Consolidated Plan

City Council Hearings:

All Council hearings were held in the Council Chambers, Sunnyvale City Hall, beginning at 7:00 p.m.

- November 11, 2014: Biennial Priority Needs Hearing
- May 5, 2015: Review and Approval of Action Plan and Consolidated Plan

Minutes of these hearings are provided in the Appendix. As reflected in the minutes, the results of the City's local outreach process supported most of the same priority needs and goals that were included in the 2010 ConPlan, primarily related to affordable housing, homelessness, economic development programs for homeless and at-risk adults, and non-housing community development needs. The non-housing needs consist primarily of assistance and services for vulnerable residents including seniors, disabled people, homeless people, victims of domestic violence, at-risk youth, single parents, and very low-income households.

Many participants and commenters spoke about the need to provide services, such as housing, food, and elder care for the coming "silver tsunami" of aging baby boomers and other seniors. Others spoke about the difficulties many renters are having in securing and maintaining rental housing in the current environment of frequent and steep rent increases and very limited vacancies, which has led to the increase in homeless people throughout the county, most of whom are unsheltered, as well as increased demand for legal services related to rental housing. Participants noted that many households now need food assistance because of rising rents, which have left less room in household budgets for basics like food, or other services related to increasing stress and instability, such as counseling programs.

For the most part, the needs noted during the City's hearings were generally consistent with the needs expressed during the regional outreach process (listed below), except that some topics, such as infrastructure improvements, complete streets, transportation, and small business assistance, were not raised very frequently or at all by the public as priority needs during the Sunnyvale hearings. This does not mean that these topics are not also relevant in the City, but perhaps they are already being addressed through other City or partner agency efforts, or not considered as appropriate for HUD funding, compared to the other needs noted above. In addition, the City's outreach process occurred in an open-ended manner, where participants were asked to provide any comments they wished, while the regional outreach process was more structured, with limited-choice survey questions, and group activities which provided a list of possible options for participants to prioritize. Therefore the regional list of needs reflects more

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

closely the range of suggested options provided as part of that structured county-wide outreach effort.

Community Needs Identified During Regional Outreach Process

- **Need for Affordable Rental Housing**
The majority of forum participants and survey respondents identified increasing affordable rental housing inventory as the highest priority need within the County. More than 63 percent of survey respondents indicated affordable rental housing as a “high level” of need. Several participants noted that lower-income households cannot afford average rents in the County.
- **Need to Increase Services for the Homeless**
Emergency and transitional housing, comprehensive services at homeless encampments (e.g., basic shelter facilities, health care referrals), and rental assistance programs for the homeless were frequently identified by participants as critical needs.
- **Need for Senior Housing**
The need to address the housing crisis facing seniors in the County was a common discussion topic. Forum participants noted that elderly renter households experience numerous housing issues, including cost burden and rental units in disrepair.
- **Need for Increase in Community Services**
Survey respondents and forum participants called attention to the need for expanded support of a wide range of community services to meet the basic needs of vulnerable populations. Programs to meet basic needs such as food, clothing, health, and shelter of low-income and special needs populations were frequently highlighted during community forums. Due to the increased demand for these basic assistance programs, service providers noted that they were struggling to meet clients’ needs with limited resources and staff capacity.
- **Need for Support Services for Seniors**
Local service providers who attended the community forums stressed the importance of increasing safety net programs for seniors. Nutrition and food assistance programs, transportation services, recreational programs to reduce senior isolation, and general case management services are needed to address challenges faced by the County’s growing senior population.
- **Need for Transportation Services**
Participants at each of the regional forums highlighted the need for more affordable and accessible transportation services in the County. Programs to augment public transit, para-transit, and senior transit services were cited as necessities.
- **Need for Fair Housing Education and Legal Services**
Several service providers noted the need to expand the provision of free or low-cost legal services to protect fair housing rights and to mediate tenant/landlord disputes. Education for tenants and landlords was identified as a vital need to prevent illegal evictions and address housing discrimination.
- **Need for Economic Development and Job Training Programs**

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Many forum participants emphasized the need for job training programs for youth, low-skilled workers, homeless individuals and undocumented workers. Small business assistance, including micro-enterprise loans and services to support minority-owned businesses, were also highlighted as important tools to spur job creation and to retain small business owners in the County.

- **Need for Infrastructure and Neighborhood Improvement Services**
The need to create pedestrian-friendly neighborhoods and “Complete Streets” was frequently noted by forum participants. Addressing bicycle/pedestrian conflicts with vehicular traffic was a key issue of concern for vulnerable populations, including school-age children and seniors. Other participants expressed the need to expand ADA improvements such as curb cuts, sidewalk repairs and crosswalk enhancements. Expanding access to open space and recreational amenities was also noted by several service providers as a pressing need to encourage healthy lifestyles and active living.

Sunnyvale Draft Consolidated Plan Public Comment Period:

The required thirty-day public comment period on the Draft 2015 ConPlan began on March 30 and closed on April 29, 2015. Although the City will consider comments made during the hearing on May 5 and/or submitted between April 30 and May 5, commenters are encouraged to submit comments by April 29, to allow more time to potentially make changes to the Draft to address the comments.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 4 - Citizen Participation Outreach

| Mode of Outreach | Target of Outreach | Summary of Response/Attendance | Summary of Comments Received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------------------|---|---|------------------------------|--|---|
| Regional Forums | Broad community outreach to all members of the public and targeted outreach to service providers, beneficiaries and grant recipients | A total of 209 individuals attended the 11 regional/community forums held in the fall of 2014. | See PR-15 | All comments were accepted. | |
| Online Survey | Broad community outreach to members of the public and interested stakeholders | <p>A total of 1,078 Regional Needs Surveys were collected during the open period from September 19, 2014 through November 15, 2014.</p> <p>The online survey was available in Spanish and English.</p> <p>The online survey link was distributed to over 4,847 entities, organizations, agencies and persons.</p> | See PR-15 | All comments were accepted. | <p>English: https://www.surveymonkey.com/s/SCC_Regional_Survey</p> <p>Spanish: https://es.surveymonkey.com/s/SCC_Regional_Survey_Spanish</p> |
| Print Survey | <p>Targeted non-English Speaking communities through surveys in English, Spanish, simplified Chinese, Tagalog and Vietnamese.</p> <p>Over 3,160 print surveys were distributed at community centers, libraries, City Halls, senior centers and other high-traffic community hubs.</p> | <p>A total of 394 Regional Needs Surveys were collected during the open period from September 19, 2014 through November 15, 2014.</p> <p>The print survey was available in five languages.</p> | See PR-15 | All comments were accepted. | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Mode of Outreach | Target of Outreach | Summary of Response/Attendance | Summary of Comments Received | Summary of comments not accepted and reasons | URL (If applicable) |
|---|--|---|------------------------------|--|---|
| Website | Broad outreach to Santa Clara County stakeholders with computer and internet access | Announcements posted to the websites of the Entitlement Jurisdictions to promote regional survey links (English and Spanish) and regional/community forums | See PR-15 | Not Applicable | County of Santa Clara/ Urban County: http://www.sccgov.org/sites/oah/Pages/Office-of-Affordable-Housing.aspx City of Sunnyvale: http://sunnyvale.ca.gov/Departments/CommunityDevelopment/HousingandCommunityAssistance.aspx [Other cities' URLs listed in Appendix] |
| Advertisements in News Media Outlets | Multi-lingual advertisements printed in the following media outlets: El Observador (Spanish,)Mountain View Voice (English), San Jose Mercury News (English), Gilroy Dispatch (English), La Oferta (Spanish), Thoi Bao (Vietnamese), Philippine News (Tagalog) and World Journal (Chinese) | Eight, multi-lingual display ads were posted in local news media outlets in the County; One online advertisement was placed in the San Jose Mercury News. Joint circulation (e.g. number of copies distributed on an average day) of over 1,575,000. | See PR-15 | Not Applicable | |
| Social Media | Broad outreach to Santa Clara County residents and stakeholders with computer access | Announcements posted to Facebook and Twitter accounts of Entitlement Jurisdictions and community partners. 25,000 people on Facebook and 11,000 people on Twitter were potentially engaged by this effort. | See PR-15 | All comments were accepted. | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Mode of Outreach | Target of Outreach | Summary of Response/Attendance | Summary of Comments Received | Summary of comments not accepted and reasons | URL (If applicable) |
|--|---|---|------------------------------|--|---------------------|
| E-blasts | Mass emails to new and established distribution lists of Entitlement Jurisdictions and community partners | Approximately 4,847 entities, organizations, agencies, and persons have been engaged through e-blasts outreach efforts. E-blasts included links to an electronic outreach flyer. | See PR-15 | All comments were accepted. | |
| Personalized emails from staff of Entitlement Jurisdictions | Service providers, beneficiaries and grant recipients across the County. | Targeted emails promoting regional survey links (English and Spanish) sent to over 560 stakeholders. | See PR-15 | All comments were accepted. | |
| Print Outreach Flyers | Print surveys were distributed at community centers, libraries, City Halls, senior centers and other high-traffic community hubs. | Over 1,225 print flyers were printed and distributed at community hubs across the County. | See PR-15 | All comments were accepted. | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The City of Sunnyvale is known as “the heart of Silicon Valley,” and is located in the northern portion of Santa Clara County (County), which encompasses most of Silicon Valley. It is a region internationally recognized for its technological enterprise, innovative culture, great climate, and agricultural history. The County is located at the southern end of the scenic San Francisco Bay, and is often referred to locally as the “South Bay”. Sunnyvale is home to many famous high tech and defense companies such as Yahoo!, Juniper Networks, Lockheed Martin, AMD, and more recently, some satellite offices and facilities of Google, Apple, and LinkedIn.

The County is a region of distinct socio-economic stratification, containing many of the wealthiest households in the nation. It is also one of the least affordable places to live, with 42 percent of county residents experiencing housing cost burden.⁶ The region boasts the highest national median household income at \$90,737⁷. It is also the third-most expensive rental market in the U.S.,⁸ the seventh-least affordable for-sale market of any metropolitan area⁹, and has the fourth-largest population of homeless individuals¹⁰ with the highest percentage of unsheltered homeless of any major city.¹¹

These statistics point to a widening gap between the highest earners and the middle and lower income population. Over 45 percent of households earn \$100,000 or more yearly, but only 13 percent earn between \$50,000 and \$75,000 and 15 percent earn between \$25,000 and \$49,999¹², making the region the second-least equitable metropolitan area in the nation.¹³ Many lower income residents struggle with severe housing costs driven by a tight and competitive housing market that responds to the demands of the highest earning households, driving up the cost of for-sale and rental housing. In order to maintain housing affordability and meet the needs of a diverse and growing population, the jurisdictions within the County must work to preserve and expand the supply of housing for all income levels. This will be critical to maintaining the wellbeing and economic prosperity of the region.

Situated in the northwestern region of the County with a population of approximately 140,000,¹⁴ covering approximately 22 square miles, the City of Sunnyvale (City) is known as a prominent technology center in Silicon Valley. The City, like the rest of the South Bay and wider Bay Area regions, has experienced increased demand for affordable housing in the last several years due to sharply rising housing costs since the end of the recent recession. During the same period, state and federal funding for affordable housing has declined significantly. To adequately

⁶ 2007-2011 CHAS

⁷ The United States Conference of Mayors and The Council on Metro Economies and the New American City. “U.S. Metro Economies: Income and Wage Gaps Across the US.” August 2014. <http://usmayors.org/metroeconomies/2014/08/report.pdf>

⁸ National Low Income Housing Coalition. “Out of Reach.” 2014. <http://nlihc.org/sites/default/files/oor/2014OOR.pdf>

⁹ Trulia. “Where is Homeownership Within Reach of the Middle Class and Millennials.” November 2014. <http://www.trulia.com/trends/2014/11/middle-class-millennials-report/>

¹⁰ The U.S. Department of Housing and Urban Development. “2014 Annual Homeless Assessment Report (AHAR) to Congress.” October 2014. <https://www.hudexchange.info/resources/documents/AHAR-2014-Part1.pdf>

¹¹ Ibid.

¹² The United States Conference of Mayors and The Council on Metro Economies and the New American City. “U.S. Metro Economies: Income and Wage Gaps Across the US.” August 2014. <http://usmayors.org/metroeconomies/2014/08/report.pdf>

¹³ Ibid.

¹⁴ 2008-2012 ACS

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

address the City's need for more affordable housing in support of its current residents and its thriving economy, the City has identified and evaluated the types of housing projects and programs, supportive services, and other community development activities that can most effectively be addressed with the limited amount of federal CDBG and HOME funding available to the City in the next five years.

Methodology

The majority of data utilized throughout the Needs Assessment and Market Analysis is provided by HUD for the purpose of preparing the Consolidated Plan. HUD periodically receives "custom tabulations" of data from the U.S. Census Bureau that are largely not available through standard Census products. These data, known as the "CHAS" data (Comprehensive Housing Affordability Strategy), demonstrate the extent of certain types of housing problems and housing needs in each community, particularly those of lower-income households. The CHAS data are used by local governments to plan how to spend HUD funds, and may also be used by HUD to determine how to distribute grant funds.¹⁵

When CHAS data is not available, other appropriate data is utilized, including 2000 and 2010 U.S. Census data and American Community Survey (ACS) 2008-2012 five-year estimates. While ACS one-year estimates provide the most current data, this report utilizes five-year estimates as they reflect a larger sample size and are considered more reliable and precise.¹⁶

Federal funds provided through the CDBG and HOME programs are primarily concerned with activities that benefit lower-income (LI) individuals and households, whose incomes do not exceed 80 percent of the area median family income (AMI) as established by HUD, with adjustments for smaller or larger families.¹⁷ HUD uses three income levels to further distinguish among all LI households:

- Extremely low income (ELI): Households earning 0 percent to 30 percent of the AMI (subject to specified adjustments for areas with unusually high or low incomes)
- Very low income (VLI): Households earning 30 percent to 50 percent of the AMI (subject to specified adjustments for areas with unusually high or low incomes)
- Low income (LI): Households earning 50 to 80 percent of the AMI (subject to adjustments for areas with unusually high or low incomes or housing costs).

The City also uses the term "lower-income" (LI) within this Plan to refer to all three of the above groups collectively, covering the range of 0% to 80% of AMI.

Overview

Twenty-eight percent of City households (15,375 households) are lower-income (LI), with incomes ranging from 0% to 80% of AMI. Within the lower-income group, the number and percent of Sunnyvale households in each of the narrower income ranges is as follows:

- 10 percent (5,555 households) are ELI (0% - 30% AMI)

¹⁵ U.S. Department of Housing and Urban Development. "Consolidated Planning/CHAS Data."
<http://www.huduser.org/portal/datasets/cp.html>

¹⁶ United States Census Bureau. "American Community Survey: When to Use 1-year, 3-year, or 5-year Estimates."
http://www.census.gov/acs/www/guidance_for_data_users/estimates/

¹⁷ U.S. Department of Housing and Urban Development. "Glossary of CPD Terms."
http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/library/glossary

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

- 10 percent (5,130 households) are VLI (30% - 50% AMI)
- 9 percent (4,690 households) are Low Income (50% - 80% AMI)

The following provides a brief summary of the results of the needs assessment, which will be discussed in more detail in each corresponding section of this chapter.

NA-10 Number of Housing Needs

- Nearly one-third of households (32 percent or 16,055) in the City are paying more than 30 percent of their income on housing costs.
- Fifteen percent of Sunnyvale households (7,395) are paying more than 50 percent of their income on housing costs.

HUD defines “disproportionate need” as a difference of 10% or greater between the level of need (i.e., rate of incidence of problems) among a particular group (by age, ethnicity, or other demographic characteristic) compared to the level of need either in the City as a whole or among a particular income range as a whole. Thus the need statistics in the “Disproportionate Need” section below only show the need levels for those groups which have a disproportionate need according to HUD’s definition.

NA-15 Disproportionately Greater Need: Housing Problems

- Eighty-eight percent of Black/African-American ELI households and 91 percent of Hispanic ELI households experience housing problems, compared to 77 percent of all ELI households in Sunnyvale.
- Seventy-five percent of Black/African American households, 72 percent of Asian households, and 86 percent of Hispanic households with Low Incomes (LI households) experience housing problems, compared to 62 percent of all LI households in Sunnyvale.

NA-20 Disproportionately Greater Needs: Severe Housing Problems

- Eighty-nine percent of Black/African American ELI households experience severe housing problems, compared to 75 percent of all ELI households in Sunnyvale.
- Sixty-three percent of Hispanic ELI households experience severe housing problems, compared to 50 percent of all ELI households in Sunnyvale.
- Fifty-three percent of Hispanic LI households experience severe housing problems, compared to 29 percent of all LI households in Sunnyvale.

NA-25 Disproportionately Greater Need: Housing Cost burden

- Thirty percent of Pacific Islander households and 28 percent of Hispanic households experience cost burden, compared to 17 percent of all households in Sunnyvale.
- Twenty-six percent of Black/African American, 52 percent of American Indian or Alaska Native households, and 25 percent of Hispanic households experience severe cost burden, compared to 15 percent of all Sunnyvale households.

The variety of housing needs described above may be addressed by the City (to some extent) by providing any of the following: City financing for the construction, rehabilitation, and/or

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

acquisition of affordable rental housing, including special needs housing; tenant-based rental assistance; affordable housing developed through inclusionary housing and density bonus programs; fair housing services; tenant-landlord dispute resolution services; and homelessness prevention and rapid re-housing programs. These options are discussed in more detail in the Strategic Plan portion of this document.

NA-35 Public Housing

- There are no official public housing units in Sunnyvale, however there were 1,372 assisted (subsidized) affordable units located in Sunnyvale as of August 2014, and an additional 117 assisted units are currently under construction. In addition, there are 176 inclusionary affordable rental units in the City. Although these units are not public housing, nor owned by the county Housing Authority (HACSC), a number of the subsidized affordable rental properties include Section 8 project-based voucher (PBV) units and/or units rented to households with portable Section 8 “Housing Choice” vouchers. There are only four remaining public housing units located elsewhere in the County, plus 513 former public housing units in the County that have been converted to various other forms of assisted affordable housing, according to the HACSC’s 2015 Moving to Work Plan. The HACSC converted its public housing units to other types of assisted units, primarily tax credit or PBV units, to prevent the physical loss of the County’s public housing inventory, due to the historic and ongoing shortage of federal funding for maintenance and repair of public housing.
- County-wide, approximately 17,200 households receive HACSC assistance through the Section 8 voucher program and/or reside in HACSC-controlled affordable housing units. As of May 2014, 520 Sunnyvale households were receiving Housing Choice Vouchers, and at least 150 households were residing in project-based voucher units located in Sunnyvale.
- There were 21,256 households on the HACSC’s Section 8 waiting list as of late 2014. Based on current turn-over levels, the HACSC estimates that this translates to a wait of approximately ten years. The Section 8 voucher waiting list has been closed for many years. In 2010, the HACSC indicated in discussions with City staff that only approximately 2%, or fewer than 500, of the households on this waiting list indicated Sunnyvale residency at that time.

NA-40 Homeless Needs

- According to the Santa Clara County 2013 Homeless Census, Sunnyvale had 425 homeless residents in January 2013, and over 66 percent of them were unsheltered and living in a place not fit for human habitation. This data is now more than two years old and the numbers have likely changed since that time. County staff has indicated that the initial jurisdictional counts from the 2015 Homeless Census will be made available in late April 2015, at which time it can be added to the Draft ConPlan.
- Approximately four percent of the homeless individuals counted in the county-wide 2013 Census reported that their last permanent zip code was in Sunnyvale.
- Santa Clara County has the fourth-largest homeless population and the highest percentage of unsheltered homeless people of any major metropolitan area in the U.S.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

- Double-digit rent increases that have been prevalent throughout the region during the last several years have put many more local residents at risk of homelessness, including more families. Agencies that provide services to prevent or address homelessness have reported increased levels of demand for assistance.

NA-45 Non-Homeless Special Needs

- Eleven percent of Sunnyvale residents are seniors (over the age of 65), and 23 percent of all City households contain at least one senior.
- Forty-six percent of households with at least one senior are LI households, and 43 percent of those households are paying more than 30 percent of their income on housing costs.
- Thirty percent of seniors have a disability, compared to 4 percent of the adult population younger than 65, or 7 percent of the population as a whole.
- Nine percent of Sunnyvale households are large households, with five or more members.
- Three percent of all Sunnyvale households are female-headed households with children under the age of 18.
- According to the San Andreas Regional Center, as of October 2013 there were 773 adults with developmental disabilities living in Sunnyvale. Local community members have indicated that there is not enough affordable housing in the City for those with developmental disabilities, who are typically in the ELI income range.

NA-50 Non-Housing Community Development Needs

Participants in Sunnyvale's outreach process, including public hearings, submittal of funding proposals, and/or written comments, expressed a need for a variety of non-housing community needs, including but not limited to the following:

- Employment development and supportive services for homeless and at-risk adults
- Food and nutrition programs for seniors and others at risk of hunger
- Elder day care and respite programs
- Primary and preventative health care services
- Case management services for homeless and at-risk individuals
- Emergency shelter
- Counseling and youth mentoring programs
- Legal services for seniors
- Monitoring and advocacy for those in care facilities, such as nursing homes and rehabilitation centers
- Literacy programs
- Services for victims of domestic violence

Stakeholders who participated in the regional outreach efforts identified the following community development needs as high priorities within these three categories:

- Public Facilities: increased homeless facilities, youth centers, rehabilitation of senior centers and recreational facilities throughout the County.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

- Public Improvements: complete streets that accommodate multiple transportation modes, pedestrian safety, ADA curb improvements, and increased access to parks and open space amenities.
- Public Services: food assistance and nutrition programs for vulnerable residents, year-round activities for youth, health care services for seniors and low income families, and services for homeless people.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

NA-10 Housing Needs Assessment - 24 CFR 91. 205 (a,b,c)

Introduction

This section provides a description of the housing needs present in the City, including the degree and distribution of housing problems within multiple income brackets. Within the Comprehensive Housing Affordability Strategy (CHAS) data, HUD identifies four housing problems:

- 1) Housing unit lacking complete kitchen facilities
- 2) Housing unit lacking complete plumbing facilities
- 3) Household being overcrowded
- 4) Housing being cost burdened

In addition, HUD defines severe housing problems as:

- Severely overcrowded, with more than 1.5 persons per room
- Severely cost burdened families paying more than 50 percent of income toward housing costs (including utilities)

A household is considered to be overcrowded if there is more than one person per room and severely overcrowded if there are more than 1.5 people per room.

A household is considered to be cost burdened if the household is spending more than 30 percent of its monthly income on housing costs (including utilities) and *severely* cost burdened if the household is spending more than 50 percent of its monthly income on housing costs (including utilities).

Table 5 - Housing Needs Assessment Demographics (City)

| Demographics | Base Year: 2000 | Most Recent Year: 2012 | % Change |
|---------------|-----------------|------------------------|----------|
| Population | 131,760 | 141,123 | 7% |
| Households | 52,539 | 54,043 | 3% |
| Median Income | \$74,409 | \$96,884 | 30% |

Data Sources: 2000 Census (Base Year), 2008-2012 ACS (Most Recent Year)

Table 6 - Total Households (City)

| Household Characteristics | ELI (0% - 30% AMI) | VLI (30% - 50% AMI) | LI (50% - 80% AMI) | Mod 80% - 100% AMI | Above Median >100% AMI |
|--|--------------------------|---------------------------|--------------------------|--------------------------|------------------------------|
| Total Households | 5,555 | 5,125 | 4,695 | 4,195 | 33,590 |
| Small Family Households | 1,695 | 1,600 | 1,760 | 1,855 | 19,005 |
| Large Family Households | 240 | 515 | 645 | 335 | 2,065 |
| Household Contains at Least One Person 62-74 Years of Age | 1,000 | 875 | 1,015 | 845 | 3,930 |
| Household Contains at Least One Person Age 75 or Older | 1,025 | 1,120 | 680 | 525 | 1,455 |
| Households with One or More Children 6 Years Old or Younger | 583 | 870 | 930 | 950 | 4,639 |

Data Source: 2007-2011 CHAS

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 7 - Housing Problems (City)

| | Renter Households | | | | | Owner Households | | | | |
|--|---------------------|--------------------------|-------------------------|---------------------------|--------------|-------------------------|--------------------------|-------------------------|---------------------------|--------------|
| | ELI 0-30% AMI | VLI 30- 50% AMI | LI 50- 80% AMI | Mod 80- 100% AMI | Total | ELI 0- 30% AMI | VLI 30- 50% AMI | LI 50- 80% AMI | Mod 80- 100% AMI | Total |
| NUMBER OF HOUSEHOLDS | | | | | | | | | | |
| Substandard Housing - Lacking Complete Plumbing or Kitchen Facilities | 170 | 200 | 115 | 30 | 515 | 0 | 10 | 10 | 0 | 20 |
| Severely Overcrowded - With >1.51 People per Room (and Complete Kitchen and Plumbing) | 320 | 190 | 225 | 160 | 895 | 20 | 15 | 60 | 60 | 155 |
| Overcrowded - With 1.01---1.5 People per Room (and None of the Above Problems) | 170 | 445 | 305 | 240 | 1,160 | 10 | 25 | 120 | 15 | 170 |
| Housing Cost Burden Greater than 50 Percent of Income (and None of the Above Problems) | 2,070 | 935 | 120 | 55 | 3,180 | 1,055 | 780 | 540 | 325 | 2,700 |
| Housing Cost Burden Greater Than 30% of Income (and None of the Above Problems) | 255 | 890 | 925 | 705 | 2,775 | 200 | 330 | 310 | 395 | 1,235 |
| Zero/Negative Income (and None of the Above Problems) | 360 | 0 | 0 | 0 | 360 | 90 | 0 | 0 | 0 | 90 |
| Data Source: | 2007-2011 CHAS | | | | | | | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 8 - Severe Housing Problems (City)

| | Renter Households | | | | | Owner Households | | | | |
|---|---------------------|--------------------------|-------------------------|---------------------------|--------------|---------------------|----------------------|---------------------|---------------------------|--------------|
| | ELI 0-30% AMI | VLI 30- 50% AMI | LI 50- 80% AMI | Mod 80- 100% AMI | Total | ELI 0-30% AMI | VLI 30-50% AMI | LI 50-80% AMI | Mod 80- 100% AMI | Total |
| NUMBER OF HOUSEHOLDS | | | | | | | | | | |
| Having One or More of Four Housing Problems | 2,735 | 1,775 | 765 | 480 | 5,755 | 1,085 | 830 | 730 | 395 | 3,040 |
| Having None of Four Housing Problems | 760 | 1,215 | 1,850 | 1,905 | 5,730 | 530 | 1,310 | 1,350 | 1,410 | 4,600 |
| Household Has Negative Income, but None of the Other Housing Problems | 360 | 0 | 0 | 0 | 360 | 90 | 0 | 0 | 0 | 90 |
| Data Source: 2007-2011 CHAS | | | | | | | | | | |

Table 9 - Cost Burden (Greater than 30% of Household Income) (City)

| | Renter Households | | | | Owner Households | | | |
|--|---------------------|--------------------------|-------------------------|-------|---------------------|--------------------------|-------------------------|-------|
| | ELI 0-30% AMI | VLI 30- 50% AMI | LI 50- 80% AMI | Total | ELI 0-30% AMI | VLI 30- 50% AMI | LI 50- 80% AMI | Total |
| NUMBER OF HOUSEHOLDS | | | | | | | | |
| Small Related Family | 1,045 | 955 | 450 | 2,450 | 270 | 360 | 330 | 960 |
| Large Related Family | 130 | 310 | 55 | 495 | 110 | 70 | 160 | 340 |
| Elderly | 620 | 205 | 120 | 945 | 595 | 555 | 365 | 1,515 |
| Other Households | 1,080 | 1,000 | 530 | 2,610 | 310 | 180 | 70 | 560 |
| Total households with cost burden, by income | 2,875 | 2,470 | 1,155 | 6,500 | 1,285 | 1,165 | 925 | 3,375 |
| Data Source: 2007-2011 CHAS | | | | | | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 10 – Severe Cost Burden (Greater than 50% of Household Income) (City)

| | Renter Households | | | | Owner Households | | | |
|----------------------|-------------------|-------------|-------------|-------|------------------|-------------|-------------|-------|
| | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total |
| NUMBER OF HOUSEHOLDS | | | | | | | | |
| Small Related | 970 | 350 | 45 | 1,365 | 255 | 280 | 200 | 735 |
| Large Related | 100 | 95 | 10 | 205 | 110 | 60 | 160 | 330 |
| Elderly | 465 | 125 | 45 | 635 | 460 | 315 | 195 | 970 |
| Other | 1,005 | 555 | 20 | 1,580 | 260 | 170 | 45 | 475 |
| Total Need by Income | 2,540 | 1,125 | 120 | 3,785 | 1,085 | 825 | 600 | 2,510 |
| Data Source: | 2007-2011 CHAS | | | | | | | |

Table 11 – Over-crowding Information (City)

| | Renter Households | | | | | Owner Households | | | | |
|---------------------------------------|-------------------|-------------|-------------|--------------|-------|------------------|-------------|-------------|--------------|-------|
| | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total |
| NUMBER OF HOUSEHOLDS | | | | | | | | | | |
| Single-Family Households | 405 | 600 | 425 | 355 | 1,785 | 30 | 40 | 160 | 70 | 300 |
| Multiple, Unrelated Family Households | 55 | 34 | 140 | 75 | 304 | 0 | 0 | 20 | 4 | 24 |
| Other, Non-Family Households | 80 | 0 | 0 | 0 | 80 | 0 | 0 | 0 | 0 | 0 |
| Total Need by Income | 540 | 634 | 565 | 430 | 2,169 | 30 | 40 | 180 | 74 | 324 |
| Data Source: | 2007-2011 CHAS | | | | | | | | | |

Table 12 – Lower-Income Households with Children Present (City)

| | Renter Households | | | | Owner Households | | | |
|----------------------------------|-------------------|----------------|---------------|-------|------------------|----------------|---------------|-------|
| | ELI 0-30% AMI | VLI 30-50% AMI | LI 50-80% AMI | Total | ELI 0-30% AMI | VLI 30-50% AMI | LI 50-80% AMI | Total |
| Households with Children Present | 429 | 665 | 650 | 1,744 | 154 | 205 | 280 | 639 |
| Data Source: | 2007-2011 CHAS | | | | | | | |

What are the most common housing problems?

Cost Burden

The most common housing problem within the City is cost burden:

- Nearly one-third of households (32 percent or 16,055 households) are paying more than 30 percent of their income toward housing costs.

Severe Cost Burden

The second most common housing problem is severe cost burden:

- Fifteen percent of households (7,395) are paying more than 50 percent of their income toward housing costs.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Overcrowding

The third most common housing problem is overcrowding:

- Five percent of all households (2,493) are overcrowded, with more than one person per room.
- Eighty percent of all overcrowded households are lower-income households.

Are any populations/household types more affected than others by these problems?

Lower-income renter households are much more likely to experience cost burden, with 24 percent of LI renter households (6,500) paying more than 30 percent of their income toward housing costs, compared to 13 percent of LI owner households (3,375). Additionally, 14 percent of LI renter households (3,785) pay more than 50 percent of their income toward housing costs, compared to 10 percent of owner households (2,510).

Renter households are eight times as likely to be overcrowded, with eight percent of all renter households experiencing overcrowding, compared to one percent of owner households. Additionally, 80 percent of overcrowded renter households are LI, compared to 77 percent of overcrowded owner households, although that is only a difference of 3 percent, which may be within the margin of error for the CHAS data.

Describe the characteristics and needs of Low income individuals and families with children (especially extremely low income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance.

Currently Housed and At Imminent Risk

Cost-burdened ELI renter households, of which there were 2,875 in Sunnyvale in 2011, as shown on **Table 13**, face a relatively high risk of losing their housing due to rent increases and/or financial crises, such as major unforeseen medical costs, job loss, divorce, or similar incidents. Cost-burdened ELI homeowners may face similar risks, although home equity, room rentals, and/or family assistance may mitigate these risks to some extent. **Table 13** lists the number of ELI households in the City, using CHAS data from Table 9. The numbers below do not necessarily reflect any formerly homeless families or any individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance.

Table 13 – Sunnyvale ELI Households with Cost Burden (At-Risk Households)

| Housing Characteristics | ELI Households |
|-----------------------------|----------------|
| Renters with Cost Burden | 2,875 |
| Homeowners with Cost Burden | 1,285 |
| Total | 4,160 |

Data Source: 2007-2011 CHAS

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates.

The City generally considers all ELI households (those with incomes of up to 30% of AMI) in the City, but particularly ELI renter households, at relatively high risk, although not necessarily imminent risk, of homelessness. For the City's TBRA and rapid re-housing programs, very low-income (VLI) households may also be considered at imminent risk of homelessness, if they provide proof of imminent eviction or housing loss due to some other cause, as well as proof of an inability to secure another rental unit without assistance. Many service providers report that many of these households are just one medical crisis, rent increase, or job loss away from homelessness, due to lack of significant savings to pay for moving costs (generally two to three months' rent upfront, plus moving costs) and/or the shortage of available affordable housing. The methodology used to generate the estimates provided in Table 13 was a review of CHAS data on ELI households and discussions with service providers that provide homeless prevention and rapid re-housing assistance.

Rapid-rehousing

Sunnyvale implemented a Homelessness Prevention and Rapid Re-Housing (HPRR) program in 2009-10 using federal Recovery Act (ARRA) funding. That program ended within about a year of its inception due to full utilization of the HPRR grant. The city has allocated \$250,000 for a new HPRR program for FY 2015-2016 with funds from its former redevelopment agency housing set-aside fund.

Several other agencies provide rapid re-housing assistance to households in need throughout the County. One example is the California Work Opportunity and Responsibility to Kids (CalWORKs) program, which serves over 12,000 households annually in the region (nearly 30,000 men, women, and children). According to the Santa Clara County Social Services Agency, "Twenty-nine percent of CalWORKs families included adults with earned wages, with the median earnings for CalWORKs families at \$2,013 for three months.¹⁸ Taking into account the earned wages, the maximum monthly CalWORKs benefit for a family of four in Santa Clara county, and other government assistance income (CalFresh, Earned Income Tax Credit, and other unearned income), would have a monthly income of approximately \$1,928. To afford the area FMR, a CalWORKs family would have to expend 86% of their monthly income on rent." The County reported serving 389 Sunnyvale households through the CalWORKS program as of October 1, 2014.¹⁹

Additionally, county-wide Homeless Management Information System (HMIS) data indicates that 2014, homeless and housing service providers assisted 52,805 individuals in families—15,024 of whom were homeless at the time of service (40 percent were under the age of 18).²⁰ Forty-six percent of the families receiving assistance were unemployed and 31 percent were receiving CalWORKS assistance. In Fiscal Year 2013-2014, the number of CalWORKS

¹⁸ California Department of Social Services. "CalWORKs Adult Recipients: Calendar Quarter 2, 2013." <http://www.cdss.ca.gov/research/res/pdf/CalQtrEarnings/2013/CW13Q2.pdf>.

¹⁹ County of Santa Clara Social Services Agency, "Quarterly Statistical Data on Public Assistance Families in Santa Clara County," October 1, 2014, available at: https://www.sccgov.org/sites/ssa/Department%20of%20Employment%20-%20Benefit%20Services/Statistics/reports_fy1415/qsr_2014_10.pdf

²⁰ Santa Clara County Collaborative on Housing and Homeless Issues. "HMIS-SCC Quarterly Community Wide Report." April 2014 - June 2014.

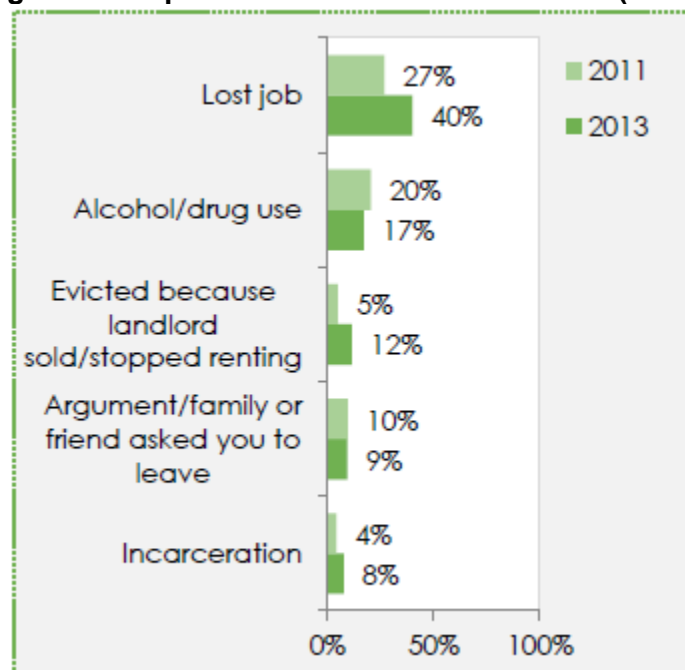
DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

households receiving HUD services increased by nearly 70 percent since 2011.²¹ Most of these households were headed by single females, and 60 percent of these households included families with children under the age of 18.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness.

Figure 1 displays the primary causes of homelessness cited by respondents to the 2013 Homeless Census, none of which are housing characteristics, but rather are life events, most of which are unrelated to housing. From the census: “Forty percent (40%) reported job loss, up from 27 percent in 2011. Seventeen percent (17%) reported alcohol and drug use as the primary cause, followed by eviction at 12 percent (up from 5 percent in 2011). While it was not one of the top five responses, 8 percent of survey respondents reported family/domestic violence as the primary cause of their homelessness.”²² However, the shortage of affordable housing in the region has been reported by homeless service providers as a primary reason why many clients in shelters or transitional housing have been unable to obtain housing after a stay in such facilities. The 2015 Homeless Census will provide more current data on housing and other characteristics that have caused homelessness in the past year.

Figure 1 – Top Five Causes of Homelessness (County)



Data Source: 2013 Santa Clara County Homeless Census & Survey
Data Source Comments: 2013 N=818, 2011 N=997

Although not covered in Figure 1, anecdotal evidence from service providers, as well as inquiries and requests for assistance from residents, indicates that ELI and VLI households living in market-rate housing and not receiving any rental assistance (such as Section 8 or

²¹ Applied Survey Research. “Santa Clara County Homeless Census & Survey.” 2013.
http://www.appliedsurveyresearch.org/storage/database/homelessness/santaclara_sanjose/2013%20Homeless%20Census%20and%20Survey%20Santa%20Clara%206%2028%2013.pdf

²² Applied Survey Research. “Santa Clara County Homeless Census & Survey.” 2013.
http://www.appliedsurveyresearch.org/storage/database/homelessness/santaclara_sanjose/2013%20Homeless%20Census%20and%20Survey%20Santa%20Clara%206%2028%2013.pdf

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

TBRA vouchers), are subject to increased risks of becoming homeless due to rent increases and/or financial instability. Those with rental vouchers often also face difficulties obtaining or maintaining rental housing due to the differences between the rents that can be paid with vouchers (HUD-determined “Fair Market Rent”) and the market-rate rents prevailing in the region. Nonetheless, voucher holders may be able to consider renting a wider range of rental units than ELI or VLI households without such assistance.

Discussion

Describe the number and type of single-person households in need of housing assistance.

HMIS data indicated that there were approximately 73 sheltered homeless individuals in Sunnyvale on a given night.²³ HMIS data is not available for the number of unsheltered single-person households by jurisdiction, however agencies that provide outreach services in Sunnyvale have estimated that approximately 75-100 single individuals are likely unsheltered in Sunnyvale on an average night.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

There are 1,241 disabled Heads of Household on the Section 8 waiting list. HACSC does not keep records of assisted/non-assisted families that are victims of domestic violence, dating violence, sexual assault, or stalking.

Within the City, there were nine sheltered homeless individuals in need of housing assistance on the night of the 2013 homeless count who were victims of domestic violence. Jurisdiction-specific data is not available for unsheltered homeless people with disabilities, however it is not uncommon for those requesting shelter in Sunnyvale to report having a disability.

²³ Community Technology Alliance (CTA). Data includes individuals and households who are “Literally Homeless” or “Category 1 Homeless” – those staying in Emergency Shelter, Transitional Housing and Safe Haven. CTA also collects data from agencies that primarily serve people who are at-risk of homelessness.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

NA-15 Disproportionately Greater Need: Housing Problems – 91. 205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

Per HUD definitions, a disproportionate need exists when any group has a housing need that is 10 percent or higher than the jurisdiction as a whole. This section presents the extent of housing problems and identifies populations that have a disproportionately greater need.

Table 14 - Disproportionately Greater Need 0 - 30% AMI (City)

| Housing Problems | Has One or More of Four Housing Problems | Has None of the Four Housing Problems | Household has No/Negative Income, but None of the Other Housing Problems |
|------------------------------------|--|---------------------------------------|--|
| Jurisdiction as a Whole | 4,395 | 805 | 365 |
| White | 1,770 | 505 | 145 |
| Black / African American | 160 | 20 | 10 |
| Asian | 1,420 | 185 | 190 |
| American Indian, Alaska Native | 85 | 0 | 0 |
| Pacific Islander | 60 | 0 | 0 |
| Hispanic | 815 | 95 | 14 |
| Data Source: 2007-2011 CHAS | | | |

* The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Table 15 - Disproportionately Greater Need 30 - 50% AMI (City)

| Housing Problems | Has One or More of Four Housing Problems | Has None of the Four Housing Problems | Household has No/Negative Income, but None of the Other Housing Problems |
|------------------------------------|--|---------------------------------------|--|
| Jurisdiction as a Whole | 4,165 | 1,250 | 0 |
| White | 1,420 | 900 | 0 |
| Black / African American | 255 | 35 | 0 |
| Asian | 895 | 160 | 0 |
| American Indian, Alaska Native | 20 | 15 | 0 |
| Pacific Islander | 15 | 0 | 0 |
| Hispanic | 1,460 | 140 | 0 |
| Data Source: 2007-2011 CHAS | | | |

* The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 16 - Disproportionately Greater Need 50 - 80% AMI (City)

| Housing Problems | Has One or More of Four Housing Problems | Has None of the Four Housing Problems | Household has No/Negative Income, but None of the Other Housing Problems |
|------------------------------------|--|---------------------------------------|--|
| City as a Whole | 1,825 | 1,110 | 0 |
| White | 625 | 750 | 0 |
| Black / African American | 105 | 35 | 0 |
| Asian | 495 | 190 | 0 |
| American Indian, Alaska Native | 0 | 10 | 0 |
| Pacific Islander | 15 | 0 | 0 |
| Hispanic | 575 | 90 | 0 |
| Data Source: 2007-2011 CHAS | | | |

* The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Table 17 - Disproportionately Greater Need 80 - 100% AMI (City)

| Housing Problems | Has One or More of Four Housing Problems | Has None of the Four Housing Problems | Household has No/Negative Income, but None of the Other Housing Problems |
|------------------------------------|--|---------------------------------------|--|
| City as a Whole | 2,000 | 2,235 | 0 |
| White | 860 | 1,045 | 0 |
| Black / African American | 15 | 60 | 0 |
| Asian | 760 | 740 | 0 |
| American Indian, Alaska Native | 0 | 10 | 0 |
| Pacific Islander | 10 | 0 | 0 |
| Hispanic | 320 | 350 | 0 |
| Data Source: 2007-2011 CHAS | | | |

* The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Table 18 - Disproportionately Greater Need (City)

| | 0-30% AMI | | 30-50% AMI | | 50-80% AMI | | 80-100% AMI | |
|------------------------------------|--------------|------------|--------------|------------|--------------|------------|--------------|------------|
| | # | % | # | % | # | % | # | % |
| City as a Whole | 4,395 | 85% | 4,165 | 77% | 1,825 | 62% | 2,000 | 47% |
| White | 1,770 | 78% | 1,420 | 61% | 625 | 45% | 860 | 45% |
| Black / African American | 160 | 89% | 255 | 88% | 105 | 75% | 15 | 20% |
| Asian | 1,420 | 88% | 895 | 85% | 495 | 72% | 760 | 51% |
| American Indian, Alaska Native | 85 | 100% | 20 | 57% | 0 | - | 0 | - |
| Pacific Islander | 60 | 100% | 15 | 100% | 15 | 100% | 10 | 100% |
| Hispanic | 815 | 90% | 1,460 | 91% | 575 | 86% | 320 | 48% |
| Data Source: 2007-2011 CHAS | | | | | | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Discussion

Below is a summary of the disproportionate needs experienced by LI households:

- Eighty-eight percent of Black/African American households and 91 percent of Hispanic households with extremely low income experience housing problems, compared to 77 percent of all households with extremely low incomes.
- Seventy-five percent of Black/African American households, 72 percent of Asian households, and 86 percent of Hispanic households in the very low income category experience housing problems, compared to 62 percent of all very low income households.

Note: Due to the small sample size and potential for unreliability, the summary above does not include the results of the needs analysis for Pacific Islander or American Indian, Alaska Native groups, although the results are listed in Table 23. Additionally, households with no/negative income are not counted in the analysis, as they cannot by definition have a cost burden (because their housing costs, if any, are paid for by a voucher program or other housing provider) although they still may require housing assistance if they become at risk of losing their current housing arrangement, or if their dwelling unit is substandard.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91. 205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

Per HUD definitions, a disproportionate need exists when any group has a housing need that is 10 percent or higher than the jurisdiction as a whole. A household is considered severely overcrowded when there are more than 1.5 persons per room, and is severely cost burdened when paying more than 50 percent of its income on housing costs, including utilities. This section analyzes the extent of severe housing problems and identifies populations that have a disproportionately greater need.

Table 19 - Severe Housing Problems 0 - 30% AMI (City)

| Severe Housing Problems* | Has One or More of Four Housing Problems | Has None of the Four Housing Problems | Household has No/Negative Income, but None of the Other Housing Problems |
|------------------------------------|--|---------------------------------------|--|
| City as a Whole | 3,885 | 1,320 | 365 |
| White | 1,510 | 765 | 145 |
| Black / African American | 160 | 20 | 10 |
| Asian | 1,245 | 360 | 190 |
| American Indian, Alaska Native | 85 | 0 | 0 |
| Pacific Islander | 60 | 0 | 0 |
| Hispanic | 750 | 160 | 14 |
| Data Source: 2007-2011 CHAS | | | |

* The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden greater than 50%

Table 20 - Severe Housing Problems 30 - 50% AMI

| Severe Housing Problems* | Has One or More of Four Housing Problems | Has None of the Four Housing Problems | Household has No/Negative Income, but None of the Other Housing Problems |
|------------------------------------|--|---------------------------------------|--|
| City as a Whole | 2,690 | 2,730 | 0 |
| White | 875 | 1,440 | 0 |
| Black / African American | 125 | 165 | 0 |
| Asian | 605 | 450 | 0 |
| American Indian, Alaska Native | 0 | 35 | 0 |
| Pacific Islander | 0 | 15 | 0 |
| Hispanic | 1,005 | 600 | 0 |
| Data Source: 2007-2011 CHAS | | | |

* The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden greater than 50%

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 21 - Severe Housing Problems 50 - 80% AMI (City)

| Severe Housing Problems* | Has One or More of Four Housing Problems | Has None of the Four Housing Problems | Household has No/Negative Income, but None of the Other Housing Problems |
|------------------------------------|--|---------------------------------------|--|
| City as a Whole | 840 | 2,100 | 0 |
| White | 255 | 1,115 | 0 |
| Black / African American | 0 | 140 | 0 |
| Asian | 225 | 460 | 0 |
| American Indian, Alaska Native | 0 | 10 | 0 |
| Pacific Islander | 0 | 15 | 0 |
| Hispanic | 350 | 315 | 0 |
| Data Source: 2007-2011 CHAS | | | |

* The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden greater than 50%

Table 22 - Severe Housing Problems 80 - 100% AMI (City)

| Severe Housing Problems* | Has One or More of Four Housing Problems | Has None of the Four Housing Problems | Household has No/Negative Income, but None of the Other Housing Problems |
|------------------------------------|--|---------------------------------------|--|
| City as a Whole | 985 | 3,250 | 0 |
| White | 290 | 1,610 | 0 |
| Black / African American | 15 | 60 | 0 |
| Asian | 495 | 1,005 | 0 |
| American Indian, Alaska Native | 0 | 10 | 0 |
| Pacific Islander | 0 | 10 | 0 |
| Hispanic | 190 | 480 | 0 |
| Data Source: 2007-2011 CHAS | | | |

* The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden greater than 50%

Table 23 - Disproportionately Greater Need (City)

| | 0-30% AMI | | 30-50% AMI | | 50-80% AMI | | 80-100% AMI | |
|---|--------------|------------|--------------|------------|------------|------------|-------------|------------|
| | # | % | # | % | # | % | # | % |
| City as a Whole | 3,885 | 75% | 2,690 | 50% | 840 | 29% | 985 | 23% |
| White | 1,510 | 66% | 875 | 38% | 255 | 19% | 290 | 15% |
| Black / African American | 160 | 89% | 125 | 43% | 0 | - | 15 | 20% |
| Asian | 1,245 | 78% | 605 | 57% | 225 | 33% | 495 | 33% |
| American Indian, Alaska Native | 85 | 100% | 0 | - | 0 | - | 0 | - |
| Pacific Islander | 60 | 100% | 0 | - | 0 | - | 0 | - |
| Hispanic | 750 | 82% | 1,005 | 63% | 350 | 53% | 190 | 28% |
| Data Source: 2007-2011 CHAS | | | | | | | | |
| Data Source Comment: Totals may not add to 100% due to rounding. Due to the small sample size for the American Indian/Alaska Native and Pacific Islander groups, the need data may not be reliable. | | | | | | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Discussion

Below is a summary of the disproportionate needs experienced by LI households:

- Eighty-nine percent of extremely low-income Black/African American households experience severe housing problems, compared to 75 percent of all extremely low income households.
- Two-thirds (63 percent) of low-income Hispanic households experience severe housing problems, compared to 50 percent of all low-income households.
- Fifty-three percent of low-income Hispanic households (50-80% AMI) experience severe housing problems, compared to 29 percent of all low-income households.

While not in a lower-income category, it is worth noting that 33 percent of Asian households in the 80-100% AMI category (the lower half of the moderate-income range) experience a disproportionate level of severe housing need, compared to 23 percent of all households in that income category. This suggests that even those households with incomes closer to the median might find themselves financially overextended in Sunnyvale's housing market.

Note: Due to the small sample size and potential for unreliability, the summary above does not include the results of the needs analysis for Pacific Islander or American Indian, Alaska Native groups, although the results are listed in Table 23. Additionally, households with no/negative income are not counted in the analysis, as they cannot by definition have a cost burden (because their housing costs, if any, are paid for by a voucher program or other housing provider) although they still may require housing assistance if they become at risk of losing their current housing arrangement, or if their dwelling unit is substandard.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category or need as a whole.

Introduction

By HUD definition, a disproportionate need exists when any group has a housing need that is 10 percent or higher than the jurisdiction as a whole. A household is considered cost burdened when paying more than 30 percent of its income toward housing costs, including utilities, and is severely cost burdened when paying more than 50 percent of its income toward housing costs. This section analyzes the extent of cost burden and identifies populations that have a disproportionately greater cost burden.

Table 24 - Greater Need: Housing Cost Burdens AMI (City)

| Households by Race / Ethnic Group | Cost Burden (Housing Cost as a Percentage of Household Income) | | | No / Negative Income (Not Computed) |
|--|--|------------------|----------------|-------------------------------------|
| | <30% of Income | 30-50% of Income | >50% of Income | |
| All City Households | 33,825 | 8,660 | 7,395 | 425 |
| White | 16,655 | 4,015 | 3,035 | 165 |
| Black / African American | 655 | 250 | 320 | 10 |
| Asian | 13,135 | 2,535 | 2,330 | 235 |
| American Indian, Alaska Native | 40 | 40 | 85 | 0 |
| Pacific Islander | 100 | 60 | 40 | 0 |
| Hispanic | 2,750 | 1,600 | 1,440 | 14 |
| Data Source: 2007-2011 CHAS | | | | |
| Data Source Comment: Totals may not add to 100% due to rounding | | | | |

Table 25 – Disproportionately Greater Cost Burden (City)

| Households by Race / Ethnic Group | Cost Burden | | | | | |
|--|----------------|--------------|------------------|-----|----------------|-----|
| | <30% of Income | | 30-50% of Income | | >50% of Income | |
| | # Households | % Households | # | % | # | % |
| All City Households | 33,825 | 68% | 8,660 | 17% | 7,395 | 15% |
| White | 16,655 | 70% | 4,015 | 17% | 3,035 | 13% |
| Black / African American | 655 | 53% | 250 | 20% | 320 | 26% |
| Asian | 13135 | 73% | 2535 | 14% | 2330 | 13% |
| American Indian, Alaska Native | 40 | 24% | 40 | 24% | 85 | 52% |
| Pacific Islander | 100 | 50% | 60 | 30% | 40 | 20% |
| Hispanic | 2,750 | 47% | 1,600 | 28% | 1,440 | 25% |
| Data Source: 2007-2011 CHAS | | | | | | |
| Data Source Comment: Totals may not add to 100% due to rounding | | | | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Discussion

The data indicates that, as a whole, nearly one third (32 percent) of households in the City are cost burdened and paying more than 30 percent of their income toward housing costs. Fifteen percent of households are severely cost burdened and paying more than 50 percent of their income toward housing costs.

Among cost burdened households paying 30 to 50 percent of their income toward housing costs, 30 percent of Pacific Islander households and 28 percent of Hispanic households experience cost burden, compared to 17 percent of the City as a whole.

Among severely cost burdened households paying more than 50 percent of their income toward housing costs, Black/African American, American Indian, Alaska Native and Hispanic households experience a disproportionate need, with 26 percent of Black/African American, 52 percent of American Indian, Alaska Native and 25 percent of Hispanic households experiencing severe cost burden, compared to 15 percent of the jurisdiction as a whole.

Note: Households with no/negative income are not counted in the analysis, as they cannot by definition have a cost burden, although they still may require housing assistance.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

Please see the discussion for NA-15, NA-20, and NA-25. In summary;

- Extremely Low Income (ELI) households: 89 percent of Black/African American ELI households experience severe housing problems, compared to 75 percent of all ELI households.
- Very Low Income (VLI) households: 88 percent of Black/African American VLI and 91 percent of Hispanic VLI households experience housing problems, compared to 77 percent of all VLI households in Sunnyvale. Sixty-three percent of VLI Hispanic households experience severe housing problems, compared to 50 percent of all VLI households.
- Low Income (LI) households: 75 percent of Black/African American LI households, 72 percent of Asian LI households, and 86 percent of Hispanic LI households experience housing problems, compared to 62 percent of all LI households in Sunnyvale. Fifty-three percent of Hispanic households experience severe housing problems, compared to 29 percent of all LI households in Sunnyvale.
- Thirty percent of Pacific Islander households and 28 percent of Hispanic households of any income level experience cost burden (paying 30 to 50 percent of their income on housing costs), compared to 17 percent of all City households.
- Black/African American, American Indian, Alaska Native and Hispanic households experience a disproportionate level of severe cost burden: 26 percent of Black/African American, 52 percent of American Indian/Alaska Native and 25 percent of Hispanic households of any income level experienced severe cost burden, compared to 15 percent of all Sunnyvale households.

If they have needs not identified above, what are those needs?

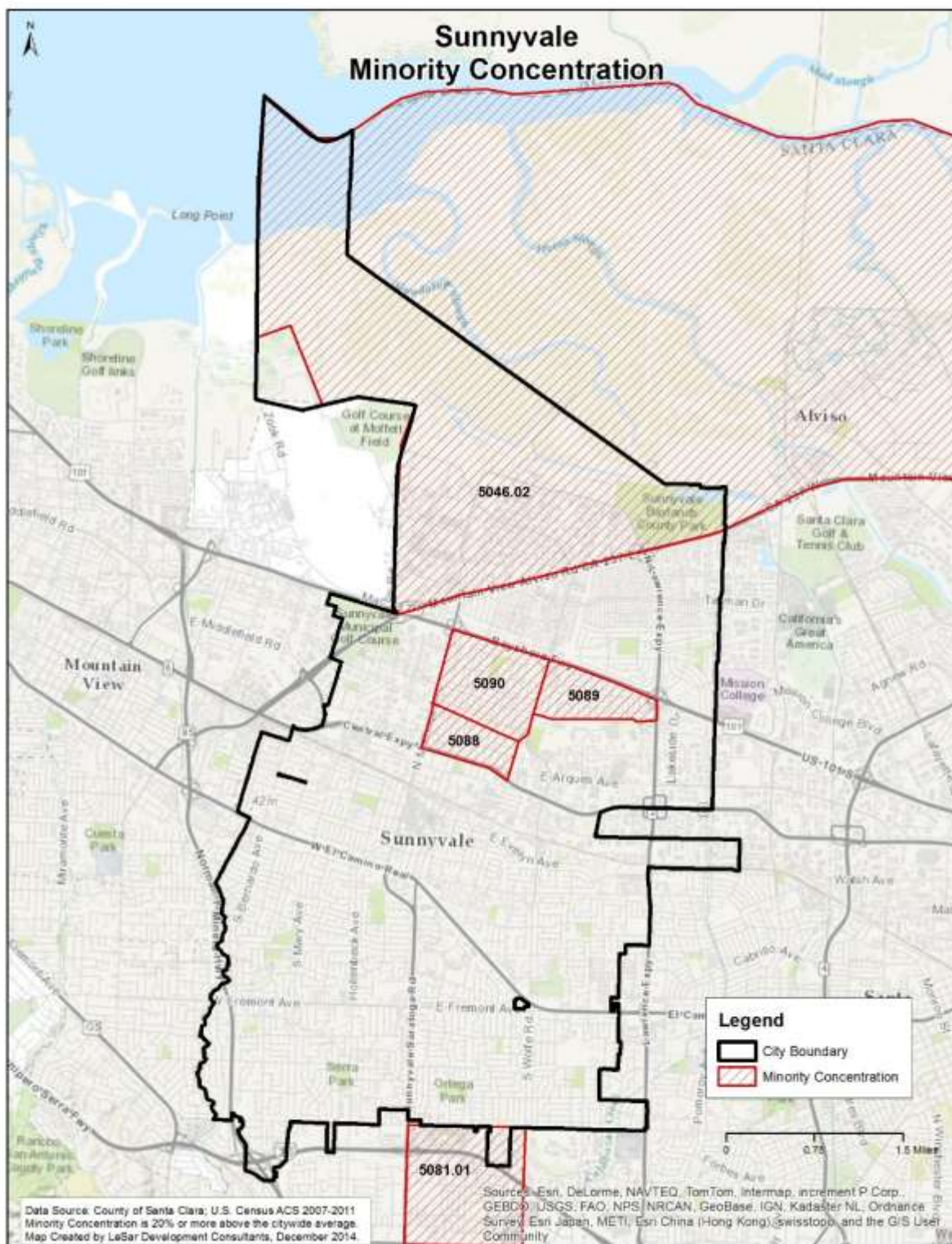
Housing that is more affordable, higher wages, and/or housing assistance such as vouchers could alleviate some of the housing cost burdens of the households described above.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

Map 1 illustrates the census tracts within the City that have minority concentration as defined by HUD, according to 2010 Census data. Two of these tracts, 5046.02 in north Sunnyvale, and 5081.01 in south Sunnyvale, are located largely outside of the city limits, primarily in the neighboring cities of Cupertino, San Jose and Santa Clara. The portion of Tract 5046.02 that is in Sunnyvale includes no known housing units, as it is comprised entirely of a major industrial area (Moffett Park), some public park or open space areas, and portions of the San Francisco Bay (salt ponds and wetlands). The remaining three tracts shown on Map 1 do include residential and mixed use neighborhoods with higher percentages of minority residents than the City as a whole, although the City as a whole is a “majority minority” city.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Map 1 - Areas of Minority Concentration (City)



Data Source:

ACS 2007-2011

Data Source:

Minority concentration is defined as census tracts where the percentage of individuals of a particular racial or ethnic minority group is at least 20 percentage points higher than the citywide average. Minority refers to all ethnic groups other than non-Hispanic white.

Comment:

March 26, 2015

OMB Control No: 2506-0117 (exp. 07/31/2015)

Page 47

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

NA-35 Public Housing – 91. 205(b)

Introduction

County-Wide Public Housing

HACSC assists approximately 17,000 households through the federal Section 8 Housing Choice Voucher program. The Section 8 waiting list contains 21,256 households, and is estimated to be a 10-year wait. HACSC also develops, controls, and manages more than 2,600 affordable rental housing properties throughout the County. HACSC's programs are available to very low income households, and more than 80 percent of its client households are extremely low income families, seniors, veterans, persons with disabilities, and formerly homeless individuals.²⁴

In 2008 HACSC entered into a ten-year agreement with HUD to become a Moving to Work (MTW) agency. The MTW program is a federal demonstration program that allows greater flexibility to design and implement more innovative approaches for providing housing assistance.²⁵ Additionally, HACSC has used Low-Income Housing Tax Credit financing to transform and rehabilitate 535 units of public housing into HACSC-controlled properties. The agency is an active developer of affordable housing and has either constructed, rehabilitated, or assisted with the development of more than 30 housing developments that provide housing to households, including special needs households.²⁶ HACSC has four, two-bedroom family public housing units in its portfolio; located in the City of Santa Clara.

Sunnyvale Vouchers

The table below displays the HACSC units and vouchers currently in use and/or available within Sunnyvale.

Table 25 - Public Housing/Voucher Units by Program Type (Sunnyvale)

| | Program Type | | | | | |
|-----------------------------------|--------------------|---------------|--------------|-------------------------------------|----------------------------|------------|
| | Section 8 Vouchers | | | | | |
| | Total | Project-based | Tenant-based | Special Purpose Voucher | | |
| | | | | Veterans Affairs Supportive Housing | Family Unification Program | Disabled * |
| # of Units/ Vouchers in Use | 613 | 142 | 444 | 25 | 2 | 0 |

Data Source: HACSC

Data Comments: There are no "certificate", Mod-Rehab, or Public Housing units in Sunnyvale. Disabled vouchers include Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-Year, and Nursing Home Transition vouchers.

²⁴ Housing Authority of the County of Santa Clara. "Welcome to HACSC." <http://www.hacsc.org/>

²⁵ HACSC. "Moving to Work (MTW) 2014 Annual Report." September 2014.

²⁶ Housing Authority of the County of Santa Clara. "Welcome to HACSC." <http://www.hacsc.org/>

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 26 - Characteristics of HACSC Client Households by Program Type (Sunnyvale)

| Program Type | | | | | |
|--|--|----------------|---------------|-------------------------------------|----------------------------|
| Household Characteristics | Vouchers | | | | |
| | Total | Project -based | Tenant -based | Special Purpose Voucher | |
| | | | | Veterans Affairs Supportive Housing | Family Unification Program |
| Average Annual Income | \$14,749 | \$17,736 | \$13,511 | \$15,274 | \$3,096 |
| Average Length of Stay (Years) | 10 | 2 | 15 | 20 | 4 |
| Average Household Size | 2 | 2 | 2 | 2 | 3 |
| # Homeless at Admission | 73 | 0 | 66 | 7 | 0 |
| # of Elderly Program Participants (>62) | 321 | 2 | 317 | 2 | 0 |
| # of Disabled Families | 366 | 2 | 357 | 7 | 0 |
| # of Families Requesting Accessibility Features | Data on these characteristics is not collected by the HACSC. | | | | |
| # of HIV/AIDS Program Participants | | | | | |
| # of DV Victims | | | | | |
| Data Source: HACSC | | | | | |
| Note: There are no "certificate", mod-Rehab, or Public Housing units in Sunnyvale. | | | | | |

Table 27 - Race of HACSC Client Households by Program Type (Sunnyvale)

| Race | Program Type | | | | | |
|-------------------------------|--|----------------|---------------|-------------------------------------|----------------------------|------------|
| | Vouchers | | | | | |
| | Total | Project -based | Tenant -based | Special Purpose Voucher | | |
| | | | | Veterans Affairs Supportive Housing | Family Unification Program | Disabled * |
| White | 279 | 57 | 203 | 17 | 2 | 0 |
| Black/African American | 95 | 8 | 80 | 7 | 0 | 0 |
| Asian | 240 | 80 | 159 | 1 | 0 | 0 |
| American Indian/Alaska Native | 7 | 1 | 5 | 1 | 0 | 0 |
| Pacific Islander | 1 | 1 | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 |
| Data Source: | HACSC | | | | | |
| Data Comments: | <i>There are no "certificate", Mod-Rehab, or Public Housing units in Sunnyvale. * Disabled vouchers include Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-Year, and Nursing Home Transition vouchers.</i> | | | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 28 - Ethnicity of Public Housing Residents by Program Type (Sunnyvale)

| Program Type | | | | | | |
|-----------------------|---|-----------------|---------------|-------------------------------------|----------------------------|------------|
| Ethnicity | Vouchers | | | | | |
| | Total | Project - based | Tenant -based | Special Purpose Voucher | | |
| | | | | Veterans Affairs Supportive Housing | Family Unification Program | Disabled * |
| Hispanic | 102 | 12 | 88 | 1 | 1 | 0 |
| Not Hispanic | 518 | 134 | 359 | 24 | 1 | 0 |
| Data Source: | HACSC | | | | | |
| Data Comments: | There are no "certificate", Mod-Rehab, or Public Housing units in Sunnyvale. Disabled vouchers include Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-Year, and Nursing Home Transition vouchers. | | | | | |

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units.

None of the four Santa Clara public housing units owned by HACSC are accessible, and the HACSC does not collect information about the need for accessible units in public housing. However, service providers and residents frequently report a need for accessible, affordable rental units in Sunnyvale. The City requires all assisted affordable and market-rate housing developments to design and build a certain percentage of units in their project to be accessible in compliance with the ADA and California housing/building code requirements for accessibility.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders (county-wide)

In January 2013, HACSC randomly sampled 1,500 of its county-wide Section 8 participants to better understand the types of services and/or resources they needed to increase their self-sufficiency. Approximately 400 participants responded. **Table 29** below identifies the services requested and the number of participants that requested that service. Affordable healthcare, job training, basic computer skills, English as a second language, and job placement resources were among the top most needed services. The majority of these services are related to workforce training, showing the need for economic development among Section 8 participants. The selection of affordable healthcare as the highest need indicates the need for additional health-related services.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 29 - Resources Requested by Section 8 Participants (County)

| Rank | Services/Resources | # Participants Requesting Service | % Participants Requesting Service |
|---|--|-----------------------------------|-----------------------------------|
| 1 | Affordable Healthcare | 122 | 11% |
| 2 | Job Training | 114 | 10% |
| 3 | Basic Computer Skills | 113 | 10% |
| 4 | Nothing | 102 | 9% |
| 5 | English as a Second Language | 96 | 8% |
| 6 | Job Placement | 94 | 8% |
| 7 | Post-Secondary Education | 79 | 7% |
| 8 | Transportation Assistance | 79 | 7% |
| 9 | Job Search Skills | 68 | 6% |
| 10 | Legal Assistance | 61 | 5% |
| 11 | HS Diploma/GED | 53 | 5% |
| 12 | Affordable Childcare | 53 | 5% |
| 13 | Financial Planning | 53 | 5% |
| 14 | Credit Repair/Credit History | 50 | 4% |
| 15 | Substance Abuse/Mental Health Counseling | 21 | 2% |
| Total | | 1,137 | 100% |
| Data Source: HACSC | | | |
| Data Source Comment: Totals may not add to 100% due to rounding. N= 400, multiple resources could be selected by each respondent. | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

How do these needs compare to the housing needs of the population at large

Many of the requested services, such as affordable health care, affordable childcare, post-secondary education, and financial planning assistance are services that are popular and desired by many residents of Sunnyvale, particularly households with lower incomes, and even among households of all income levels. Most of the other services are also desired by many lower-income households throughout the county and in Sunnyvale, such as ESL classes, job training, legal assistance, etc. Many of these services are available through NOVA and other agencies serving Sunnyvale.

Discussion

Please see discussions above.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

NA-40 Homeless Needs Assessment – 91. 205(c)

Introduction

As was previously discussed, the Santa Clara region is home to the fourth-largest population of homeless individuals (6,681 single individuals),²⁷ and the highest percentage of unsheltered homeless of any major city (75 percent of homeless people sleep in places unfit for human habitation). The homeless assistance program planning network is governed by the Santa Clara Continuum of Care (CoC), governed by the Destination: Home Leadership Board, who serves as the Continuum of Care (CoC) Board of Directors. The membership of the CoC is a collaboration of representatives from local jurisdictions comprised of community-based organizations, the Housing Authority of the County of Santa Clara (HACSC), governmental departments, health service agencies, homeless advocates, consumers, the faith community, and research, policy and planning groups. The homeless services system utilized by the CoC is referred to as the Homeless Management Information System (HMIS). The HMIS monitors outcomes and performance measures for all the homeless services agencies funded by the County.

HMIS Methodology

Community Technology Alliance (CTA) is the Homeless Management Information System (HMIS) Lead Agency for Santa Clara County. Data provided in this report is for Fiscal Year 2014 (July 1, 2013 – June 30, 2014). CTA reported jurisdictional data based on clients' self-reported last permanent zip codes. The last permanent zip code is the zip code area that the client lived in when s/he last lived in permanent housing (e.g. rental house/apartment, own home, living with friends/relatives with permanent tenure). This reporting method was adopted by CDBG program coordinators from the various jurisdictions within the County and was preferred over reporting the clients served by service providers within each jurisdiction, as shelter and transitional housing services are largely centralized within San Jose and not equitably distributed throughout the County. Numbers reported are based on actual data from HMIS yet are still considered estimates as they are averages and/or include proportional representations of clients for whom no last permanent zip code was recorded (15% of all clients served in FY 2013-14 reported no last permanent zip code). Sunnyvale clients (those who report that their last permanent zip code was in Sunnyvale) represented approximately four percent of the County's homeless clients at that time.

*Homeless Point-in-Time Census and Survey*²⁸

Santa Clara's Point-In-Time survey is conducted every two years and consists of data collected on the sheltered and unsheltered homeless population. Sheltered homeless include those occupying shelter beds on the night of the count. Data describing the characteristics of sheltered homeless persons are obtained from HMIS where possible, and collected directly from providers not using HMIS as needed. Unsheltered homeless are counted by direct observation, and volunteers canvas the regions by car and on foot during the early morning hours of the chosen night. A large subset of the unsheltered population is also interviewed, providing data that is then used to estimate demographic details of the unsheltered population as a whole at a single point-in-time.

²⁷ The U.S. Department of Housing and Urban Development. "2014 Annual Homeless Assessment Report (AHAR) to Congress." October 2014. <https://www.hudexchange.info/resources/documents/AHAR-2014-Part1.pdf>

²⁸ Applied Survey Research. "Santa Clara County Homeless Census & Survey." 2013. http://www.appliedsurveyresearch.org/storage/database/homelessness/santaclara_sanjose/2013%20Homeless%20Census%20and%20Survey%20Santa%20Clara%206%2028%2013.pdf

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Figure 2 – Homeless by Jurisdiction (County)

HOMELESS CENSUS POPULATION BY JURISDICTION

| Jurisdiction | Unsheltered | | | Sheltered | | | Total | | |
|-------------------------|-------------|-------|------------|-----------|-------|------------|-------|-------|------------|
| | '11 | '13 | Net Change | '11 | '13 | Net Change | '11 | '13 | Net Change |
| Total Incorporated | 4,283 | 4,944 | 661 | 1,772 | 1,816 | 44 | 6,055 | 6,760 | 705 |
| City of Campbell | 103 | 91 | -12 | 0 | 0 | 0 | 103 | 91 | -12 |
| City of Cupertino | 34 | 92 | 58 | 15 | 20 | 5 | 49 | 112 | 63 |
| City of Gilroy | 265 | 125 | -140 | 255 | 254 | -1 | 520 | 379 | -141 |
| City of Los Altos | 5 | 4 | -1 | 0 | 0 | 0 | 5 | 4 | -1 |
| Town of Los Altos Hills | 0 | 2 | 2 | 0 | 0 | 0 | 0 | 2 | 2 |
| City of Los Gatos | 18 | 11 | -7 | 0 | 0 | 0 | 18 | 11 | -7 |
| City of Milpitas | 139 | 95 | -44 | 0 | 0 | 0 | 139 | 95 | -44 |
| City of Monte Sereno | 11 | 1 | -10 | 0 | 0 | 0 | 11 | 1 | -10 |
| City of Morgan Hill | 176 | 61 | -115 | 35 | 0 | -35 | 211 | 61 | -150 |
| City of Mountain View | 17 | 136 | 119 | 20 | 3 | -17 | 37 | 139 | 102 |
| City of Palo Alto | 106 | 145 | 39 | 45 | 12 | -33 | 151 | 157 | 6 |
| City of San Jose | 3,057 | 3,660 | 603 | 977 | 1,110 | 133 | 4,034 | 4,770 | 736 |
| City of Santa Clara | 132 | 203 | 71 | 264 | 275 | 11 | 396 | 478 | 82 |
| City of Saratoga | 7 | 35 | 28 | 0 | 0 | 0 | 7 | 35 | 28 |
| City of Sunnyvale | 213 | 283 | 70 | 161 | 142 | -19 | 374 | 425 | 51 |
| Total Unincorporated | 886 | 730 | -156 | 99 | 106 | 7 | 985 | 836 | -149 |
| San Martin | 170 | 53 | -117 | 99 | 106 | 7 | 269 | 159 | -110 |
| Other | 716 | 677 | -39 | 0 | 0 | 0 | 716 | 677 | -39 |
| Confidential Locations | NA | NA | NA | 27 | 35 | 8 | 27 | 35 | 8 |
| Total | 5,169 | 5,674 | 505 | 1,898 | 1,957 | 59 | 7,067 | 7,631 | 564 |

Note: Changes in the shelter count may reflect changes in shelter designations and listed shelters rather than capacity or usage.

Data Source: 2013 Santa Clara County Homeless Census & Survey

Data Source Comments: Jurisdiction determined by location of the individual during the Point in Time Count, or shelter address.

The Santa Clara 2013 Homeless Point-in-Time Census and Survey was performed using HUD recommended practices for counting and surveying homeless individuals. This study included a field enumeration of homeless individuals residing in Santa Clara County on January 29 and January 30, 2013. On January 29, the cities of Gilroy and Morgan Hill, portions of the cities of Campbell, Los Gatos, Milpitas, San Jose, and the unincorporated areas in the eastern and southwestern parts of the county were enumerated. The following morning, January 30, remaining portions of the cities of Campbell, Milpitas, Los Gatos, and San Jose; the cities of Cupertino, Monte Sereno, Mountain View, Los Gatos Hills, Palo Alto, Saratoga, Sunnyvale, Santa Clara, and the unincorporated areas in the northwestern part of the county were enumerated. **Figure 2** shows the geographic distribution of sheltered and unsheltered homeless persons in Santa Clara County.²⁹

²⁹ Applied Survey Research. "Santa Clara County Homeless Census & Survey." 2013.

http://www.appliedsurveyresearch.org/storage/database/homelessness/santaclara_sanjose/2013%20Homeless%20Census%20and%20Survey%20Santa%20Clara%206%2028%2013.pdf

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

The following definitions are used in the methodology for **Table 30** below:

Definitions

- # Experiencing Homelessness Each Year: unduplicated count of all persons enrolled during the program year
- # Becoming Homeless Each Year: unduplicated count of persons appearing in HMIS for the first time during the year
- # Exiting Homelessness Each Year: unduplicated count of persons exiting programs to a permanent destination as defined by HUD
- # of Days Persons Experience Homelessness: average of the sums of the lengths of stay for each person

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 30 - Homeless Needs Assessment (City/County)

| Population | Estimate the # of persons experiencing homelessness on a given night | | Estimate the # experiencing homelessness each year | Estimate the # becoming homeless each year | Estimate the # exiting homelessness each year | Estimate the # of days persons experience homelessness |
|--|--|----------------------------|--|--|--|--|
| | Sheltered (Sunnyvale) | *Unsheltered (County-wide) | | | | |
| Persons in Households with Adult(s) and Child(ren) | 24 | 956 | 81 | 11 | HMIS data are not available for these indicators.* | |
| Persons in Households with Only Children | 2 | 183 | 16 | 11 | | |
| Persons in Households with Only Adults | 73 | 5,435 | 246 | 54 | | |
| Chronically Homeless Individuals (Persons) | 14 | 2,250 | 83 | 8 | | |
| Chronically Homeless Families (Households) | 0 | 9 | 5 | 0 | | |
| Veterans | 9 | 579 | 20 | 5 | | |
| Unaccompanied Children | 2 | 203 | 16 | 11 | | |
| Persons with HIV | 0 | 93 | 1 | 0 | | |
| Severely Mentally Ill | 24 | 2,872 | 77 | 15 | | |
| Chronically Substance Abuse | 8 | 1,010 | 47 | 8 | | |
| Victims of Domestic Violence | 9 | 431 | 31 | 7 | | |
| Data Source: HMIS Santa Clara County Data Source Comment: This data reflects reports for all HMIS clients who self-declared that their last permanent zip code was in Sunnyvale, and a proportional inclusion of clients who did not declare a last permanent zip code. "Given Night" estimates derived by taking average from four points in time. For unsheltered populations, the data presented is aggregate for the County. Current data does not include sub-population data by jurisdiction. * Please refer to Table 32 and Table 33 for related data. | | | | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth).

While data for each specific homeless subpopulation is not available, some HMIS data are available on the number of people exiting homelessness and the average days to obtain housing, as shown in **Tables 31** and **32**.

Table 31 - Exited Homelessness (Sunnyvale)

| Project Type | # Of Clients Who Obtained Permanent Housing |
|----------------------|---|
| Emergency Shelter | 23 |
| Transitional Housing | 5 |
| Rapid Re-Housing | 6 |

Data Source: HMIS Santa Clara County

Table 32 - Days to Housing (County)

| Project Type | Average Days to Housing |
|----------------------|-------------------------|
| Emergency Shelter | 62 |
| Transitional Housing | 320 |
| Rapid Re-Housing | 84 |

Data Source: HMIS Santa Clara County

Nature and Extent of Homelessness

Table 33 - Race and Ethnic Group of Homeless Clients (Sunnyvale)

| Race | Sheltered |
|-----------------------------------|-----------|
| White, Non-Hispanic | 79 |
| Black or African American | 44 |
| Asian | 29 |
| American Indian or Alaska Native | 47 |
| Native Hawaii or Pacific Islander | 6 |
| Multiple Races | 0 |
| Ethnicity | Sheltered |
| Hispanic | 132 |
| Non-Hispanic | 165 |

Data Source: HMIS Santa Clara County

Data Source Comment: HMIS data filtered for clients reporting a Sunnyvale zip code as their last permanent zip code. Race/Ethnicity for four points in time were averaged. Ethnicity data includes clients for whom race data is not known.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

In FY 2013-14, none of the Sunnyvale clients served were veteran households with children, as reported by Santa Clara County HMIS Partner Agencies.³⁰ A total of 21 Sunnyvale households with children were served in that year, as reported in the HMIS.

Discussion

Please see above.

³⁰ CTA 2013-2014. Includes households who reported their last permanent zip code as Sunnyvale.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

NA-45 Non-Homeless Special Needs Assessment - 91. 205 (b,d)

Introduction

The following section addresses the needs of special populations and the housing and service needs they might require. The special needs populations considered in this section include:

- Elderly households
- Persons with disabilities
- Large households
- Female-headed households
- Persons living with AIDS/HIV and their families

Describe the characteristics of special needs populations in your community.

Elderly Households

HUD defines elderly as age 62 and older and frail elderly as persons who require assistance with three or more activities of daily living such as eating, bathing, walking, and performing light housework. The U. S. Census commonly defines older adults as those aged 65 and older. For the purposes of this analysis, the term elderly refers to those aged 62 and older.

Elderly residents generally face a unique set of housing needs, largely due to physical limitations, lower household incomes, and the rising costs of health care. Unit sizes and access to transit, health care, and other services are important housing concerns for this population. Housing affordability represents a key issue for seniors, many of whom are living on fixed incomes. The demand for senior housing serving various income levels is expected to increase as the baby boom generation ages.³¹

Eleven percent of City residents (15,490 individuals) are over the age of 65,³² and 23 percent of households (12,470) in the City contain at least one person age 62 years or older.³³ These households are more likely to be LI, with 46 percent of households containing at least one person aged 62 or older (3,455 households) having incomes below 80% AMI, compared to 29 percent for the City.³⁴ LI households with elderly members are also more likely to experience cost burden, with 43 percent paying more than 30 percent of their income toward housing costs, compared to 19 percent of the jurisdiction as a whole.³⁵

³¹ Joint Center for Housing Studies. "Housing America's Older Adults: Meeting the Needs of an Aging Population." 2014. http://www.jchs.harvard.edu/sites/jchs.harvard.edu/files/jchs-housing_americas_older_adults_2014.pdf

³² 2008-2012 ACS

³³ 2007-2011 CHAS

³⁴ Ibid

³⁵ Ibid

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 34 - Elderly Population (City)

| Household Income Level | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | >100% AMI |
|--|--------------|----------------|----------------|-----------------|---------------|
| Total Households | 5,555 | 5,125 | 4,695 | 4,195 | 33,590 |
| Households with at Least One Person 62-74 Years of Age | 1,000 | 875 | 1,015 | 845 | 3,930 |
| Households with at Least One Person Age 75 or Older | 1,025 | 1,120 | 680 | 525 | 1,455 |

Data Source: 2007-2011 CHAS

People with Disabilities

HUD defines disability as a physical or mental impairment that substantially limits one or more of the major life activities for an individual.

Persons with disabilities can face unique barriers to securing affordable housing that provides them with the accommodations that they need. Persons with disabilities may require units equipped with wheelchair accessibility or other special features that accommodate physical or sensory limitations. Access to transit, health care, services, and shopping also are important factors for this population.³⁶

As shown in **Table 35**, nearly one-third of individuals (30 percent) age 65 or older have a disability, compared to four percent of the population 18 to 64, or seven percent of the population as a whole. Of the disabled population age 65 years and older, nine percent (1,833 individuals) have a self-care difficulty and 17 percent (3,416 individuals) have an independent living difficulty, resulting in over 5,249 elderly individuals who may require supportive housing accommodations.

³⁶ National Council on Disability, The State of Housing in America in the 21st Century: A Disability Perspective, 2010

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 35 - Disability Status of Sunnyvale Population

| | Number | Percent |
|---|----------------|------------|
| Population 18 to 64 years | 96,304 | 66% |
| With a Hearing Difficulty | 1,112 | 1% |
| With a Vision Difficulty | 871 | 1% |
| With a Cognitive Difficulty | 1,055 | 1% |
| With an Ambulatory Difficulty | 1,807 | 2% |
| With a Self-Care Difficulty | 771 | 1% |
| With an Independent Living Difficulty | 858 | 1% |
| Total With a Disability (18 to 64 Years Old) | 3,825 | 4% |
| Population 65 years and over | 20,387 | 14% |
| With a Hearing Difficulty | 3,425 | 17% |
| With a Vision Difficulty | 1,005 | 5% |
| With a Cognitive Difficulty | 1,592 | 8% |
| With an Ambulatory Difficulty | 3,063 | 15% |
| With a Self-Care Difficulty | 1,833 | 9% |
| With an Independent Living Difficulty | 3,416 | 17% |
| Total With a Disability (65+ Years Old) | 6,168 | 30% |
| Total Population | 146,942 | 7% |
| Data Source: 2011-2013 ACS | | |

Large Households

The U. S. Census Bureau defines large households as those with five or more persons. Large households may face challenges finding adequately-sized affordable housing. This may cause larger families to live in overcrowded conditions and/or overpay for housing.

ACS 2008-2012 data shows that the average household size in the City is 2.6 people. **Table 37** below demonstrates that nine percent of all households (4,775 households) are large households.

Table 36 – Households by Size, Sunnyvale

| Households | Number | Percent |
|------------------------------|---------------|-------------|
| 1 persons | 18,610 | 33% |
| 2 Persons | 13,084 | 23% |
| 3 Persons | 12,706 | 23% |
| 4 Persons | 6,859 | 12% |
| 5 or more persons | 4,775 | 9% |
| Total households | 56,034 | 100% |
| Data Source: 2013 ACS | | |

Female-Headed Families

Single mothers may have a greater risk of poverty than single fathers due to factors such as the wage gap between men and women, insufficient training and education for higher earning jobs,

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

and inadequate or expensive child care services.³⁷ Female-headed families with children may have unique housing needs such as ease of access to child care, health care, and other supportive services.

According to 2010 Census reports for the City, single parent, female-headed households with children under the age of 18 accounted for 3 percent of all City households. This equates to 1,627 single-mother families.³⁸

Persons Living with AIDS/HIV and Their Families

Stable and affordable housing that is available to persons living with HIV/AIDS and their families helps assure they have consistent access to the level of medical care and supportive services that are essential to their health and welfare. Stable housing can also result in fewer hospitalizations and decreased emergency room care. In addition, housing assistance, such as short-term help with rent or mortgage payments, may prevent homelessness among persons with HIV/AIDS and their families.³⁹

In the County, from April 2006 through June 2014, a total of 1,119 cases of HIV were reported; of these, 1,080 individuals are still living (3 percent are deceased). During the same time period, a total of 4,655 cases of AIDS was reported; 2,327 are still living (50 percent are deceased).⁴⁰ According to a 2011 Santa Clara County HIV/AIDS needs assessment survey, the majority of respondents living with HIV/AIDS represented renter households (71 percent), and 30 percent reported experiencing difficulty getting housing in the six months prior to the survey.⁴¹

What are the housing and supportive service needs of these populations and how are these needs determined?

Please see discussions above.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area.

HIV

Countywide, males represent 85 percent of reported HIV cases. This includes White (45 percent), Hispanic/Latino (32 percent), African American (12 percent), and Asian/Pacific Islander (9 percent) males. Thirty-five percent of the 75 *newly* reported cases in 2010 were of individuals between 20 and 29 years of age, compared with 14 percent of existing (total living) cases in that age group.⁴²

AIDS

Overall, those living with AIDS are older, with 43 percent age 50 and older, compared to 28 percent age 50 and older for those with HIV. Additionally, AIDS incidence is most likely seen

³⁷ U. C. Berkeley. "Serving Low income Families in Poverty Neighborhoods Using Promising Programs and Practices." September 2004. <http://cssr.berkeley.edu/pdfs/lowIncomeFam.pdf>

³⁸ 2010 Census

³⁹ National AIDS Housing Coalition. "HOPWA." <http://nationalaidshousing.org/legisadvocacy/hopwa/>

⁴⁰ California Office of AIDS. "HIV/AIDS Surveillance in California." June 2014.

⁴¹ Santa Clara County HIV Planning Council for Prevention and Care. "2012-2014 Comprehensive HIV Prevention & Care Plan for San José." 2011.

⁴² Ibid.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

among Hispanic/Latino persons (42 percent), followed by Whites (36 percent), Asian Pacific Islanders (11 percent), and African Americans (10 percent).⁴³

Discussion

Please see discussions above.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

NA-50 Non-Housing Community Development Needs – 91. 215 (f)

Describe the jurisdiction's need for Public Facilities:

Sunnyvale residents who responded to the regional public survey conducted in late 2014 responded to the open-ended question about public facility needs with a variety of comments indicating a need for the following types of public facilities and/or improvements in Sunnyvale:

- Street improvements: curb ramps, crosswalks at Evelyn and Marshall, traffic signal timing improvements; sidewalks along Tasman from Fair Oaks to Lawrence; more bike lanes in 94085 and 94086 zip codes; traffic calming
- Schools: new public middle and high schools in north Sunnyvale; public charter elementary and middle schools; more schools in general/improved schools
- Homeless shelters; shelters in south Sunnyvale; year-round shelters
- Neighborhood beautification: undergrounding utilities, more landscaping in park strips, especially in areas near Caltrain station
- More recreation centers, sport centers
- More parks/open space
- Better/more transit

These comments were not gathered from any statistically representative sample group, however they reflect the type of facilities and improvements very often requested by residents at public meetings and/or through regular communication channels, such as emailing or calling City offices or public officials.

Some of the facilities listed above are either not eligible for CDBG funding, or the amount of CDBG funding is vastly inadequate to fund them, or the City is not the agency responsible for developing such facilities. For instance, transit service and facilities and schools are the responsibility of the local transit district and local school districts. Some of the items noted could be addressed at least in part with CDBG funds and if located in CDBG-eligible census tracts (see Map 2 of eligible tracts in the Appendix), such as street improvements, traffic calming, recreation centers, and/or park improvements. Other types of facilities can be undertaken with CDBG funds anywhere in the City, such as curb ramps and homeless shelters. For many years, the City has used some of its available CDBG funds to pay for curb ramp installations or improvements throughout the City, usually funding a sizeable curb ramps project every second or third year for higher cost-effectiveness, compared to funding a small project every year. It has also funded sidewalk and traffic calming improvements in CDBG-eligible districts in some years as well, depending on funding availability and need. The City also has some non-CDBG funding available to address some of the needs listed above to some extent, such as for utility undergrounding, parks and recreation facilities, and for general street maintenance and repair. Recently the City was awarded a state grant of approximately \$1 million for improvements to one of its parks in an underserved area as a reward for the number of lower-income housing units it had permitted in the City in prior years.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Public Facility Needs Identified Through Regional Forums

Regional and community forums were conducted in order to engage residents and stakeholders throughout the County. Participants in this outreach effort identified the following needs for public facilities throughout the County:

- Increase the number of homeless facilities across the County.
- Build youth centers and recreational facilities in different locations throughout the County.
- Support modernization and rehabilitation of senior centers.
- Provide more information to the public about available community facilities.

Regional Needs Survey

To gain additional insight on high-priority needs, a regional survey was conducted. Respondents rated the level of need for 14 public facility types in their neighborhoods, choosing from four need levels: Low, Medium, High, or Don't Know. The six types of facilities with the highest need ratings in this survey were:

1. Homeless facilities
2. Facilities for abused, abandoned and/or neglected children
3. Educational facilities (schools)
4. Mental health care facilities
5. Youth centers
6. Drop-in day centers for the homeless

How were these needs determined?

Feedback was gathered from the community needs survey, regional forums, and local public hearings, where residents and stakeholders provided input on these needs. Please see **the Regional Outreach Process Summary** in the Appendix for more detail. In addition, City staff regularly reviews sidewalk conditions and the need for new or upgraded curb ramps, and also reviews other public facilities to determine areas that may need improvement. Residents also report various needs for public facility improvements to the City on an ad-hoc basis.

Describe the jurisdiction's need for Public Improvements.

Sidewalks in some older neighborhoods and non-residential zones in Sunnyvale may not be fully compliant with ADA standards for accessibility and/or may be deteriorated to the point where repair or replacement is necessary. The City reviews sidewalk conditions and the need for new or upgraded curb ramps periodically, and retrofits as many curbs as possible each year so that all intersections in the City conform to ADA requirements. CDBG funding is used for some of the curb ramps, while other city sources are also used to the extent available for both sidewalks and related pedestrian facility improvements. Please see preceding section on Public Facility needs, which also includes public improvements needs.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Regional Forums

Stakeholders at the regional forums noted the lack of affordable and accessible transit in the County, and the need to improve and expand public transit options. Participants in the forums also emphasized the need for the jurisdictions to:

- Promote complete streets to accommodate multiple transportation modes.
- Focus on pedestrian safety by improving crosswalk visibility and enhancing sidewalks.
- Provide more ADA-compliant curb ramps.
- Increase access to parks and open space amenities in low income neighborhoods.

Regional Needs Survey

Survey respondents rated the level of need for 15 infrastructure and neighborhood improvements within their neighborhoods. The five types of improvements rated highest among the survey respondents were:

1. Cleanup of contaminated sites
2. Street improvements
3. Lighting improvement
4. Sidewalk improvements
5. Water/sewer improvements

How were these needs determined?

The above feedback was gathered from the County-wide regional needs survey and regional forums, where participating residents and stakeholders provided input on these needs. Please see the Appendix for more detail. None of the Sunnyvale residents who responded to the public survey mentioned a need for clean-up of contaminated sites or water/sewer improvements in their responses to the open-ended survey questions, although there may be such needs in Sunnyvale as well.

Describe the jurisdiction's need for Public Services.

During the various hearings held by the City between late 2014 and March 2015, many service providers and others attended and noted local needs for a variety of human services, such as legal services, food and nutrition, health care, counseling services, case management for homeless clients, shelter and supportive services, and services for various special needs groups such as the elderly, domestic violence survivors, disabled adults, and others. Most of these types of services are provided within the City currently, and CDBG funding for some of these services is included in the City's Draft 2015 Action Plan. The City also provides general funds for some of the needed services for which CDBG funds are not adequate, due to the 15% statutory cap on public services funding with CDBG funds. More information about these needs and services is provided in the Year 1 (2015) Action Plan.

Regional Forums

During the forums, participants (many of whom were staff of various human services or public agencies) emphasized the need to support a broad range of community services. The need to increase shelter and services for the homeless was a key concern identified by participants. Emergency and transitional housing, comprehensive services at homeless encampments (e.g.,

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

basic shelter facilities, restrooms, health care referrals), and rental assistance programs for the homeless were frequently identified by participants as critical needs.

Another common topic was the need to address the housing crisis facing seniors in the County. Forum participants noted that elderly renters experience numerous housing issues, including cost burden. The primary service needs identified included:

- More accessible and affordable transit service throughout the County
- Food assistance and nutrition programs for low income families, seniors and disabled individuals
- Health care services for seniors and low income families
- Free year-round recreation programs and sports activities for youth
- Outreach services at ad-hoc homeless campsites (e.g., health screening, referrals)
- Mental health care for homeless people and veterans
- Supportive services to reduce senior isolation
- Better publicity about available services and information-sharing between service providers

Regional Needs Survey

Survey respondents rated the level of need for 23 types of public services in their neighborhoods. The five services rated highest in terms of need were:

1. Emergency housing assistance to prevent homelessness
2. Access to fresh and nutritious foods
3. Homeless services
4. Services for abused, abandoned and/or neglected children
5. Transit services

How were these needs determined?

Feedback was gathered from the community needs survey and community forums, where residents and stakeholders of the City provided input community needs. Please see the Regional Outreach Process Summary in the Appendix for more detail.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview

Home prices and rents throughout Santa Clara County are some of the highest in the nation, as reported widely in the media in recent years.⁴⁴⁴⁵⁴⁶ The median single family home price in Sunnyvale has been over \$1 million for the past two years, and the median condominium / town home price has been over \$500,000 for 7 of the past ten years. Average rents have been in the \$2,000 range for the past two years.⁴⁷

The affordability gap between housing costs and the household incomes of a large segment of the population is widening. According to the Cities Association of Santa Clara County and Housing Trust Silicon Valley, “the Association of Bay Area Governments (ABAG) projects that over the next 25 years 57 percent of all household growth in the Bay Area will consist of very-low and low income households. The State’s Employment Development Department projects that more than half of the jobs created in the next five years in Santa Clara County will pay \$11.00 per hour or less. In addition, much of the growth is expected to be with senior households”.⁴⁸ In Sunnyvale and in much of the County, the current high housing costs have created a need for more affordable housing not just for the lowest-income residents traditionally served by public and assisted housing projects, but also for low- and moderate-income households. Overall, there is a need for a variety of new units at various price levels and types to meet the needs of the region’s current and future population.

The results of the analysis of Sunnyvale’s housing market are summarized below. More detail on each topic is included in the pages that follow.

MA-10 Number of Housing Units

- The City’s housing stock consisted of 55,452 units in 2011 according to the Census, and had grown to 57,633 units by December 2014, according to City construction data.
- The City’s housing stock in 2011 was split almost evenly between single-family and multi-family structures, with 47 percent of the units in single-family homes (attached or detached); 46 percent in multi-family structures; and the balance in mobile or manufactured homes, according to the Census.

MA-15 Cost of Housing

- Nearly one third of Sunnyvale households (32 percent) spent more than 30 percent of their income on housing costs (including utilities). Fifteen percent of Sunnyvale households paid more than 50 percent of their income on housing costs, as of 2011.

⁴⁴ Silicon Valley Business Journal. “When the Median Home Price is \$4.6 million: Silicon Valley Claims 3 of Nation’s 10 most Expensive Housing Markets.” <http://www.bizjournals.com/sanjose/news/2014/07/07/when-the-median-home-price-is-4-6-million-silicon.html>

⁴⁵ Joint Venture Silicon Valley Index 2015: <http://siliconvalleyindicators.org/data/place/housing/rental-affordability/>

⁴⁶ <http://www2.kqed.org/news/2015/03/28/long-commute-to-silicon-valley-increasingly-the-norm-for-many/>

⁴⁷ City of Sunnyvale Community Condition Indicators, 2014; RealFacts (rents).

⁴⁸ Cities Association of Santa Clara County and Housing Trust Silicon Valley. “Affordable Housing Landscape & Local Best Practices.” December 2013.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

MA-20 Condition of Housing

- Seventy percent of the City's housing units (in 2011) were built before 1980 (39,239 units), which means they pose some risk of lead-based paint (LBP) hazards to their occupants, however the incidence of childhood blood lead poisoning due to LBP hazards is extremely low in the City.
- Although much of the housing stock is quite old, most of the housing in Sunnyvale is well maintained, and many older homes, particularly owner-occupied homes, been renovated or rebuilt in recent years. The City provides assistance for the rehabilitation of lower-income housing using its CDBG revolving loan fund. Many affordable rental properties, mobile homes, and single-family homes owned and occupied by lower-income households have been rehabilitated in the past twenty years with City assistance.

MA-25 Public and Assisted Housing

- The Housing Authority of the County of Santa Clara (HACSC) develops, controls, and manages more than 2,600 affordable rental units within the County, none of which are located in Sunnyvale.
- There are 1,372 units of assisted lower-income housing in Sunnyvale, owned and operated by agencies other than the HACSC.

MA-30 Homeless Facilities

- According to the 2014 Housing Inventory Count (HIC) 6,320 shelter beds in various facilities are available for homeless individuals and families in the County. An additional 358 beds are under development.
- Housing facilities for homeless individuals and families include emergency shelters, transitional housing, permanent supportive housing, and safe havens.

MA-35 Special Needs Facilities

- Within the City there are 793 beds in licensed community care facilities available for frail elderly, people requiring rehabilitative care, and people with disabilities.

MA-40 Barriers to Affordable Housing

- The City faces multiple barriers to affordable housing, including income and wages that are inconsistent with the rising cost of housing, a very competitive housing market, and diminishing federal and state funding for affordable housing.

MA-45 Non-Housing Community Development Assets

- Ninety-one percent of Sunnyvale residents age 25 or older have a high school diploma or higher, and fifty-seven percent of residents age 25 or older have a bachelor's degree or higher.
- Adults with bachelor's degrees have median incomes that are 72 percent higher than those of adults with only an associate's degree. Adults with a graduate or professional degree have a median income that is 117 percent higher than those with an associate's degree.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

- Between September 2013 and September 2014, total employment in the San Jose-Sunnyvale-Santa Clara Metropolitan Statistical Area (MSA) expanded by 34,400 jobs. The unemployment rate in Sunnyvale was 3.8% in December 2014, a drop of one percent compared to the rate in December 2013 (CA Employment Development Department).
- The City partners with several non-profits to provide workforce development and training to lower-income individuals, including those who are homeless, at-risk youth, and those with disabilities. These include: Abilities United, Downtown Streets Team, Bill Wilson Center, and North Valley Workforce Development Authority (NOVA). Additional agencies such as Goodwill Industries, local community colleges, and adult education programs, also provide some workforce development services in the area. The City also partners with Vision Literacy, which provides literacy and English language training which can be very effective in helping clients gain employment and/or improve earnings.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

MA-10 Number of Housing Units – 91. 210(a)&(b)(2)

Introduction

The City's housing stock is split almost evenly between single-family and multi-family housing units. There were 55,452 housing units in the City as of 2011, according to the Census, 48 percent of which were owner occupied and 52 percent were renter occupied. Additionally, 47 percent of housing units (26,076) were single-family detached and attached units, and 46 percent (25,757 units) were multi-family developments, while the remaining units were mobile homes.

Table 37 – Sunnyvale Housing Stock by Units in Structure

| Property Type | Number | % |
|--|---------------|-------------|
| 1 Unit Detached Structure | 21,545 | 39% |
| 1 Unit, Attached Structure | 4,531 | 8% |
| 2-4 Units | 5,197 | 9% |
| 5-19 Units | 9,509 | 17% |
| 20 or More Units | 11,051 | 20% |
| Mobile Home, Boat, RV, Van, etc. | 3,709 | 7% |
| Total | 55,542 | 100% |
| Data Source: 2007-2011 ACS | | |
| Data Source Comment: Totals may not add to 100% due to rounding. | | |

Table 38 - Unit Size by Tenure (City)

| | Owner Households | | Renter Households | |
|--|------------------|------------|-------------------|-------------|
| | Number | % | Number | % |
| No Bedroom | 125 | 0% | 1,989 | 7% |
| 1 Bedroom | 526 | 2% | 9,770 | 36% |
| 2 Bedrooms | 4,453 | 17% | 11,421 | 42% |
| 3 or More Bedrooms | 20,571 | 80% | 4,300 | 16% |
| Total | 25,675 | 99% | 27,480 | 101% |
| Data Source: 2007-2011 ACS | | | | |
| Data Source Comment: Totals may not add to 100% due to rounding. | | | | |

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

The City's 1,372 units in assisted rental properties primarily serve VLI households, with a significant portion of units occupied by ELI households, and a minority of the units serving LI households (earning up to 60% AMI or in some instances up to 80% AMI). In addition, the City has an inventory of inclusionary rental units that serve households in the 50-80% AMI range; and inclusionary owner-occupied homes that serve home buyers in the 60 to 120% AMI range (low to moderate). The HACSC voucher programs serve primarily ELI households (75 percent of those entering the program) and the remaining 25 percent of clients must have incomes no higher than 50% AMI.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Rent-restricted housing in Sunnyvale includes both publicly subsidized affordable housing, generally assisted with any combination of federal, state, local, and/or private subsidies, and deed-restricted (inclusionary) rental units.

Tables 39 and 40 provide a summary of the affordable units managed by the City, their funding sources, and how many are “At Risk” within this five-year Consolidated Plan cycle.

Table 39 - Inventory of Active Below Market Rate Rental Units (City)

| Project Name | Address | Year Built | Affordability Period | Affordable Units | Status |
|---|----------------------------|------------|----------------------|------------------|-------------|
| Lawrence Station Apartments | 1271 Lawrence Station Road | 2012 | 2067 | 46 | Not at risk |
| Copley Square | 979 Pinto Palm Terrace | 1996 | 2016 | 5 | At Risk |
| Renaissance | 718 Old San Francisco Road | 1998 | 2018 | 24 | At Risk |
| Villa del Sol | 355 E. Evelyn Avenue | 2001 | 2020 | 11 | At Risk |
| Cherry Orchard | 350 W. El Camino Real | 2001 | 2021 | 30 | Not at risk |
| Magnolia | 177 S. Mary Ave | 2002 | 2032 | 3 | Not at risk |
| Tamarind Square | 1160 Morse Avenue | 2004 | 2059 | 12 | Not at risk |
| Encinal Place | 604 S. Fair Oaks Avenue | 2005 | 2025 | 2 | Not at risk |
| Via | 621 Tasman Drive | 2011 | 2066 | 43 | Not at risk |
| Total BMR Units: | | | | 176 | |
| At-Risk BMR Units: | | | | 40 | |
| Data Source: City of Sunnyvale Housing Element 2015-2023 | | | | | |

Table 40 - Inventory of Assisted Rental Housing (City)

| Project Name | Address | Year Built | End of Affordability Term | Affordable Units | Financing | Status |
|-----------------------|---|------------|---------------------------|------------------|----------------|-------------|
| Arbor Court | <i>Omitted for confidentiality purposes</i> | 2012 | 2041 | 5 | HOME & CDBG | Not at risk |
| Aster Park | 1059 Reed Avenue | 1991, 2013 | 2065 | 95 | HUD/FHA 223(f) | Not at risk |
| Borregas Court | West 101 Weddell Drive | 1997 | 2037 | 192 | Bonds | Not at risk |
| The Carroll Inn (SRO) | 174 Carroll Street | 1995 | 2035 | 119 | HOME | Not at risk |
| Crescent Terrace | 130 Crescent Avenue | 1985 | 2040 | 48 | CDBG; Sec. 8 | Not at risk |
| Duane Court | <i>Omitted for confidentiality purposes</i> | 1959 | 2040 | 4 | HOME & CDBG | Not at risk |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| | | | | | | |
|---|----------------------------|------------------------|------|--------------|--|--|
| Eight Trees | 183 Acalanes Drive | 2006 | 2046 | 24 | CDBG; HOME; HMF | Not at risk |
| Fair Oaks Plaza | 660 S. Fair Oaks Avenue | 2011 | 2066 | 123 | HMF; Various | Not at risk |
| Garland Plaza | 662 Garland | 2007, 2012 | 2067 | 20 | HOME; HMF; Various | Not at risk |
| Grove Garden | 243 Buena Vista Avenue | 1987 | 2027 | 44 | Bonds | Not at risk |
| Homestead Park | 1601 Tenaka Place | 2004, 2007, 2012 | 2068 | 211 | CDBG; HOME HMF; Various | Not at risk |
| Klee Court / Offenbach P. | 1230 Klee Court | 1993, 2010 | 2030 | 5 | CDBG; HOME; HMF | Not at risk |
| Life's Garden | 450 Old San Francisco Road | 1977 | 2017 | 150 | Sec. 8 | Low risk; non-profit owned |
| Morse Court | 825 Morse Avenue | 2003 | 2023 | 35 | Sec. 8; CalHFA | Not at risk; new loan requested in 2014 will extend term |
| Moulton Plaza | 1601 Tenaka Place | 2005 | 2040 | 66 | HOME; HMF | Not at risk |
| Orchard Gardens | 245-251 Weddell Drive | 1998 | 2053 | 62 | CDBG; HOME; HMF | Not at risk |
| Pacific Plaza | 785 Reseda Drive | 1995 | 2025 | 38 | CDBG; HOME | Not at risk |
| Plaza de las Flores | 233 Carroll Street | 2006 | 2036 | 100 | HOME; CDBG; CalHFA; MHP; HTWSV | Not at risk |
| Socorro | 1353 Socorro Ave | 2008, 2013 | 2043 | 5 | HOME | Not at risk |
| Stoney Pine | 267 W. California Ave | 2001 | 2041 | 22 | CDBG; HOME; HMF; Various | Not at risk |
| Wolfe Road | 1675 S. Wolfe Road | 1997/2002 | 2027 | 4 | CDBG; HOME | Not at risk |
| Total Assisted Rental Units: | | | | 1,372 | | |
| Total Assisted Rental Units at Risk by 2020: | | | | 150 | | |
| Data Source: City of Sunnyvale Housing Element 2015-2023 | | | | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

One assisted rental project is theoretically at risk of losing its affordability restrictions within this consolidated plan cycle: Life's Garden, a 208-unit senior housing complex built by Sunnyvale Presbyterian Church. It is owned by Sunnyvale Life, Inc., an affiliate of the church. A project-based Section 8 contract currently ensures affordability of 150 units in the project. The property management has confirmed that it intends to maintain the property as long-term affordable housing well beyond 2017, and the City has informed the owners of the availability of city assistance for rehabilitation/preservation efforts.⁴⁹

Does the availability of housing units meet the needs of the population?

If the population is defined as current residents only, the availability may be near adequate, since by definition the current residents already have housing in the City, except for a small number of homeless residents. However, the availability does not meet the level of demand for housing in the City by new workers attracted by jobs in the area, or workers already employed locally but living elsewhere, or by investors attracted by the high return on investment available when purchasing properties, particularly for rental uses, in the Silicon Valley. The level of demand far exceeds the available supply if all of those groups are included in "population", and that excess demand has driven housing costs out of the range of affordability for many local workers and newly forming households.

Describe the need for specific types of housing:

As discussed in the Needs Assessment, several special needs populations require affordable housing, such as the homeless or at-risk of homelessness, large households, female-headed households with children, seniors and disabled individuals. As shown in **Table 42**, the vast majority of HACSC clients fall into one of these special needs categories.⁵⁰ HACSC reports that smaller unit sizes and accessibility to transit, health care, and other services are housing needs for the senior population. The same often holds true for disabled individuals.

Table 41 - HACSC Special Needs Populations (County)

| GROUP | NUMBER OF HACSC PARTICIPANT HOUSEHOLDS | PERCENTAGE OF HACSC PARTICIPANT HOUSEHOLDS ¹ | NUMBER OF TOTAL COUNTY HOUSEHOLDS | PERCENTAGE OF TOTAL COUNTY HOUSEHOLDS |
|-----------------------------|--|---|-----------------------------------|---------------------------------------|
| Seniors (excludes disabled) | 1,532 | 10% | 129,728 | 21.7% |
| Disabled (includes seniors) | 6,626 | 44% | 48,336 ² | 8% ^{2,3} |
| Female HOH w/ children | 10,622 | 71% | 31,895 | 5% |
| Large Families | 1,988 | 13% | 90,630 | 15% |
| Homeless | 1,072 | 7% | 7,067 ² | <1% ² |
| Chronically Homeless | 181 | 1% | 2,520 ² | <1% ² |

¹Please note that the total percentage of HACSC Participant Households is greater than 100% because participants may fall into more than one category.

²These numbers are estimates. The U.S. Census and Homeless Survey track the number of homeless and disabled individuals, not households.

³Individuals with disabilities comprise 8% of the County's population. The chart assumes that 8% of all the County's households have a member with a disability. The actual number of disabled households in the County is difficult to accurately track as the U.S. Census does not specifically track the number of disabled households. It is likely that the number of disabled households in the County is higher than 8% since it is more likely that one disabled individual lives in a household as opposed to multiple disabled individuals living a household.

Data Source: HACSC

Discussion

⁴⁹ City of Sunnyvale. "2015-2023 Housing Element." November 2014.

⁵⁰ Housing authority of the County of Santa Clara, Housing Needs Assessment, 2013

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Please see discussions above.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

MA-15 Housing Market Analysis: Cost of Housing - 91. 210(a)

Introduction

Santa Clara County was recently named the third most expensive rental market in the nation by the National Low Income Housing Coalition.⁵¹ Average rent for all unit sizes across the County reached an all-time high of \$2,321 in the second quarter of 2014, according to RealFacts. According to a RealFacts representative, "the only thing that can pay for these rents is the high-tech employment. That's the driving force behind these rents that are north of \$2,000 a month."⁵² HUD defines affordability as a household paying no more than 30 percent of their gross income toward housing costs, including utilities. According to that definition, a household would need to approximately \$93,000 per year to afford the average rent in the County, not including utilities. The average rent in Sunnyvale was \$2,129 in the fourth quarter of 2013, according to RealFacts.

As noted in the Needs Assessment, cost burden is the most common housing problem in the City, rather than lack of plumbing or overcrowding, which are the other two housing problems defined by HUD. Nearly one third of households (32 percent or 16,055 households) in the City experienced either cost burden or severe cost burden. Among owner households, 33 percent were cost-burdened and 15 percent were severely cost-burdened between 2007 and 2011. Similar to owner households, 29 percent of renter households were cost-burdened and 14 percent were severely cost-burdened. This indicates that 15 percent of owner households and 14 percent of renter households are spending more than half of their income on housing costs.

Table 42 - Cost of Housing in Sunnyvale, 2005-2014

| Unit Type | 2005 | 2014 | % Increase, 2005-2014 |
|----------------------------------|--|-------------|-----------------------|
| Median Home Price, Single-Family | \$790,000 | \$1,218,000 | 54% |
| Median Home Price, Condo/TH | \$545,000 | \$793,300 | 53% |
| Median Rent for 3-Bedroom Apt. | \$2,200 | \$3,370 | 46% |
| Data Source: | City of Sunnyvale Community Condition Indicators, 2005-2014, available online at Sunnyvale.ca.gov . Home price data is from MLS closed sales data. Rent data is from RealFacts, for all Sunnyvale rental properties with 50 or more units. | | |

Table 43 - Rent Paid in Sunnyvale, 2007-2011

| Monthly Rent Paid | Number of Renter Households | Percent of Renter Households |
|---|-----------------------------|------------------------------|
| Less Than \$500 | 1,589 | 5. 8% |
| \$500 - 999 | 3,289 | 12. 0% |
| \$1,000 - \$1,499 | 11,299 | 41. 1% |
| \$1,500 - \$1,999 | 7,766 | 28. 3% |
| \$2,000 or more | 3,537 | 12. 9% |
| Total | 27,480 | 100. 0% |
| Data Source: 2007-2011 ACS | | |
| Data Comment: Totals May Not Add Up to 100% Due to Rounding | | |

⁵¹ National Low Income Housing Coalition, "Out of Reach." 2014. <http://nlihc.org/sites/default/files/oor/2014OOR.pdf>

⁵² "Apartment rents skyrocket in second quarter, putting Silicon Valley at record highs" by Nathan Donato-Weinstein, *Silicon Valley Business Journal*, July 15, 2014.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 44 - Housing Affordability in Sunnyvale, 2007-2011

| % Units Affordable to Households Earning: | Renter Households | Owner Households |
|---|-------------------|------------------|
| 30% AMI | 970 | No Data |
| 50% AMI | 2,235 | 1,100 |
| 80% AMI | 6,685 | 1,815 |
| 100% AMI (Median) | No Data | 2,350 |
| Total | 9,890 | 5,265 |
| Data Source: 2007-2011 CHAS | | |

Table 45 – HUD Rent Limits and Actual Rents, Sunnyvale, 2014

| Monthly Rent (\$) | Studio | 1 Bedroom | 2 Bedroom | 3 Bedroom | 4 Bedroom |
|---|--------|-----------|-----------|-----------|-----------|
| Average Market Rate Apartment Rent, Q4 2013 | 1,481 | 1,950 | 2,550 | 3,092 | No Data |
| HUD “Fair Market Rent” (FMR) | 1,213 | 1,419 | 1,809 | 2,551 | 2,892 |
| “High” HOME Rent | 1,105 | 1,199 | 1,441 | 1,656 | 1,828 |
| “Low” HOME Rent | 918 | 984 | 1,181 | 1,365 | 1,522 |
| Data Sources: Market-rate rents: RealFacts Sunnyvale Market Report Dec. 2013; HUD (2014 HOME Rents); HACSC (2014 FMR for Santa Clara County) | | | | | |

Table 46 – Sunnyvale Household Income Levels by Tenure, 2007-2011

| Household Income Level | Owner Households | Renter Households | Total |
|---|------------------|-------------------|---------------|
| ELI: 0% - 30% AMI | 1,700 | 3,855 | 5,555 |
| VLI: 30% - 50% AMI | 2,140 | 2,990 | 5,130 |
| LI: 50% - 80% AMI | 2,080 | 2,610 | 4,690 |
| Median: 80% - 100% AMI | 1,805 | 2,385 | 4,190 |
| Above Median: >100% AMI | 17,945 | 15,640 | 33,585 |
| Total | 25,675 | 27,480 | 53,155 |
| Data Source: 2007-2011 CHAS | | | |
| Data Comment: CHAS data use two income levels not typically used by the City, which are labeled here as “Median” (80% - 100% AMI) and “Above Median” (greater than 100% AMI). The City, like most jurisdictions in CA, in most of its local documents uses slightly different levels known as “Moderate (80% - 120% AMI) and “Above Moderate” (greater than 120% AMI), however CHAS data is not provided for these levels. | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 47 – Unit Affordability Compared to Household Income Levels, 2007-2011

| Affordability Level | Total Units Available (Rental and Ownership) | Total Households | Difference |
|---|---|------------------|---------------|
| 30% AMI | 970 | 5,555 | -4,585 |
| 50% AMI | 3,335 | 5,130 | -1,795 |
| 80% AMI | 8,500 | 4,690 | 3,810 |
| Total | 12,805 | 15,375 | -2,570 |
| Data Source: 2007-2011 CHAS. Note that “household income” as defined by the Census does not take into account home equity or any kind of assets, such as investments or savings, it only includes actual income realized in a given year, such as wages, benefits, pensions, earnings from investments, etc. Some of the homeowners may be retired with significant assets in the form of home equity, savings, or investments, and still be counted in any of the lower-income groups because their annual incomes are low. This can result in some degree of over-estimating the needs of these households related to affordability of homeowner units. | | | |

Is there sufficient housing for all income levels?

The level of need or demand for affordable housing far exceeds the current availability of affordable housing in the City, as well as in the County and throughout the Bay Area. As shown in **Tables 46 and 47**, between 2007 and 2011, there were approximately 3,855 ELI renter households in the City, but only 970 rental units had rents affordable to ELI households. That means nearly 2,900 renter households were paying more than they could afford to in rent, by HUD standards. Rents have increased significantly since that time period, as shown in Tables 42 and 45, so the CHAS data do not provide the most current picture of the level of need. Currently several challenges face local renters, particularly in the LI groups, but even some moderate-income renters in Sunnyvale. One of these challenges is that many are facing steep and/or recurring rent increases that they cannot afford, and if forced to move, some are not able to find available rental units in the City that they can afford.

The other major challenge is that many jobs are available locally, but they do not pay enough for those workers (who in many cases do not yet live in the City and thus are not represented in the CHAS data above) to rent local housing units at prevailing market rents. A large portion of these jobs pay incomes in the ELI and VLI ranges, whereas market rents are typically affordable to moderate or above-moderate income households.⁵³ Although the City has a significant number of affordable units, most of the properties are fully occupied, have infrequent vacancies, and long waiting lists, and the HACSC’s Section 8 waiting list has been closed for nearly ten years.

Another challenge is that area home prices are extremely high, due to pressures from international and domestic investors and very high-income buyers, both of which often buy homes entirely with cash, often offering much more than the asking price to ensure their bids will be selected. This means that many middle-income households, who would otherwise buy rather than rent in most parts of the country, cannot buy here and therefore they remain in rental units, driving up the level of demand for available rental units beyond what it has been historically in the area.

How is affordability of housing likely to change considering changes to home values and/or rents?

Overall, the incomes of most households not involved in the high-tech sector are not keeping pace with the rising housing costs. **Table 43** shows the median home value and contract rent for

⁵³ “Housing Mitigation Nexus and Fee Study” prepared by EPS, Inc., Sept. 2014, available at LinkageFee.inSunnyvale.com

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

housing units in the City. This data demonstrate that, between 2005 and 2014, there has been a 54 percent increase in median home prices, and a 46 percent increase in average rent, while household incomes have not risen at the same rate. Multiple 2014 studies have indicated Silicon Valley is currently the most expensive housing market in the County.^{54 55 56}

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The HOME and Fair Market Rent (FMR) limits are considerably lower than the prevailing market rents in the City and the County for all unit sizes, as shown on Table 45. HOME rents are not terribly relevant at this point in time as a strategy matter, because the City's annual HOME grant is only enough to assist about one affordable unit at a time. Because the HOME statutes prohibit the City from accumulating its HOME grants over multiple years until enough is available to assist a reasonably-sized project, HOME funds are not going to be a significant funding source for new unit development in the future.

Instead, the City primarily uses local housing funds to assist in new construction of affordable units. In that case, the unit rent limits are typically set by the tax credit limits established by the State of California, since most of the City-assisted projects are funded primarily by tax credits. Those rent limits are typically set at a range from 15% of AMI to 60% of AMI to address the range of income levels of local households in need.

The fact that the local FMR is much lower than local prevailing market rents has made it more difficult for many Section 8 voucher holders and TBRA recipients to obtain housing with their vouchers. For this reason, many local agencies, including the City, have written to HUD in recent years requesting that the FMR be increased to more closely match local market rate rents.

Discussion

Please see above.

⁵⁴ Silicon Valley Business Journal. "When the Median Home Price is \$4.6 million: Silicon Valley Claims 3 of Nation's 10 most Expensive Housing Markets." <http://www.bizjournals.com/sanjose/news/2014/07/07/when-the-median-home-price-is-4-6-million-silicon.html>

⁵⁵ Forbes. "Silicon Valley Dominates 2013 List of America's Most Expensive ZIP Codes." <http://www.forbes.com/sites/morganbrennan/2013/10/16/silicon-valley-tech-enclaves-top-our-list-of-americas-most-expensive-zip-codes/>

⁵⁶ Huffington Post. "10 Most Affordable Housing Markets in America." http://www.huffingtonpost.com/2014/11/15/most-affordable-homes-in-the-us_n_6147890.html

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

MA-20 Housing Market Analysis: Condition of Housing – 91. 210(a)

Introduction

HUD defines housing “conditions” is similar to the definition of housing problems previously discussed in the Needs Assessment. These conditions are:

1. More than one person per room
2. Cost burden greater than 30 percent
3. Lack of complete plumbing
4. Lack of complete kitchen facilities

Definitions

The City defines substandard housing as “residential dwellings that, because of their physical condition, do not provide safe and sanitary housing.”⁵⁷ Standard condition housing is defined as being in compliance and providing safe and sanitary housing.

Table 48 - Condition of Units (City)

| Condition of Units | Owner-Occupied | | Renter-Occupied | |
|--|----------------|-------------|-----------------|-------------|
| | Number | % | Number | % |
| With One Selected Condition | 8,611 | 34% | 8,676 | 32% |
| With Two Selected Conditions | 258 | 1% | 1,387 | 5% |
| With Three Selected Conditions | 0 | 0% | 192 | 1% |
| With Four Selected Conditions | 0 | 0% | 0 | 0% |
| No Selected Conditions | 16,806 | 65% | 17,225 | 63% |
| Total | 25,675 | 100% | 27,480 | 101% |
| Data Source: 2007-2011 ACS | | | | |
| Data Source Comment: Totals may not add to 100% due to rounding. | | | | |

Table 49 - Year Unit Built (City)

| Year Unit Built | Owner-Occupied | | Renter-Occupied | |
|---|----------------|-------------|-----------------|-------------|
| | Number | % | Number | % |
| 2000 or Later | 2,080 | 8% | 1,459 | 5% |
| 1980-1999 | 3,888 | 15% | 8,387 | 31% |
| 1950-1979 | 17,944 | 70% | 16,233 | 59% |
| Before 1950 | 1,763 | 7% | 1,401 | 5% |
| Total | 25,675 | 100% | 27,480 | 100% |
| Data Source: 2007-2011 CHAS | | | | |
| Data Source Comment: Total may not add up to 100% due to rounding | | | | |

⁵⁷ City of Sunnyvale. “2015-2023 Housing Element.” May 2014.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 50 - Risk of Lead-Based Paint (City)

| Risk of Lead-Based Paint Hazard | Owner-Occupied | | Renter-Occupied | |
|---|----------------|-----|-----------------|-----|
| | Number | % | Number | % |
| Total Number of Units Built Before 1980 | 19,707 | 77% | 17,634 | 64% |
| Housing Units Built Before 1980 with Children Present | 1,150 | 4% | 2,025 | 7% |

Data Source: 2007-2011 ACS (Total Units) 2007-2011 CHAS (Units with Children present)

Data Source Comment: Totals may not add to 100% due to rounding.

Table 51 - Vacant Units (City)

| | Suitable for Rehabilitation | Not Suitable for Rehabilitation | Total |
|--------------------------|-----------------------------|---------------------------------|-------|
| Vacant Units | | - | - |
| Abandoned Vacant Units | 0 | - | - |
| REO Properties | 0 | - | - |
| Abandoned REO Properties | 0 | - | - |

Need for Owner and Rental Rehabilitation

As shown in Table 50, 77% of the City's housing stock was built before 1980, and thus is more than thirty-five years old. Many of the units have already been substantially rehabilitated or renovated by their owners, particularly market-rate rental housing and many single family homes. A small percentage of these units may still require rehabilitation. The City has offered a "Home Improvement Program" for many years to assist lower-income home owners to rehabilitate their homes, make energy-efficiency improvements, conduct lead-based paint testing and abatement if needed and exterior painting, and/or make accessibility improvements. The program offers loans for major rehabilitation and grants for minor improvements in the range of \$2,500 to \$6,500 total cost. The loans offered by the program have not been in very high demand among single-family homeowners in recent years, because many homeowners are not lower-income, and those that are may be able to use home equity or other family resources to make repairs, particularly with the historically low interest rates available, which are competitive with the program's 3% interest rate. However, the program is available for those who need it. Most of the applicants for the loan program are mobile home owners, who do not have as many refinancing options as single-family home owners, and on average tend to have lower incomes than single-family home owners.

The City has also offered low-interest rehabilitation loans to affordable rental housing providers for many years, and has already provided rehabilitation assistance to most of the older affordable housing properties in the City. However, several older affordable properties have not yet been rehabilitated and/or will require rehabilitation in the next 5-10 years as the properties age, so the City plans to continue offering this type of assistance through its housing programs for the foreseeable future. Market-rate rental property owners may also apply for the City's rental rehabilitation loan program, although they tend to have concerns about the associated rent restrictions and related requirements of the CDBG or HOME programs. Many older rental properties in the City have already been renovated and most are in relatively good condition. Current prevailing rents allow property owners sufficient financing options to rehabilitate their properties using commercially available loans or other resources available to the owner.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Building age is used to estimate the number of homes with lead-based paint (LBP), as LBP was prohibited on residential units after 1978. For the purposes of this plan, units built before 1980 are used as a baseline for units that contain LBP. Almost three-quarters of all units (70 percent

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

or 39,239 units) were built before 1980 and provide potential exposure to LBP, however most of these units have been well-maintained and repainted many times since their initial construction dates, and the presence of hazards due to LBP, such as peeling paint, appears to be low due to the relatively low reported incidence of child LBP poisoning within the City.

Discussion

The City requires all dwelling units being assisted through the Home Improvement Program and/or rental rehabilitation program, which are typically occupied by lower-income households, to be tested for lead paint as required by the CDBG and HOME regulations, however it is somewhat rare that these units test positive for LBP hazards, because of ongoing maintenance efforts and lack of peeling paint. When any units test positive for LBP, the LBP hazards are addressed through appropriate measures as required under state and federal law as part of the rehabilitation project.

Sunnyvale has for many years had a relatively low incidence of child lead poisoning due to LBP. Between 1992 and 2001, the number of cases of reported child lead poisoning investigated by the County Environmental Health Department was in the range of 13 to 27 cases (exact figures not provided). This may be in part because a large portion of the housing built before 1978 in the City was built during the 1960-1978 period. For homes built during this period, the incidence of LBP is only 24 percent, while it is much higher for homes built before 1960.⁵⁸ The City does not have data specifically on what percentage of the homes with LBP hazards are occupied by lower-income households, it is likely that most homes with actual LBP hazards (peeling paint, etc.), as opposed to those homes with just the potential for LBP hazards (pre-1980 homes), are probably occupied by lower-income households. The County Environmental Health Department provides a number of programs to identify LBP hazards, test children for LBP poisoning, and mitigate hazards, consistent with state and federal laws that require such mitigation.

⁵⁸ http://www.unidocs.org/documents/Lead_Presentation_Fire_Chiefs_2008-09-09.pdf

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

MA-25 Public and Assisted Housing – 91. 210(b)

Introduction

As was discussed in the Needs Assessment, there is no public housing within the City. There are 1,372 assisted rental units within the City as of December 2014, with approximately 177 new assisted rental units currently in various stages of development. The assisted units located within the City are in relatively good to near-new condition, and some are currently undergoing rehabilitation with assistance from the City. The local affordable housing providers have an excellent track record of providing very good property maintenance and property management services, as well as an array of additional services and amenities for their residents. These providers coordinate with the City as well as the County Housing Authority (HACSC) on many mutual efforts, and a number of the properties include project-based vouchers (PBVs) provided by the HACSC, or rent to tenants with portable Section 8 vouchers. The information below describes public and assisted housing managed by the HACSC, most of which is located outside of Sunnyvale.

HACSC assists approximately 17,000 Santa Clara county households through Section 8. The Section 8 waiting list contains 21,256 households, which translates to an estimated 10-year wait. HACSC also develops, controls, and manages more than 2,600 affordable rental housing properties throughout the County. HACSC's programs are available only to LI households, and more than 80 percent of their clients are extremely low income families, seniors, veterans, persons with disabilities, and formerly homeless individuals.⁵⁹

In 2008 HACSC entered into a ten-year agreement with HUD to become a Moving to Work (MTW) agency. The MTW program is a federal demonstration program that allows greater flexibility to design and implement more innovative approaches for providing housing assistance.⁶⁰ Additionally, HACSC has used Low Income Housing Tax Credit financing to transform and rehabilitate 535 units of public housing into HACSC-controlled properties. The agency is an active developer of affordable housing and has either constructed, rehabilitated, or assisted with the development of more than 30 housing developments that service a variety of households, including special needs households.⁶¹

The tables below display the public housing inventory and housing vouchers maintained by HACSC. HACSC has four “family” public housing units in its portfolio, which are located in the City of Santa Clara. Approximately 16,387 housing vouchers are in use county-wide.

Specific HACSC data on the number of units or vouchers in use is only available for the City of San Jose (through the Housing Authority of the City of San Jose, administered by HACSC) and the County as a whole.

⁵⁹ Housing Authority of the County of Santa Clara. “Welcome to HACSC.” <http://www.hacsc.org/>

⁶⁰ HACSC. “Moving to Work (MTW) 2014 Annual Report.” September 2014.

⁶¹ Housing Authority of the County of Santa Clara. “Welcome to HACSC.” <http://www.hacsc.org/>

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 52 - Total Number of Units by Program Type (County)

| Program Type | | | | | | | | | |
|----------------------------------|------------------|---------------|-------------------|--------------------|--------------------|------------------|-------------------------|----------------------------------|---------------|
| Number of | Certi- ficate | Mod- Rehab | Public Housing | Vouchers | | | | | |
| | | | | Total | Project - based | Tenant -based | Special Purpose Voucher | | |
| | | | | | | | VASH | Family Unification Program | Disabled * |
| Units / Vouchers Available | 0 | 42 | 0 | 10,931 | 666 | 9,362 | 740 | 100 | 63 |
| Accessible Units | - | - | - | Data not available | | | | | |

* Includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: HACSC

Data Source Comment: HACSC does not collect data on whether or not households use a voucher for an accessible unit.

Describe the supply of public housing developments.

There are no public housing developments located in Sunnyvale, however there are many subsidized affordable housing properties in the City with a combined total of 1,372 units, developed through other state, federal, and/or local funding programs. Some of these properties include project-based voucher units, and many of these units are occupied by tenants with tenant-based Section 8 vouchers.

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

There are no public housing units in the City. The subsidized affordable units within the City are all in fair to excellent condition. Many have been rehabilitated recently with City assistance. The owners of the few remaining affordable projects that have not been rehabilitated yet are aware that the City offers financing for this purpose and have been encouraged to apply. Several have indicated that they planning to apply in the next several years.

Public Housing Condition

Table 53– Public Housing Condition

| Public Housing Development | Average Inspection Score |
|----------------------------|--------------------------|
| N/A | N/A |

Describe the restoration and revitalization needs of public housing units in the jurisdiction.

Not applicable.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing.

As mentioned above, HACSC has been a Moving to Work agency since 2008. In this time, the agency has developed 31 MTW activities. The vast majority of their successful initiatives have been aimed at reducing administrative inefficiencies, which in turn opens up more resources for programs serving LI families.⁶² The following is excerpted from HACSC's August 2014 Board of Commissioner's report:

⁶² HACSC. "Moving to Work (MTW) 2014 Annual Report." September 2014.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

"HACSC's Family Self Sufficiency (FSS) Program is designed to provide assistance to current HACSC Section 8 families to achieve self-sufficiency. When a family enrolls in the five-year program, HPD's FSS Coordinator and LIFESteps service provider helps the family develop self-sufficiency goals and a training plan, and coordinates access to job training and other services, including childcare and transportation. Program participants are required to seek and maintain employment or attend school or job training. As participants increase their earned income and pay a larger share of the rent, HACSC holds the amount of the tenant's rent increases in an escrow account, which is then awarded to participants who successfully complete the program. HACSC is currently in the initial stages of creating a pilot successor program to FSS under the auspices of its MTW flexibility called Focus Forward."⁶³

Every year, HACSC provides a report to HUD on the previous year's activities in its FSS program. The following table represents a summary of what was reported to HUD for the County's and the City of San Jose's FSS programs.

Table 54 - HACSC Family Self Sufficiency Report (County)

| CY2013 Family Self Sufficiency Report | |
|---|-----------|
| How many households were actively case-managed? | 266 |
| How many individuals received services? | 266 |
| How many households successfully completed their Contract of Participation? | 28 |
| What is the cost per family to coordinate services? | \$1,899 |
| How many FSS households increased their income? | 80 |
| What was the average dollar increase in annual household income? | \$12,431 |
| How many households experienced a reduction in cash welfare assistance? | 19 |
| How many households ceased receiving cash welfare assistance as a result of increased household income? | 11 |
| How many new FSS escrow accounts were established with positive balances? | 22 |
| What was the total value of FSS escrow accounts disbursed to graduating households? | \$300,190 |
| How many households were able to move to non-subsidized housing? | 5 |

Data HACSC Board Report August 2013

Source:

Discussion

The data provided above reflects FSS participant households throughout the County. The HACSC did not provide comparable data for participating households by jurisdiction where they reside, so the number of Sunnyvale households participating in FSS is not available.

⁶³ HACSC. "Housing Programs Department (HPD) Monthly Board Report." August 2014.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

MA-30 Homeless Facilities and Services – 91. 210(c)

Introduction

Various organizations within the County provide housing facilities and services for the homeless, including Abode Services, Bill Wilson Center, Catholic Charities of Santa Clara County, Community Solutions, Downtown Streets Team, HomeFirst, InnVision Shelter Network, Momentum for Mental Health, Sunnyvale Community Services, and others. Housing facilities for homeless individuals and families include emergency shelters, transitional housing, permanent supportive housing, and safe havens. Housing services available include outreach and engagement, housing location assistance, medical services, employment assistance, substance abuse recovery, legal aid, mental health care, veteran services, public assistance benefits and referrals, family crisis shelters and childcare, domestic violence support, storage of personal goods, and personal care/hygiene services.

Table 55 - Facilities and Housing Targeted to Homeless Households (County)

| | Emergency Shelter Beds | | Transitional Housing Beds | Permanent Supportive Housing Beds | |
|--|---------------------------------|------------------------------------|---------------------------|-----------------------------------|-------------------|
| | Year Round Beds (Current & New) | Voucher / Seasonal / Overflow Beds | Current & New | Current & New | Under Development |
| Households with Adult(s) and Child(ren) | 257 | 70 | 619 | 1,602 | 6 |
| Households with Only Adults | 314 | 271 | 522 | 2,081 | 309 |
| Chronically Homeless Households | 0 | 0 | 0 | 979 | 310 |
| Veterans | 30 | 0 | 152 | 809 | 0 |
| Unaccompanied Youth | 22 | 0 | 0 | 0 | 0 |
| Data Source: HMIS Santa Clara County | | | | | |
| Data Source Comment: List includes DV Shelters. Numbers are duplicated for Unaccompanied Youth and Unaccompanied Children. Data includes entire continuum capacity and is aggregate for the County. | | | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons.

Regional programs that highlight and demonstrate mainstream service connections for the homeless population include:⁶⁴

- The Valley Homeless Healthcare Program (VHHP) is part of the Santa Clara Valley Health and Hospital system and provides a variety of services for homeless people, including primary care, urgent care, and backpack medicine for people in encampments, medically focused outreach, and connection to an SSI advocate through the County's Social Services Agency. VHHP also connects people to the public behavioral health system and connects people with or enrolls people in Affordable Care Act benefits. VHHP also manages a Medical Respite program for homeless who are being discharged from hospitalizations, including from the County hospital. Several local agencies have been coordinating with VHHP on local outreach and assistance efforts, including Sunnyvale Community Services and Downtown Streets Team, among others.
- The Social Services Agency has an expedited review process for SNAP (food stamps) applications for homeless people such that they can be approved for benefits within three days.
- The Social Services Agency and the Workforce Investment Board (work2future) in San Jose are piloting an employment program for recipients of General Assistance who are homeless.
- The Department of Behavioral Health Services (DBHS) has several programs that connect homeless people to housing or shelter assistance, as well as several programs in which homeless people are connected to DBHS for treatment.
- The DBHS and the Office of Reentry Services, as well as Social Services and VHHP, have partnered on services through the County's Reentry Resource Center (RRC) to provide services to people who have a history of incarceration, including those who were recently released and who are homeless. Through the RRC, clients can get expedited connections/referrals to treatment services, housing, and other mainstream benefits.
- Sunnyvale Community Services (SCS) offers homeless and other eligible clients assistance in applying for SNAP (food stamps, also known as CalFresh) and/or social security benefits, as well as assistance with health. County representatives from these programs visit the SCS offices in Sunnyvale once a week to expedite these applications.
- The County Mental Health Department is dedicating a significant portion of its State Mental Health Services Act (MHSA) funds to housing. Since 2007, \$21 million has been dedicated to housing in the form of construction assistance or operational subsidies. This investment will result in at least 150 new housing units for mentally ill households who are homeless, chronically homeless or at risk of homelessness (depending on the housing project). Of these units, 109 units are currently occupied, five are under construction and 36 are in the planning stages. Twenty-one of the MHSA units under construction are located in Sunnyvale, in the Parkside Studios and Onizuka Crossings projects, and 18 of the occupied MHSA units are in Sunnyvale, in the Fair Oaks Senior Housing project.

⁶⁴ County of Santa Clara Office of Supportive Housing

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

- The County's Office of Supportive Housing's (OSH) mission is to increase the supply of housing and supportive housing that is affordable and available to extremely low income and/or special needs households. OSH supports the County's mission of promoting a healthy, safe, and prosperous community by ending and preventing homelessness. The City's Housing Division coordinates with OSH on a number of efforts in Sunnyvale, including the Sunnyvale TBRA program, development of MHSA units, the north county Winter Shelter Program, and efforts to add new permanent supportive housing and/or other facilities serving the homeless to the county-wide supply, particularly in the north county area.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

The following is a list of facilities that provide a total of 6,320 beds (358 beds are under development) for homeless individuals and families in the County. The number of beds provided to Target Populations of individuals and families is:⁶⁵

- Households with children (HC): 1,124
- Single females (SF): 85
- Single females and households with children (SFHC): 304
- Single males (SM): 346
- Single males and females (SMF): 1,052
- Single males and females and households with children (SMF+HC): 3,031
- Unaccompanied youth males and females (YMF): 20
- Domestic violence (DV): 50
- HIV/AIDs program (HIV): 167

⁶⁵ Santa Clara County Continuum of Care. "2014 SCC Housing Inventory Chart."
<http://www.sccgov.org/sites/oah/Pages/Office-of-Affordable-Housing.aspx>

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 56 - Homeless Housing Inventory Chart (County)

| Organization Name | Project Name | Target Pop. | Total Beds |
|---|---|-------------|------------|
| Abode Services | Abode Place-Based Rapid Re-Housing Program | SMF+HC | 100 |
| | Encampments | SMF+HC | 20 |
| | SCC Rental Assistance Program | SMF+HC | 90 |
| | SCC Rental Assistance Program | SMF+HC | 70 |
| | SJ Mental Health TH | SMF+HC | 24 |
| | SJ Mental Health TH | SMF+HC | 13 |
| | St. James Park (Dept. of Drug & Alcohol Services) | SMF+HC | 21 |
| | Sunnyvale TBRA | SMF+HC | 9 |
| | Sunnyvale TBRA | SMF+HC | 30 |
| | Sunset Leasing | SMF+HC | 21 |
| Asian Americans for Community Involvement | Asian Women's Home | SFHC | 14 |
| Bill Wilson Center | 8th Street/Keyes (formerly Leigh) | SMF | 4 |
| | Bill Wilson RRH | SMF+HC | 44 |
| | High Glen (formerly Villa Street) | HC | 9 |
| | Jackson St. | HC | 17 |
| | Lafayette Street | SMF | 6 |
| | Norman Drive (North County) | HC | 11 |
| | Peacock Commons | SMF+HC | 34 |
| | Peacock Commons LI | SMF+HC | 11 |
| | Peacock Commons MHSA | SMF+HC | 11 |
| | Rockefeller Drive (North County) | SMF | 8 |
| | Runaway and Homeless Youth Shelter | YMF | 20 |
| | Via Anacapa | HC | 8 |
| Catholic Charities of Santa Clara County | Family Housing | HC | 56 |
| | Navigator Project | SMF | 29 |
| | New Directions | SMF | 25 |
| | New Directions Expansion - Medical Respite | SMF | 22 |
| Charities Housing | San Antonio Place and Scattered Sites | SMF | 10 |
| City Team Ministries | City Team Rescue Mission | SM | 48 |
| | Heritage Home | SF | 23 |
| | House of Grace | SF | 30 |
| | Men's Recovery/Discipleship | SM | 56 |
| | Rescue Mission TH | SM | 11 |
| Community Solutions | El Invierno TH Gilroy | SM | 12 |
| | Glenview Dr. | SM | 6 |
| | La Isla Pacifica | HC DV | 14 |
| | Maria Way | SM | 6 |
| | Walnut Lane | SM | 6 |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Organization Name | Project Name | Target Pop. | Total Beds |
|--|--|-------------|------------|
| Community Working Group/Housing Authority | Opportunity Center - HUD | SMF | 6 |
| | Opportunity Center - NON-HUD | SMF+HC | 82 |
| Downtown Streets Team | Workforce Supportive Housing Program | SMF | 9 |
| Family Supportive Housing | Glen Art - Transitional Housing Program #1 | HC | 21 |
| | San Jose Family Shelter | HC | 123 |
| | Transitional Housing Program #2 | HC | 23 |
| | Transitional Housing Program #3 | HC | 13 |
| | Transitional Housing Program #4 | HC | 8 |
| Goodwill Institute for Career Development | Goodwill SSVF | SMF+HC | 30 |
| HomeFirst (formerly EHC Lifebuilders) | Boccardo FLC San Martin 2 year Transitional Program | HC | 63 |
| | Boccardo FLC San Martin Family Wellness Court Units | HC | 15 |
| | Boccardo FLC San Martin Farmworkers Housing | HC | 0 |
| | Boccardo FLC San Martin Short Term Transitional | HC | 48 |
| | BRC Nightly Shelter | SMF | 167 |
| | BRC Supportive Transitional Housing (Mental Health) | SMF | 18 |
| | EHC Lifebuilders - SSVF | SMF+HC | 20 |
| | GPD BRC Veterans Per Diem | SMF | 20 |
| | Housing 1000 Care Coordination Project | SMF | 14 |
| | Housing for Homeless Addicted to Alcohol | SMF | 42 |
| | Nightly CWSP Gilroy | SMF+HC | 101 |
| | Nightly CWSP Sunnyvale | SMF | 125 |
| | Scattered Site TH Program #1 | HC | 45 |
| | Scattered Site TH Program #2 | HC | 15 |
| | Sobrato Family Living Center ELI | HC | 40 |
| | Sobrato Family Living Center PSH | HC | 32 |
| | Sobrato Family Living Center VLI | HC | 99 |
| | Sobrato House Youth Shelter | SMF | 10 |
| Homeless Veterans Emergency Housing Facility | HVEHF - Aging | SMF | 71 |
| | HVEHF - Men's | SM | 38 |
| | HVEHF - Women's | SF | 11 |
| Housing Authority of the County of Santa Clara | CHDR 2010 (formerly known as Section 8 Vouchers - Housing First) | SMF+HC | 267 |
| | CHDR 2013 | SMF | 75 |
| | CHDR 2013 | SMF | 25 |
| Housing Authority of the County of Santa Clara | King's Crossing | SMF+HC | 59 |
| Housing Authority of the County of Santa Clara | Section 8 Voucher - MTW | SMF+HC | 750 |
| | Shelter Plus Care 5022 | SMF+HC | 409 |
| | Shelter Plus Care 5320 | SMF | 24 |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Organization Name | Project Name | Target Pop. | Total Beds |
|--|--|-------------|------------|
| | Tully Gardens | SMF | 10 |
| | VASH - HUD-VASH | SMF+HC | 809 |
| InnVision (with Community Services Agency) | Graduate House | SMF | 5 |
| InnVision Shelter Network | Alexander House | SF | 6 |
| | Commercial Street Inn | SFHC | 51 |
| | CSI Cold Weather Inn | HC | 3 |
| | Highlander Terrace (formerly known as North Santa Clara County Permanent Housing for Families) | HC | 23 |
| | Hotel de Zink | SMF | 15 |
| | InnVision Villa | SFHC | 54 |
| | JSI 24-Hour Care | SMF | 12 |
| | JSI Cold Weather Inn | SMF | 5 |
| | JSI DADS | SMF | 8 |
| | JSI DADS/AB 109 THU | SMF | 2 |
| | JSI Full Service Provider (FSP) | SMF | 8 |
| | JSI Mental Health | SMF | 21 |
| | Julian Street Inn | SMF | 10 |
| | MSI AB 109/DADS THU | SM | 4 |
| | MSI Cold Weather Inn | SF | 5 |
| | MSI Emergency Shelter | SM | 46 |
| | MSI HUD THU | SM | 10 |
| | MSI THU AB 109 | SM | 5 |
| | MSI Transitional Housing Unit | SM | 8 |
| | MSI VA PD THU Beds | SM | 12 |
| | North County Inns | SMF | 18 |
| | Rolison Inns (formerly known as North Santa Clara County Supportive Housing Coalition) | SMF | 8 |
| | Safe Haven Permanent Housing for Women (Hester Project) | SF | 10 |
| | Samaritan Inns | SMF+HC | 25 |
| | Stevens House | SMF | 7 |
| | Sunset Square | HC | 39 |
| InnVision Shelter Network/Next Door Solutions to Domestic Violence | Home Safe San Jose | SFHC DV | 70 |
| | Home Safe Santa Clara | SFHC DV | 72 |
| Next Door Solutions to Domestic Violence | Residential Emergency Shelter | SFHC DV | 20 |
| Salvation Army | Emmanuel House (Overnighter) | SM | 22 |
| Salvation Army | Hospitality House-Working Man's Program | SM | 50 |
| | Volunteer Recovery | SM | 6 |
| Santa Clara County Mental Health Department | AB 109 | SMF | 30 |
| | Abode - Rental Assistance Project (RAP) #1 | SMF | 55 |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Organization Name | Project Name | Target Pop. | Total Beds |
|-------------------------------------|--|-------------|--------------|
| | Abode - Rental Assistance Project (RAP) #2 | SMF | 8 |
| | Community Reintegration - Central County | SMF | 10 |
| | Community Reintegration - North County | SMF | 10 |
| | Community Reintegration - South County | SMF | 10 |
| | CSJ and MHD/CC - TBRA | SMF+HC | 13 |
| | CSJ and MHD/MMH - TBRA | SMF+HC | 2 |
| | Custody Health High Users | SMF | 15 |
| | Mental Health Permanent Supportive Housing Project | SMF | 20 |
| | MHSA 4th Street Apartments | SMF | 6 |
| | MHSA Archer Street Apartments | SMF | 6 |
| | MHSA Armory Family Housing | SMF | 10 |
| | MHSA Bella Terra Senior Apartments | SMF | 5 |
| | MHSA Belovida Santa Clara | SMF | 3 |
| | MHSA Curtner Studio | SMF | 27 |
| | MHSA Donner Lofts | SMF | 15 |
| | MHSA Fair Oak Plaza | SMF | 18 |
| | MHSA Ford and Monterey Family Apartments | SMF | 5 |
| | MHSA Gilroy Sobrato Apartments | SMF | 17 |
| | MHSA King's Crossing | SMF+HC | 10 |
| | MHSA Parkside Studio | SMF | 11 |
| | MHSA Paseo Senter I (1896 Senter) | SMF+HC | 17 |
| | MHSA Paseo Senter II (1900 Senter Rd.) | SMF | 5 |
| | Pay For Success | SMF | 120 |
| | Scattered Site Rental Assistance | SMF | 14 |
| South County Housing | Royal Court Apartments | SMF+HC | 34 |
| | Sobrato Gilroy Permanent Housing | HC | 52 |
| | Sobrato Transitional (HUD) | HC | 61 |
| | Sobrato Transitional (non-HUD) | HC | 83 |
| St. Joseph's Family Center | Gilroy Place | SMF | 12 |
| | Gilroy Sobrato Apartments - HUD | SMF | 8 |
| St. Joseph's Family Center | Our New Place | HC DV | 36 |
| The Health Trust | Housing for Health Program | HC HIV | 167 |
| Valley Homeless Health Care Program | Valley Health Medical Respite Center | SMF | 18 |
| West Valley Community Services | Transitional Housing Program | SMF+HC | 18 |
| YWCA of Silicon Valley | Support Network for Battered Women | SFHC DV | 23 |
| Total | | | 6,320 |
| Data Source: 2014 HIC | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

MA-35 Special Needs Facilities and Services – 91. 210(d)

Introduction

Table 57 - Licensed Community Care Facilities (City)

| Facility Type | Facilities | Beds |
|--|------------|------------|
| Adult Residential | 4 | 51 |
| Residential Care for the Elderly | 34 | 742 |
| Group Homes | - | - |
| Small Family Home | - | - |
| Social Rehabilitation | - | - |
| Total | 38 | 793 |
| Data Source: California Community Care Licensing Division, 2014 | | |

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

In Sunnyvale, as in most jurisdictions, many special needs households require supportive services to help them retain their housing. Many of the City's elderly live in standard rental or ownership housing, and local programs are available for providing services to help them age in place and remain in their homes for as long as possible, such as Meals on Wheels, the Senior Nutrition Program congregate meal program, food bank programs, and care coordination services through the local senior center. Other special needs groups include residents with developmental disabilities, those transitioning out of foster care or homelessness, and residents with mental health or other types of disabilities. There are 38 licensed community care facilities in the City, as well as five affordable group homes for special needs tenants listed on the City's At-Risk Inventory and various unlicensed small family homes.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

The City has a total of 793 licensed community care facility beds available for persons with health-related conditions. These include the following type of licensed care facilities:

- **Adult Residential Facility**
Adult Residential Facilities (ARF) are facilities of any capacity that provide 24-hour non-medical care for adults ages 18 through 59 who are unable to provide for their own daily needs. Adults may be physically handicapped, developmentally disabled, and/or mentally disabled. The City has four of these facilities. Combined, these four facilities provide 51 beds.
- **Residential Care Facilities for the Elderly**
Residential Care Facilities for the Elderly (RCFE) provide care, supervision and assistance with activities of daily living, such as bathing and grooming. They may also provide incidental medical services under special care plans. The City has 34 of these facilities, provide a total of 742 beds.

The facilities provide services to persons aged 60 years or older, and to persons younger than 60 years old with compatible needs. RCFEs may also be known as

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

assisted living facilities, retirement homes, and board and care homes. The facilities can range in size from fewer than six beds to over 100 beds. The residents in these facilities require varying levels of personal care and protective supervision.⁶⁶

In addition, there are five group homes in Sunnyvale that provide transitional or permanent supportive housing for youth aging out of foster care, clients with severe mental disabilities, and very low income seniors, as well as several small properties for clients with autism, and a 21-unit rental property for tenants with developmental disabilities. These properties provide supportive housing, but are not “licensed care facilities,” therefore they are not listed on Table 57. In addition, there are several supportive housing properties in the City that provide rental housing and some supportive services for seniors, residents with mental health disabilities, and/or chronically homeless residents, such as Life’s Garden, Fair Oaks Plaza, Eight Trees, Crescent Terrace, Plaza de las Flores, and two projects under construction: Parkside Studios and Onizuka Crossing. These properties are listed in Table 40.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

Actions planned for implementation next year include:

- 1) Providing human services grants to a variety of agencies that provide supportive services for special needs clients, including seniors, at-risk youth, lower-income families, people with disabilities, including mental and developmental disabilities, residents of long-term care facilities, and victims of domestic violence. For a complete list of the agencies awarded funding next year, please see the Year 1 Action Plan. This action relates to the one-year goal of addressing non-housing community development needs by funding public services for vulnerable and special needs clients.
- 2) Providing rehabilitation financing for the rehabilitation of Crescent Terrace, a 48-unit affordable rental property for lower-income seniors. This action relates to the one-year goal of supporting 48 units of affordable rental housing.
- 3) Providing funding for the Home Improvement Program, which provides small grants and loans for accessibility improvements, emergency repairs, and exterior painting. Most of the clients of this program are disabled and/or elderly and very low income. This action relates to the 1-year goal of improving 10 units. The program also provides rehabilitation loans from the Revolving Loan Fund.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

See above.

⁶⁶ Community Care Licensing Division. “Glossary.” <http://www.cclcd.ca.gov/res/html/glossary.htm>

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

MA-40 Barriers to Affordable Housing – 91. 210(e)

Describe any negative effects of public policies on affordable housing and residential investment.

In 2014, the City updated the Constraints Analysis of its Housing Element, as required under California Housing Element law (Government Code 65580), to analyze city policies and land use regulations to determine if they had any negative effects on development. The State determined, with its recent certification in January 2015 of the City's 2015-2023 Housing Element, that the City does not currently implement policies that create barriers to affordable housing. Additional detail is available in the City's Housing Element⁶⁷, which is provided in its entirety on the City's website and in the Library. In addition, the robust development climate, in which thousands of new dwelling units of various types and price points have been developed and additional units renovated in recent years, in most cases without any direct assistance from the City, provides concrete evidence that the City's policies do not unduly constrain residential development. In addition, the City has successfully assisted a number of affordable housing developments in recent years, which proves that City policies do not have negative effects on assisted housing production either.

In fact, a local newspaper recently reported that "Cities like Milpitas, Sunnyvale, Redwood City and Dublin have plenty to brag about. They at least build close to the number of housing units they needed to."⁶⁸ Non-governmental barriers, primarily market factors such as high land costs, construction costs, and high prevailing market prices for housing, as well as some community resistance in some cities, have been the primary challenges facing jurisdictions in the region, including Sunnyvale, in recent years, not public policies. These barriers are addressed, within the City's limited ability to address them, through the housing activities listed above and through the goals and policies listed in the Housing Element.

⁶⁷ <http://HousingElement.inSunnyvale.com>

⁶⁸ Cory Weinberg, San Francisco Business Times Reporter, "Did Your City Fail the Bay Area's Housing Supply Test? Probably" published on April 13, 2015 in the *Silicon Valley Business Journal*, online at: <http://www.bizjournals.com/sanjose/news/2015/04/14/bay-area-housing-supply-cities.html?page=all>

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

MA-45 Non-Housing Community Development Assets – 91. 215 (f)

Introduction

Strategies for developing an adequate housing supply often include analyzing a jurisdiction's job/housing balance, which is defined as the ratio of number of jobs to number of housing units in a given area. Another ratio used to analyze adequate supply is the ratio of jobs to employed residents, as some households have no workers, while others have multiple workers. There should not only be a sufficient amount of housing at a range of prices, but also a variety of housing types appropriate for a range of needs and in locations that allow for access to transportation and employment opportunities. If there is an imbalance of appropriate housing for the number of employees in an area, the result can be longer commutes and greater traffic congestion as employees must then commute to places of employment.

Jobs and housing are considered to be balanced when there are an equal number of employed residents and jobs within a given area, with a ratio of approximately 1.0. A more balanced jobs/housing ratio can ease traffic congestion and the burden it imposes on residents, businesses, and local infrastructure. Sunnyvale's current jobs/employed residents ratio is 1.0, as shown on Table 58. That burden is particularly evident in California. Researchers ranked four California metropolitan areas among the nation's ten most-congested areas in terms of time lost per year. They were: 1. Los Angeles/Long Beach/Santa Ana; 2. San Francisco/Oakland; and, tied for 8th: San Jose.⁶⁹ The table below shows the Job/Housing ratios for the jurisdictions in the County, as determined by ABAG in 2013.⁷⁰

Table 58 – Jobs / Employed Residents Ratio (County)

| Jurisdiction | Jobs/Employed Residents Ratio |
|---|--------------------------------------|
| Campbell | 1.3 |
| Cupertino | 1.0 |
| Los Gatos | 1.8 |
| Milpitas | 1.5 |
| Mountain View | 1.2 |
| Palo Alto | 2.9 |
| San Jose | 0.8 |
| Santa Clara | 1.9 |
| Sunnyvale | 1.0 |
| Santa Clara County | 1.1 |
| Data Source: ABAG Projections 2013 | |

The Bay Area region has taken a step to reduce the jobs/housing imbalance with the adoption of Plan Bay Area, the region's implementation of the Sustainable Communities Strategy required by SB 375 of 2008.⁷¹ Plan Bay Area focuses growth in urban areas near transit and employment. This strategy will allow for an increase in the housing supply that narrows the affordability gap. Higher density housing located near transit can be more affordable than detached more suburban-style housing. Lower housing costs and lower commuting costs can significantly reduce the overall cost of living for households.

⁶⁹ California Planning Roundtable. "Deconstructing Jobs-Housing Balance."

2008. http://www.cproundtable.org/media/uploads/pub_files/CPR-Jobs-Housing.pdf

⁷⁰ Association of Bay Area Governments. "Jobs/Housing Balance." http://www.abag.ca.gov/planning/housingneeds/notes/10-19-06_Agenda_Item_2_-_Jobs-Housing_Balance.pdf

⁷¹ California Environmental Protection Agency. "Sustainable Communities." <http://www.arb.ca.gov/cc/sb375/sb375.htm>

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 59 - Business Activity (City)

| Business by Sector | Number of Workers | Number of Jobs | Share of Workers % | Share of Jobs % | Jobs less workers % |
|---|---|----------------|--------------------|-----------------|---------------------|
| Agriculture, Mining, Oil & Gas Extraction | 431 | 42 | 1 | 0 | -1 |
| Arts, Entertainment, Accommodations | 5,132 | 4,487 | 9 | 6 | -3 |
| Construction | 1,425 | 1,056 | 2 | 1 | -1 |
| Education and Health Care Services | 7,464 | 5,065 | 13 | 6 | -6 |
| Finance, Insurance, and Real Estate | 2,833 | 1,693 | 5 | 2 | -3 |
| Information | 3,479 | 8,153 | 6 | 10 | 4 |
| Manufacturing | 11,183 | 25,147 | 19 | 32 | 13 |
| Other Services | 2,457 | 2,331 | 4 | 3 | -1 |
| Professional, Scientific, Management Services | 11,864 | 17,334 | 20 | 22 | 1 |
| Public Administration | 0 | 1 | 0 | 0 | 0 |
| Retail Trade | 4,731 | 5,019 | 8 | 6 | -2 |
| Transportation and Warehousing | 781 | 1,241 | 1 | 2 | 0 |
| Wholesale Trade | 2,668 | 4,239 | 5 | 5 | 1 |
| Total | 54,448 | 75,808 | -- | -- | -- |
| Data Source: | 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs) | | | | |
| Data Source Comment: | HUD data for Public Administration sector not available. | | | | |

Table 60 - Labor Force (City)

| Labor Force | |
|--|---------------|
| Total Population in the Civilian Labor Force | 77,998 |
| Civilian Employed Population 16 years and over | 72,004 |
| Unemployment Rate | 7.68% |
| Unemployment Rate for Ages 16-24 | 19.76% |
| Unemployment Rate for Ages 25-65 | 5.69% |
| Data Source: | 2007-2011 ACS |

Table 61 - Occupations by Sector (City)

| Occupations by Sector | Number of People |
|--|------------------|
| Management, Business and Financial | 31,479 |
| Farming, Fisheries and Forestry Occupations | 2,390 |
| Service | 4,628 |
| Sales and Office | 13,389 |
| Construction, Extraction, Maintenance and Repair | 3,661 |
| Production, Transportation and Material Moving | 2,919 |
| Data Source: | 2007-2011 ACS |

Table 62 - Travel Time (City)

| Travel Time | Number | Percentage |
|-----------------------------|--|-------------|
| < 30 Minutes | 50,707 | 75% |
| 30-59 Minutes | 13,314 | 20% |
| 60 or More Minutes | 3,244 | 5% |
| Total | 67,265 | 100% |
| Data Source: | 2007-2011 ACS | |
| Data Source Comment: | Totals may not add up to 100% due to rounding. | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 63 - Educational Attainment by Employment Status (City)

| Educational Attainment | In Labor Force | | Not in Labor Force |
|---|-------------------|------------|--------------------|
| | Civilian Employed | Unemployed | |
| Less than High School Graduate | 4,713 | 409 | 1,563 |
| High School Graduate (Includes Equivalency) | 6,311 | 805 | 2,036 |
| Some College or Associate's Degree | 12,752 | 1,353 | 2,775 |
| Bachelor's Degree or Higher | 40,259 | 2,155 | 7,750 |
| Data Source: 2007-2011 ACS | | | |

Table 64 - Educational Attainment by Age (City)

| | Age | | | | |
|---|-------------|-------------|-------------|-------------|-----------|
| | 18–24 Years | 25–34 Years | 35–44 Years | 45–65 Years | 65+ Years |
| Less Than 9th Grade | 323 | 1,016 | 1,202 | 1,431 | 1,253 |
| 9th to 12th Grade, No Diploma | 1,024 | 1,034 | 902 | 1,100 | 1,005 |
| High School Graduate, GED, or Alternative | 2,325 | 2,687 | 1,957 | 4,534 | 3,118 |
| Some College, No Degree | 3,420 | 2,761 | 2,718 | 6,100 | 2,829 |
| Associate's Degree | 299 | 1,246 | 1,270 | 2,857 | 1,238 |
| Bachelor's Degree | 1,826 | 9,162 | 7,240 | 9,174 | 3,540 |
| Graduate or Professional Degree | 418 | 9,270 | 8,255 | 7,063 | 2,022 |
| Data Source: 2007-2011 ACS | | | | | |

As shown in **Table 64**, the educational attainment for residents 25 years of age and older is as follows:

- Nine percent have not graduated from high school
- Thirteen percent have graduated from high school (including equivalency), but received no further education
- Fifteen percent have some college but no degree
- Seven percent have an associate's degree
- Thirty percent have a bachelor's degree
- Twenty-seven percent have a graduate or professional degree

Overall, 91 percent of Sunnyvale residents age 25 and older have at least a high school diploma or higher, and 57 percent have a bachelor's degree or higher. Over a third of the workforce 25 years of age and older (36 percent) are without an advanced or professional degree, making it more difficult for them to compete for jobs requiring higher education or technical skills.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 65 - Educational Attainment by Age - 25 and Older (City)

| | Age | | | | Total | % of Total |
|--|--------------|--------------|--------------|--------------|--------------|-------------|
| | 25-34 Years | 35-44 Years | 45-65 Years | 65+ Years | | |
| Less than 9th Grade | 1,016 | 1,202 | 1,431 | 1,253 | 4902 | 5% |
| 9th to 12th Grade, No Diploma | 1,034 | 902 | 1,100 | 1,005 | 4041 | 4% |
| High School Graduate, GED, or Alternative | 2,687 | 1,957 | 4,534 | 3,118 | 12296 | 13% |
| Some College, No Degree | 2,761 | 2,718 | 6,100 | 2,829 | 14408 | 15% |
| Associate's Degree | 1,246 | 1,270 | 2,857 | 1,238 | 6611 | 7% |
| Bachelor's Degree | 9,162 | 7,240 | 9,174 | 3,540 | 29116 | 30% |
| Graduate or Professional Degree | 9,270 | 8,255 | 7,063 | 2,022 | 26610 | 27% |
| Total: | 27176 | 23544 | 32259 | 15005 | 97984 | 100% |
| Data Source: 2007-2011 CHAS | | | | | | |
| Data Source Comment: Totals may not add up to 100% due to rounding. | | | | | | |

Table 65 shows that residents with advanced and professional degrees have significantly higher median incomes, with holders of bachelor's degrees having approximately 72 percent higher median income than those with only an associate's, and those with a graduate degree or professional degree having a 117 percent higher median income.

Table 66 - Median Earnings in the Past 12 Months (City)

| Educational Attainment | Median Earnings in the Past 12 Months |
|---|---------------------------------------|
| Less than high school graduate | \$21,832 |
| High school graduate (includes equivalency) | \$31,632 |
| Some college or Associate's degree | \$44,786 |
| Bachelor's degree | \$76,933 |
| Graduate or professional degree | \$96,980 |
| Data Source: 2007-2011 ACS | |

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

Sunnyvale has a very strong economy, with a resident labor force of approximately 77,700. Centered in the heart of Silicon Valley, Sunnyvale is home to various major high tech, defense, and research corporations, including Nokia, Apple, Yahoo, Lockheed Martin, Juniper Networks, and AMD, among others, as well as many smaller and mid-size tech companies and start-ups. Aside from the tech sector, other major sectors include: professional, scientific and management, administrative, waste management services, manufacturing, educational services, and health care and social assistance.

Describe the workforce and infrastructure needs of the business community.

The two infrastructure needs most frequently cited by the business community in the region generally include the need for more housing for all income levels and a better transportation network, which includes highway capacity and public transit. Other concerns frequently noted are concerns about water and power supplies for industrial users, concerns about the quality of local public education, and concerns about immigration reform, particularly regarding work visas

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

for highly-skilled workers, such as tech workers. More detail about the concerns of the business community are available from business associations such as Joint Venture Silicon Valley, the Silicon Valley Leadership Group, and the Bay Area Council, all of which have websites with various reports available on these topics.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

Many private sector investments, particularly in the high tech and R&D sectors, as well as some supportive public sector investments, have been made in recent years and continue to be made in Sunnyvale and throughout Silicon Valley. These have driven very strong job growth and business opportunities. The primary needs these investments have created are a need for more housing, transportation infrastructure, and school capacity due to the growing workforce. National and international economic cycles affect the Valley's employment and investment levels, and generate an ongoing need for workforce services to respond to lay-off events and evolving skills required by local employers. NOVA, the local workforce development agency, provides workforce development services, as well as conducting original research and tracking data on local workforce and business conditions. NOVA's website provides a number of reports on these topics: <http://www.novaworks.org/LaborMarketInfo/Reports>

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

Sunnyvale has a highly educated workforce, which corresponds well to the large number of jobs available in the area that require advanced degrees and high skill levels. There are also many local jobs available in the service sector and other sectors that don't require college degrees, and provide opportunities for local workers with less formal education. However, workers in lower-skilled sectors typically struggle to afford market-rate housing in the area, even when working full time or holding more than one job.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

- “Work First Sunnyvale” Workforce Development Program
“Work First Sunnyvale” is a job training and placement program implemented through a contract between the Sunnyvale Community Services (CBDO) and the Downtown Streets Team. The Downtown Streets Team is a non-profit agency that provides work-readiness training and services for homeless people.
- North Valley Workforce and Investment Board
The North Valley Workforce Investment Board (NOVA) provides employment and training services to low-income and dislocated professionals within Sunnyvale and the surrounding region under the federal Workforce Investment Act (WIA) with a goal of placing these individuals in jobs with employers.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

No. This program has not been determined necessary in Sunnyvale since the local economy is relatively strong. The unemployment rate in the City was 3.9% as of February 2015, according to the California Employment Development Department (EDD). Beacon Economics recently reported that total non-farm employment in the South Bay surpassed 1 million jobs as of February 2015, reaching a total of 1.04 million. Unemployment in this area decreased to 4.7%, and total non-farm employment increased by 5.3% over the prior year, for an additional 52,000 jobs. The South Bay includes the Sunnyvale-San Jose Metropolitan Statistical Area (MSA), which includes Santa Clara and San Benito Counties.⁷²

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

N/A

Discussion

N/A

⁷² Beacon Economics, *The Regional Outlook, South Bay*, Spring 2015 edition.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (Include a definition of "concentration.")

Housing problems disproportionately affect low income and minority populations. For the disproportionate needs by racial/ethnic group, please see the discussion for NA-15, NA-20, and NA-25. In summary:

- Extremely Low AMI households: 89 percent of Black/African American households experience severe housing problems, compared to 75 percent of households in that income category.
- Very Low AMI households: 88 percent of Black/African American Housing and 91 percent of Hispanic households experience housing problems, compared to 77 percent of the jurisdiction as a whole. Sixty-three percent of Hispanic households in the experience severe housing problems, compared to 50 percent of households in that income category.
- Low AMI households: 75 percent of Black/African American households, 72 percent of Asian households, and 86 percent of Hispanic households experience housing problems, compared to 62 percent of the jurisdiction as a whole. Fifty-three percent of Hispanic households experience severe housing problems, compared to 29 percent of households in that income category.
- Among cost burdened households paying 30 to 50 percent of their income toward housing costs, 30 percent of Pacific Islander households and 28 percent of Hispanic households experience cost burden, compared to 17 percent of the City as a whole.
- Among severely cost burdened households paying more than 50 percent of their income toward housing costs, Black/African American, American Indian, Alaska Native and Hispanic households experience a disproportionate need, with 26 percent of Black/African American, 52 percent of American Indian, Alaska Native and 25 percent of Hispanic households experiencing severe cost burden, compared to 15 percent of households in that income category.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

Minority concentration is defined as census tracts where the percentage of individuals of a particular racial or ethnic minority group is at least 20 percentage points higher than the citywide average. Please refer to **Map 1** in NA-30 for areas of minority concentration.

There are primarily three census tracts within the City that meet the above definition. They are tracts 5090, 5089, and 5088. The other two tracts shaded on **Map 1** are located largely outside the City limits. Tract 5046.02 has no dwelling units within the City, but rather includes a large office park district, some wetlands, Baylands, and County open space. The other tract to the south (5081.01) is mostly located within the City of Cupertino and does not appear to require much public assistance.⁷³ The largest minority group in tracts 5090, 5089, and 5088, in terms of

⁷³ The Sunnyvale portion of that tract is a 1950's single-family subdivision where Zillow shows modest single-family tract homes range in value from \$1.4 to \$2.2 million (due to their location within the highly desirable Cupertino School District and within 1.3 miles of Apple headquarters). The population of the tract as a whole, most of which is in Cupertino, was 66% Asian, 32% White, and 7% Latino; 63% of the households had incomes of \$100,000 or more in 2013, and median household income was nearly \$119,000. Thirty percent of the households in the tract had household incomes of \$200,000 or greater (2009-2013 ACS).

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

ethnicity, is Hispanic/Latino. Hispanic/Latino residents comprised a range of 42 to 44 percent of the population across the three tracts. In terms of race, the Asian population ranged from 22 to 33 percent of population in these tracts, the White population ranged from 39 to 61 percent, the Black/African American population ranged from 2 to 4 percent, the Hawaiian/Pacific Islander population ranged from 3 to 12 percent, and “some other race” ranged from 14 to 20 percent in these tracts. Median household incomes ranged from approximately \$83,000 to \$91,000, while the average household incomes ranged from \$93,000 to \$103,000 in the three tracts.⁷⁴

What are the characteristics of the market in these areas/neighborhoods?

The ACS reports that median gross rent in these neighborhoods ranged from slightly over \$1,300 a month to \$1,542 as of 2013. However, local rents have increased since that time, and current listings appear in the \$1,800 to \$3,000 range, depending on unit size. The ACS reports that median home values in these neighborhoods ranged from \$491,000 to \$632,000 as of 2013, however sales prices are now averaging in the \$800,000 range in the zip code area where these neighborhoods are located (94085), according to Zillow, and increased nearly 20 percent between February 2014 and March 2015. Such increases represent a significant increase in household assets for those residents who own their homes in the area, but make it more challenging for renters, mostly younger households, who would like to buy a home in the area, and some current renters may not be able to afford further rent increases. The majority of households in these tracts were renters, as of 2013, ranging from 55 percent to 74 percent of the households in each tract.⁷⁵

Are there any community assets in these areas/neighborhoods?

Yes. Please see Map 2 for a depiction of community assets throughout the City. One of them is the Columbia School and Columbia Neighborhood Center, located in Tract 5090. The City used \$1.5 million in CDBG funding during the 2010-2015 ConPlan period to add new facility space to the Center for improved recreational and human services programming and health care services. The Center serves neighborhood residents as well as the students at Columbia Middle School, many of whom are lower-income. Two other parks are situated adjacent to these tracts (Fair Oaks Park and Murphy Park).

In addition, this area is adjacent to or within several miles of several of the region’s major high-tech and industrial employment centers (Moffett Park, Peery Park, and the office park district in Santa Clara surrounding the Civic Center, and the North San Jose area along North First Street). This location provides residents of this area relatively quick and convenient access to some of the best employment opportunities in the country, literally. In addition, Mission College, 3.6 miles away in Santa Clara, provides community college educational opportunities within a short distance of these neighborhoods. Another asset in development is the Foothill De Anza Community College District’s new high-tech oriented community education center at the former Onizuka Air Force Station, within Moffett Park, less than two miles to the north, scheduled to open in Fall 2016. This project resulted from the City’s Local Redevelopment Authority plan to redevelop that military base through the 2005 Base Realignment and Closure legislation, a process that involved nearly ten years of planning by the City and other regional and federal agencies.⁷⁶

⁷⁴ 2009-2013 ACS, Tables S1901 and DP05.

⁷⁵ 2009-2013 ACS, Tables B25077, B25064, and B25003.

⁷⁶ <http://www.bizjournals.com/sanjose/news/2013/09/13/community-college-goes-high-tech.html?page=all>

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Are there other strategic opportunities in any of these areas?

Most of these three tracts are already fully built out with mainly residential uses, so it would be difficult to place any new “community assets” such as parks, schools, centers, or anything else directly within these tracts without displacing any current residents and removing existing housing. Such actions would be virtually impossible from a legal and cost perspective, and would not have much point because these areas are already flourishing neighborhoods for the most part. However, there is a large older industrial area to the immediate northwest of these tracts (northwest side of Mathilda Avenue), known as Peery Park, which has been transitioning to newer industrial and office developments in recent years, purely through market forces.

That process has triggered various compatibility, traffic, design, and local business concerns, so the City has recently embarked on development of a new Peery Park Specific Plan to allow for some new development, while addressing community concerns about traffic and other issues, and providing for a wider range of transportation options and amenities, both within the district and along its borders with neighboring areas. A very small portion of the plan area lies within Census tract 5090.

Three community workshops have been held to date to solicit public input on the process, and information about the planning process is available on the City’s website at: PeeryPark.inSunnyvale.com. The current goals of the plan, derived through the community outreach process to date, and which may continue to evolve by the time the final plan is adopted, are to:

- Align both public and private interests with workplace and market trends;
- Make Peery Park a center of knowledge and innovation;
- Allow innovative businesses and workers to thrive;
- Foster a dynamic mix of buildings and uses;
- Provide settings that bring people together;
- Provide new district amenities and uses;
- Contribute to community sustainability;
- Protect adjacent neighborhoods;
- Place priority on TDM and alternative transportation;
- Enable feasible development and provide clear direction for investors.

In addition, the plan describes the community benefits desired as an additional outcome of the plan’s implementation. Community benefits will typically be provided by private developers as a condition precedent to City approval of their projects, and may include:

- Street frontage improvements, such as sidewalks, street trees, utilities, etc.
- Payment of fees or assessments to fund desired public facilities or improvements, such as:
 - Affordable housing
 - Bicycle, pedestrian and area-wide streetscape amenities
 - Transit, transportation demand management, transportation improvements
 - Utility capacity upgrades or improvements (water, sewer, power, telecom, storm drainage, etc.)
 - Parks and recreational facilities, open space, plazas and courtyards designed for employee or public use.

A similar planning effort has been underway for several years for an area that lies slightly further away, to the southeast of these Census tracts, known as the Lawrence Station Area Plan

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

(LSAP). The draft LSAP was published for review in February 2015 and is currently undergoing environmental review. More information about that plan is available at:

LawrenceStationinSunnyvale.org.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan**5 Five-Year Strategic Plan**

The Strategic Plan explains how the City will use its HUD grants and other available funds to address the needs identified in the Needs Assessment. It serves as a five-year work plan, with goals and objectives (or strategies) designed to direct expenditures of entitlement grant funds toward meeting the identified priority needs. It will provide general guidance for funding decisions, such as preparation of the annual Action Plan, which serves as a budget for the HUD grants, and for development and implementation of HUD-funded activities during the next five years.

The goals and strategies reflect input from community residents, stakeholders, policymakers, service providers, current City policy, and federal laws and regulations related to the HUD grants. This input was documented in the Citizen Participation section of this document. The goals and objectives within the Strategic Plan are organized into four categories:

- A. Affordable Housing (including housing for special needs households)
- B. Alleviation of Homelessness
- C. Other Community Development Efforts
- D. Expanding Economic Opportunities

In addition, per HUD requirements, the Strategic Plan describes how the City will work with the Housing Authority (SP-40 Institutional Delivery Structure), mitigate barriers to affordable housing (SP-55 Barriers to Affordable Housing), work toward reducing poverty (SP-70 Anti-Poverty Strategy), and coordinate with public and private sectors on the housing community development (SP-40 Institutional Delivery Structure), goals described in this plan.

Identifying Priority Needs

The City identified priority needs using the methods described in the Needs Assessment, including:

- Gathering input received at City public hearings on priority needs and the Draft ConPlan;
- Gathering input from residents and stakeholders at the Regional Forums and through the Regional Survey;
- Reviewing current housing market conditions, as described in the Housing Market Analysis of the Needs Assessment;
- Reviewing characteristics of the City's current housing stock, employment rate, and other neighborhood conditions, as described in the Needs Assessment;

Please see the Citizen Participation Summary in the Introduction and the Appendix for more detail about public outreach efforts.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

GOALS, STRATEGIES, AND ACTIONS

Goal A: Affordable Housing

Strategy: Assist in the creation, improvement, and preservation of affordable housing for lower-income and special needs households.

Geographic Targeting: City-wide

Priorities: Rental assistance and/or affordable rental housing for extremely low and very low-income households, special needs households, and homeless people. Homebuyer assistance for lower- and moderate-income households is provided through the City's Below Market Rate Housing and First Time Home-Buyer Programs, funded only by local (non-HUD) funds.

Actions:

1. Support affordable rental housing for lower-income households, with priority for very low- and extremely low-income households and special needs groups (i.e., elderly, disabled, single-parent or large families, youth aging out of foster care, victims of domestic violence, homeless/at-risk households, etc.).
 - a) Provide financial and/or technical assistance to qualified affordable housing developers for rehabilitation, construction and/or preservation of affordable rental housing and/or site acquisition.
 - b) Continue to implement the Tenant-Based Rental Assistance (TBRA) Program for homeless and at-risk households as long as HOME funds are available.
2. Implement the Home Improvement Program using the CDBG Revolving Loan Fund and CDBG grant funds (for minor improvement grants).
 - a) Provide accessibility improvement grants for disabled and/or elderly households.
 - b) Provide paint grants/loans to enable homeowners to paint their homes and test for lead-based paint if the home was built before 1979, and remediate any LBP hazards if needed.
 - c) Provide rehabilitation and energy efficiency loans to enable lower-income homeowners to repair/replace aging building components, improve energy efficiency, and extend the useful life of their homes.
 - d) Provide energy efficiency matching grants to encourage homeowners to participate in residential energy retrofit programs by undertaking Tier III retrofits and, as an additional option, installing small-scale renewable energy devices. This assistance can be provided in combination with a rehabilitation loan, or as an independent activity.
3. Provide fair housing education and assistance to the community, and address any identified local barriers to fair housing choice.
 - a) Provide outreach and education about fair housing laws and complaint procedures to local residents, landlords, and other housing industry professionals through local community outreach efforts, City agreements with housing providers and/or in other appropriate ways, such as support of pro bono legal services or related programs.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

- b) Implement the City's reasonable accommodations policies and any other actions needed to address barriers to fair housing choice that are within the City's control.

Goal B: Alleviation of Homelessness

Strategy: Under the Housing First model promulgated by local, state, and national policy analysts, it is much more cost-effective for the public and private sectors to move chronically homeless people into stable housing as soon as possible, in order to minimize costly and often repetitive utilization of emergency medical care, public safety services, courts, incarceration, hospitalization, and other costly interventions. It is also much more cost-effective to prevent people from becoming homeless in the first place, and getting them into housing as soon as possible if they do become homeless, through prevention and rapid re-housing programs.

Geographic Targeting: City-wide or outside of the City, as long as Sunnyvale clients can be served. Many facilities and housing projects that serve homeless people are funded jointly by multiple agencies and jurisdictions and serve a county-wide clientele. Sunnyvale has traditionally participated in these regional efforts, as homeless people often move frequently between jurisdictions. Sunnyvale has funded a number of these projects with either operational (services) funding or capital funding, such as: the two new permanent supportive housing developments in Sunnyvale (Parkside Studios and Onizuka Commons), which will provide 47 units for homeless clients; three group homes in Sunnyvale (two for tenants with mental disabilities and one for youth aging out of foster care); Peacock Commons and the Jackson Street maternity group homes in Santa Clara; Maitri House in Cupertino for domestic violence victims and their children, and several other facilities elsewhere in the county.

Priorities: Homeless families with children, elderly individuals, single women, domestic violence victims, unaccompanied youth, chronically homeless individuals, those with disabilities, and other vulnerable or at-risk clients.

Actions:

1. Help people who are currently homeless or at imminent risk of homelessness to obtain housing, employment or other sources of income, and adequate support services/networks to achieve stability.

- a) Continue to implement the WorkFirst Sunnyvale Program, which provides employment development, job search assistance, training and supportive services to Sunnyvale homeless clients, to help them obtain paid employment and permanent housing.
- b) Continue to implement the TBRA program for homeless and at-risk clients, many of whom have obtained employment through the WorkFirst Sunnyvale Program. The TBRA program provides transitional rental assistance for a term of up to two years, which may include security deposit and/or monthly rental assistance.
- c) Continue to assist regional homeless service providers to provide interim shelter, supportive services, outreach, case management, credit counseling, and/or housing search assistance (through Goal C, Action 1, below).
- d) Continue to participate in county-wide policy, planning and coordination efforts such as the Continuum of Care and Destination:Home's Community Plan to End Homelessness.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

- e) Provide financing and/or technical assistance to developers of emergency shelter, transitional and/or permanent supportive housing projects.
- f) To the extent that local (non-HUD) funding is available for this purpose, provide funding for a Sunnyvale homelessness prevention and rapid re-housing program.

Goal C: Other Community Development Efforts

Strategy: Use CDBG funding, as needed and as available, for other eligible activities, which may include public services, public facilities and/or improvements, and accessibility improvements.

Geographic Targeting: City-wide if possible, or elsewhere in the County or within reasonable proximity, as long as it can be demonstrated that Sunnyvale clients can be served effectively and as conveniently as possible.

Priorities: Services or facilities that primarily serve lower-income and/or special needs clientele (very low income, extremely low income, and/or special needs households (seniors, disabled, homeless people, children, youth, victims of domestic violence, etc.).

Actions

1. Support provision of essential human services, particularly for special needs populations:

- a) Basic needs (such as food, shelter, transportation, health & mental health care, employment assistance/training, child care, etc.).
- b) After school or intervention programs to provide youth with positive alternatives to drugs, violence, and/or gangs (i.e., recreational, mentoring, educational, and career-building activities).
- c) Mental health, addiction and substance abuse counseling, particularly for youth and those exiting institutions.
- d) Other specialized supportive services as may be requested by the community, such as foreclosure assistance, legal assistance for seniors and others, and other specialized human services, such as those currently supported by the city, or those that may address a new or unmet priority need.

2. Maintain/Expand Community Facilities and Infrastructure in neighborhoods that meet the “area benefit”, “limited clientele,” or “presumed benefit” criteria to qualify for CDBG assistance.

- a) Support expansion, accessibility retrofits and/or rehabilitation of community facilities (parks, senior/community centers, child care centers, health clinics, etc.).
- b) Continue the curb retrofit program to improve accessibility of city sidewalks and crosswalks.
- c) Support other public infrastructure projects (streetscape projects, sidewalk/utility improvements, traffic calming, removal of architectural barriers etc.) in locations identified by community members, stakeholders, or City staff as being in need of improvement.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Goal D: Expanding Economic Opportunities for Lower-Income People

1. Support economic development activities that promote employment growth and help lower-income people secure and maintain jobs

- a) Continue to serve as the administrative agent and physical host for NOVA, the North Valley Employment Development Agency and Jobs Center, which is funded by the Workforce Investment Act and other grants. Collaborate with NOVA on community development efforts that serve eligible clientele when possible.
- b) Continue to implement the WorkFirst Sunnyvale Program (see Goal B above).
- c) Support employment development, training and vocational programs for Sunnyvale youth, homeless and at-risk clients, and/or other eligible clients seeking employment or retraining (such as disabled or re-entry workers) to the extent funding may be available.

OTHER ACTIONS AND REQUIRED NARRATIVES

SP-40 Institutional Delivery Structure and Coordination with Other Agencies

The City works with all potential partners to address the goals listed above, including:

- Private-sector entities: foundations, industry groups, non-profit housing-related organizations and advocacy groups, businesses, health care providers, charities, non-profit agencies, developers and other service providers;
- Public-sector entities: the Housing Authority, the Continuum of Care, other local governments, regional and state agencies, and school districts;
- Real estate industry partners, including lenders, industry associations, and developers;
- Local residents and employers; and
- Others as needed.

The City of Sunnyvale has a number of divisions which implement the programs noted above:

- The Community Development Department (CDD), in which the Housing Division is the administrative body responsible for planning, administrative, and compliance monitoring activities related to the HUD grants.
- The Public Works Department implements public infrastructure projects, such as curb cuts and sidewalk improvements.
- The Neighborhood Preservation Division in Public Safety, with assistance from Parks, CDD, and Public Works staff, works with residents to identify services and improvements needed in target neighborhoods or homes that may need assistance from the Home Improvement Program.
- The Housing and Human Services Commission serves as a public hearing body and advises the City Council on policies and programs relating to housing and human services, including HUD-funded programs.

The City Council is the local government and policy-making, fiscal and legislative body with final authority regarding the use of the City's HUD funds. The Housing Authority of the County of Santa Clara also contributes to the local community development institutional structure, as noted above in the public housing section. HACSC provides public housing and rental assistance for low-income families, seniors, and persons with disabilities throughout the County.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Historically, the State of California has also played a major role in generating affordable housing funding and implementing policy and legislation related to housing and community development in California. However, the recent recession led to some major changes in state policy and funding programs for affordable housing, such as the dissolution of redevelopment agencies. In recent years the state has not provided a significant amount of funding for affordable housing, although several new efforts are in progress, such as the “Cap and Trade” funds for smart growth-related affordable housing, and pending legislation to create a permanent source of state funding for affordable housing.

On the private sector side, market-rate developers will be the primary source of most new housing in the City. The City provides development services that have been nationally and internationally recognized since the 1980’s as highly efficient and customer-friendly, including the nation’s first “One-Stop Permit Center.” The One-Stop was established to enable orderly and timely development and planning services, and provide public noticing and mediation to inform residents and address any community concerns about projects. Private development activity slowed for several years during the recent recession, but has rebounded since then. During the past 3 to 4 years the City has recorded record-setting levels of construction permitting, and thousands of new housing units have been built or are under construction.

Affordable housing developers and service providers also serve a vital role in addressing community development need. The City continues to support these groups to the extent possible and as long as funding is available, and often endorses their funding applications to the State and federal government, as well as private foundations and donors.

Within this community development institutional structure, private and public-sector lenders provide financing for both market rate and affordable housing development, as well as home purchases.

In addition to the collaborative efforts described above, the City and other community development organizations in the County coordinate on other initiatives. The Housing Division staff participates in a county-wide collaborative of CDBG-funded jurisdictions. Quarterly meetings are held to discuss joint projects and to identify future opportunities for coordination and cooperation. City staff participate in the Continuum of Care (CoC), comprised of governmental agencies, homeless service and shelter providers, homeless people, housing advocates, and affordable housing developers. The CoC prepares the Continuum of Care Plan, which seeks to create a comprehensive and coordinated system of affordable housing and supportive services for the prevention, reduction, and eventual end of homelessness. The Plan provides a common guide for the County, cities, service providers, the faith community, the business sector, philanthropy, and the broader community in addressing local housing and services needs for the homeless.

The City also coordinates with regional agencies, such as the Silicon Valley Housing Trust, the Housing Action Coalition, the Association of Bay Area Governments, the Metropolitan Transportation Commission, Silicon Valley Leadership Group, the Santa Clara County Cities Association, the Santa Clara County Association of Planning Officials (SCCAPO), Joint Venture Silicon Valley, NOVA, the Valley Transportation Authority, the Grand Boulevard Initiative, TransForm, and various others.

In addition, the city participates in the county-wide Fair Housing Task Force includes representatives from the City and other Entitlement Jurisdictions, fair housing and legal service providers, and other community agencies. Since its inception, the Task Force has implemented

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

a calendar of countywide fair housing events and sponsors public information meetings, including Accessibility Training, First-Time Homebuyer training, and Predatory Lending training.

Lastly, as described previously, the City collaborated with the Entitlement Jurisdictions to prepare their Consolidated Plans and Analyses of Impediments to Fair Housing Choice. This coordinated effort allows the jurisdictions to evaluate and plan for community development needs on a more regional basis and realize significant administrative cost savings. It recognizes that while different parts of the County have unique concerns, many of these issues span jurisdictional borders and should be addressed regionally.

SP-55 Barriers to Affordable Housing

In 2014, the City updated the Constraints Analysis of its Housing Element, as required under California Housing Element law (Government Code 65580), to analyze city policies and land use regulations to determine if they had any negative effects on development. The State determined, with its recent certification in January 2015 of the City's 2015-2023 Housing Element, that the City does not currently implement policies that create barriers to affordable housing. Additional detail is available in the City's Housing Element, which is provided in its entirety on the City's website and in the Library. In addition, the robust development climate, in which thousands of new dwelling units of various types and price points have been developed and additional units renovated in recent years, in most cases without any direct assistance from the City, provides concrete evidence that the City's policies do not unduly constrain residential development. In addition, the City has successfully assisted a number of affordable housing developments in recent years, which proves that City policies do not have negative effects on assisted housing production either.

Non-governmental barriers, primarily market factors such as high land costs, construction costs, and high prevailing market prices for housing, as well as some community resistance in some cities, have been the primary challenges facing jurisdictions in the region, including Sunnyvale, in recent years, not public policies. These barriers are addressed, within the City's limited ability to address them, through the housing activities listed above and through the goals and policies listed in the Housing Element.

SP-70 Anti-Poverty Strategy

The Needs Assessment describes current poverty levels within the City and the region. The City, with the other Entitlement Jurisdictions, employs a multi-tiered anti-poverty strategy at a local and county level. Each of the goals and programs described above helps address poverty directly or indirectly. To augment these efforts, and the City also provides economic development programs to support local economic development and job retention and/or growth.

As noted above, NOVA is a non-profit, federally funded employment and training agency located in Sunnyvale that provides workforce development services. NOVA collaborates with local businesses, educators, and job seekers to build the knowledge and skills needed to address the workforce needs of Silicon Valley. NOVA is directed by the NOVA Workforce Board, which works on behalf of a seven-city consortium composed of the cities of Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara, and Sunnyvale. Though the majority of job seekers served through NOVA are laid off workers, affected by the downsizing or closure of their companies, NOVA also helps job seekers with special needs, such as homeless veterans, disabled workers, welfare recipients, teen parents, and older workers.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Employment assistance is also provided to lower-income households through the Family Self-Sufficiency Program (FSS), administered by the HACSC for some of its clients, as noted in the Needs Assessment.

“HACSC’s Family Self Sufficiency (FSS) Program is designed to provide assistance to current HACSC Section 8 families to achieve self-sufficiency. When a family enrolls in the five-year program, HPD’s FSS Coordinator and LIFESteps service provider helps the family develop self-sufficiency goals and a training plan, and coordinates access to job training and other services, including childcare and transportation. Program participants are required to seek and maintain employment or attend school or job training. As participants increase their earned income and pay a larger share of the rent, HACSC holds the amount of the tenant’s rent increases in an escrow account, which is then awarded to participants who successfully complete the program. HACSC is currently in the initial stages of creating a pilot successor program to FSS under the auspices of its MTW flexibility called Focus Forward.”

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

APPENDIX

CONTENTS

1. Table of Acronyms
2. Sunnyvale Public Hearing Minutes
3. Regional Outreach Process Summary and Results
4. Map 2
5. Written Comments Received
6. Complete Table 2: Participants in the Process
7. Table of Agencies Contacted

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan**Table of Acronyms**

| | |
|-----------|---|
| AHP | Affordable Housing Program |
| BEGIN | Building Equity and Growth in Neighborhoods |
| CAPER | Consolidated Annual Performance Evaluation Report |
| CBO | Community-Based Organization |
| CDBG | Community Development Block Grant Program |
| CDI | Community Development Initiative |
| CIP | Capital Improvement Projects |
| CoC | Continuum of Care |
| ESG | Emergency Services Grant |
| FSS | Family Self Sufficiency |
| FY | Fiscal Year |
| HACSC | Housing Authority of the County of Santa Clara |
| HAP | Housing assistance payments |
| HEARTH | Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 |
| HIF | Housing Impact Fee |
| HMIS | Homeless Management Information System |
| HOME | HOME Investment Partnerships Program |
| HOPWA | Housing Opportunities for Persons with AIDS |
| HTF | Housing Trust Fund |
| HTSV | Housing Trust Silicon Valley |
| IIG | Infill Infrastructure Grant |
| LBP | Lead-Based Paint |
| LMI | Low and moderate income |
| MCC | Mortgage Credit Certificates |
| MHSA | Mental Health Services Act |
| MTW | Moving to Work |
| NED | Non-Elderly Disabled |
| NHSSV | Neighborhood Housing Services Silicon Valley |
| NOFA | Notice of Funding Availability |
| NSP | Neighborhood Stabilization Program |
| RDA | Redevelopment Agency |
| RFP | Request for Proposal |
| RHNA | Regional Housing Needs Allocation |
| RTP | Regional Transportation Plan |
| Section 8 | Section 8 Housing Choice Voucher Program |
| SCS | Sustainable Communities Strategy |
| TBRA | Tenant-Based Rental Assistance |
| TOD | Transit-Oriented Development |
| VASH | Veterans Affairs Supportive Housing |
| WIOA | Workforce Innovation and Opportunity Act |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Sunnyvale Public Hearing Minutes

Excerpts of the following Housing and Human Services (HHSC) and City Council (CC) meetings:

October 22, 2014: Biennial Priority Needs Hearing (HHSC)

November 11, 2014: Biennial Priority Needs Hearing (CC)

November 19, 2014: Review of Request for Proposals for CDBG and HOME Funds (HHSC)

January 28, 2015: Consolidated Plan Community Needs Hearing (HHSC)

February 25, 2015: Applicant Presentations (HHSC)

March 25, 2015: Consideration of Proposals and Recommended Funding Allocations (HHSC)



City of Sunnyvale

Meeting Minutes - Excerpt Housing and Human Services Commission

Wednesday, October 22, 2014

7:00 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

- 3** [14-0789](#) Determine Priority Needs for Human Services for Fiscal Years 2015-16 and 2016-17 and Supplemental Funding Amount for Fiscal Year 2015-16

Housing Officer Suzanne Isé gave an overview of the report and explained that this item is heard every other year per Council Policy. It provides an opportunity for the public, the Commission and Council to consider the pressing needs in the community for different types of human services at the time. The list of priority needs determined through these hearings are incorporated into the Request for Proposals for CDBG funding which staff will release this winter. The current priority needs list was developed in 2010 as part of the 2010-2015 Consolidated Plan development.

The actions the Commission is being asked to consider at this time include: review the current list of priority needs and reaffirm it or modify it in any way; consider and make a recommendation to Council regarding the current supplemental funding amount for next year; and consider increasing the minimum CDBG grant amount to \$25,000 to reduce the risk to the City of potential non-compliance by its sub-recipients.

Chair Gilbert opened the public hearing at 8:34 p.m.

The following agencies submitted comment letters prior to the meeting:

Abilities United, Senior Adults Legal Assistance, Family and Children Services, and Catholic Charities Ombudsman Program.

The comment letters noted an increased need for the services provided by these agencies to the City's most vulnerable residents, including: people with physical and developmental challenges; seniors at risk of abuse, isolation or institutionalization; at-risk and very low income youth and their families; and residents of nursing homes and care facilities. The letters expressed support for the provision of \$100,000 in supplemental funding for human services for next year. All the letters expressed gratitude to the City for current and past support of these

programs.

The following representatives attended and spoke on behalf of their agencies:

Senior Adults Legal Assistance's Staff Attorney Beatriz Lopez; Bill Wilson's Director of Development Pilar Furlong; Sunnyvale Community Services' Executive Director Marie Bernard; and West Valley Community Services' Executive Director Naomi Nakano-Matsumoto.

The speakers expressed gratitude for the City's continued support and several noted their support for staff's recommendations. They also noted the increased need for their services for seniors, individuals and families who are homeless or at risk of homelessness, and at-risk youth and their families, and also noted that high housing costs contribute to the increased number of clients needing services.

Chair Gilbert closed the public hearing at 9:01 p.m.

After some discussion and questions of staff, Chair Gilbert asked for a motion.

Commissioner Evans moved and Commissioner Chiu seconded the motion to approve Alternative 1, a modified version of Alternative 3, and Alternative 4, as follows: Recommend to Council the list of priority needs as shown above, excerpted from the ConPlan; recommend that Council determine a supplemental funding amount of \$115,000, to be adjusted annually by increases in the Consumer Price Index, for human services grants; and recommend that Council modify the Human Services Policy to increase the minimum grant limit, only for applicants seeking CDBG funds, to \$25,000, and retain the current maximum grant limit of 25% of total human services funding available. The minimum grant limit for applicants seeking General funds only would remain at \$10,000. The motion carried by the following vote:

Yes: 5 - Chair Gilbert
Commissioner Chiu
Commissioner Evans
Commissioner McCloud
Commissioner Schmidt

No: 0

Absent: 2 - Vice Chair Jeong
Commissioner Sidhu



City of Sunnyvale

Meeting Minutes - Excerpt City Council

Tuesday, November 11, 2014

3:45 PM

Sunnyvale Community Center
Community Room, 550 E. Remington Dr.
and Council Chambers, City Hall, 456 W.
Olive Ave., Sunnyvale, CA

**Special Meetings- Closed Sessions-3:45 PM | Joint Study Session with Planning
Commission and Bicycle and Pedestrian Advisory Commission-5:15 PM | Regular
Meeting-7 PM**

- 3** [14-0787](#) Determine Priority Needs for Human Services for Fiscal Years 2015-16 and 2016-17 and Supplemental Funding Amount for Fiscal Year 2015-16

Housing Officer Suzanne Ise presented the staff report.

Public Hearing opened at 7:29 p.m.

Pilar Furlong, Director of Community Resources, Bill Wilson Center, spoke regarding the services provided by the center and urged a minimum of \$100,000 for human services grants.

Sujatha Venkatraman, West Valley Community Services, spoke regarding the increasing need for supporting human services for the homeless.

Marie Bernard, Sunnyvale Community Services, spoke regarding the continuing hunger index in Silicon Valley and the growing income gap and urged inclusion of the 15% increase.

Wanda Hale, long term care ombudsman, spoke regarding the services the organization provides.

Georgia Bacil, Directing Attorney, SALA provided information about the services the organization provides and requested support of the staff recommendation.

Public Hearing closed at 7:42 p.m.

MOTION: Vice Mayor Davis moved and Councilmember Whittum seconded the motion to approve Alternatives 1, 3 and 4: 1) Approve the list of priority needs as shown above, excerpted from the ConPlan, 3) Determine a supplemental funding

amount of \$115,000 (modified from \$100,000) for human services grants for FY 2015 16, and 4) Modify the Human Services Policy to increase the minimum grant limit, only for applicants seeking CDBG funds, to \$25,000, and retain the current maximum grant limit of 25% of total human services funding available.

AMENDMENT: Mayor Griffith moved to amend and Councilmember Martin-Milius seconded the motion to drop it to \$100,000. The motion to amend failed by the following vote:

Yes: 1 - Mayor Griffith

No: 6 - Councilmember Davis
Councilmember Whittum
Councilmember Meyering
Vice Mayor Martin-Milius
Councilmember Hendricks
Councilmember Larsson



City of Sunnyvale

Meeting Minutes - Excerpt City Council

Tuesday, November 11, 2014

3:45 PM

Sunnyvale Community Center
Community Room, 550 E. Remington Dr.
and Council Chambers, City Hall, 456 W.
Olive Ave., Sunnyvale, CA

**Special Meetings- Closed Sessions-3:45 PM | Joint Study Session with Planning
Commission and Bicycle and Pedestrian Advisory Commission-5:15 PM | Regular
Meeting-7 PM**

[14-0787](#)

Determine Priority Needs for Human Services for Fiscal Years
2015-16 and 2016-17 and Supplemental Funding Amount for
Fiscal Year 2015-16

The main motion carried by the following vote:

Yes: 7 - Mayor Griffith
Councilmember Davis
Councilmember Whittum
Councilmember Meyering
Vice Mayor Martin-Milius
Councilmember Hendricks
Councilmember Larsson

No: 0



City of Sunnyvale

Meeting Minutes - Excerpt Housing and Human Services Commission

Wednesday, November 19, 2014

7:00 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

Special Meeting

- 3 [14-1095](#) Review Draft Requests for Proposals for FY 2015-16 and FY 2016-17 CDBG Human Services Grants and FY 2015-16 CDBG/HOME Housing and Capital Projects Funding

Housing Officer Suzanne Isé explained that the RFPs did not change significantly since the last funding cycle and that they are substantially the same as what was released last year for capital projects and the year before for human services. She noted that minor changes included clarification of some wording and the inclusion of the higher minimum grant amount for CDBG funding for human services. She noted that because the grant amounts will not be known before the RFPs are released, staff will use a conservative estimate to calculate the approximate amounts that will be available based on prior year's funding and anticipated program income.

Officer Isé also noted that the final version will include the higher estimate of supplemental general funds (\$115,000) as recommended by the commission during its Priority and Unmet Needs hearing in October, which was approved, for planning purposes, by Council in November.

Chair Gilbert opened and closed the public hearing at 7:26 p.m. There were no members of the public present.

After some questions from the commissioners, they all concurred that no action was needed on this item.



City of Sunnyvale

Meeting Minutes - Excerpt Housing and Human Services Commission

Wednesday, January 28, 2015

7:00 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

3 [15-0088](#) 2015-2020 Consolidated Plan Public Hearing on Community Needs

Housing Officer Isé gave a brief summary of the Consolidated Plan update process and explained that this was an additional opportunity for the general public and the commissioners to provide input, and that no formal action by the Commission was required on this item at this time. She added that the Draft 2015-2020 Consolidated Plan along with the Draft Action Plan will be brought to the Commission in April for review and a recommendation.

Chair Gilbert opened the public hearing at 8:35 p.m.

The following agency representatives commented on current community needs and priorities to be considered for the Consolidated Plan:

Annette Kirkham, Fair Housing Attorney at the Law Foundation of Silicon Valley, thanked the City for funding fair housing services in Sunnyvale, and spoke about the most common fair housing issues her office handles, such as discrimination against ethnic minorities, families with children, and renters with disabilities. She urged the City to continue to fund these services.

Greg Pensinger, Project Manager with Downtown Streets Team (DST), described the increased need for services and mentioned his agency's successful efforts in Sunnyvale. DST started with 8 Sunnyvale team members and now has 26, with another 15-20 on the waiting list. DST has seen an increased need for case management, and has been able to help 18 individuals become permanently housed through their joint efforts with the City of Sunnyvale and SCS to implement the TBRA program.

Marie Bernard, Executive Director of SCS, spoke about the importance of being the designated Emergency Assistance Network (EAN) agency and the safety net in the City. She noted her agency's partnerships with various agencies to provide a local venue where they can provide their services. She noted her participation that morning in the homeless census with DST, her collaboration with Destination:

Home on the Community Plan to End Homelessness, and their work with the County to implement the new North County Cold Weather Shelter (CWS) programs. She added that, over the last five years, her agency has changed its mission from "Preventing Homelessness and Hunger" to "Addressing Homelessness and Hunger". She thanked the City for its continued support which helps provide over three hundred dollars' worth of food for a family of four everytime they visit the food program. Lastly, she invited the commissioners to visit SCS.

Georgia Bacil, Directing Attorney at Senior Adults Legal Assistance (SALA), spoke about the continued and increased need for free legal services for low-income older adults age 60 or older who are at risk of exploitation, abuse, isolation or premature institutionalization. She noted that they are frequently victims of abuse by housemates, family members, or caregivers. SALA helps clients obtain restraining orders, prepare simple wills, and respond to eviction notices. She noted that 80% of the Sunnyvale seniors served by SALA are very low-income, half of those are aged 75 or older, and more than half are disabled. She urged the commissioners to keep in mind that although affordable housing is a major need, supportive services are also very important, and should be part of the Consolidated Plan.

Carol Weiss, representing District 5 on the Santa Clara County Human Relations Commission, and a Sunnyvale resident, spoke in favor of preserving mobilehome parks as an affordable housing option, focusing on developments near public transit hubs, and exploring more immediate solutions to current housing crisis rather than future developments. She also mentioned the need of providing supportive social services at times outside of regular business hours and in multiple languages.

Chair Gilbert closed the public hearing at 9 p.m.

No action was taken on this item.



City of Sunnyvale

Meeting Minutes - Excerpt Housing and Human Services Commission

Wednesday, February 25, 2015

7:00 PM

Council Chambers, City Hall, 456 W. Olive
Ave., Sunnyvale, CA 94086

15-0222

Proposals for CDBG Human Services Funding for FY 2015-16 and FY 2016-17, and for CDBG/HOME Capital Project Loans for FY 2015-16

Housing Officer Suzanne Isé noted that all the agencies that submitted a proposal for funding of human services activities or capital projects were invited to present. She also reminded the commissioners that this item was just a presentation, and did not require any action at this time.

The following speakers briefly presented their proposals, and asked for support in the coming years. Those that had previously received funding from the City thanked the Commission for its past support of their programs.

1. Becky Cooper, Friends for Youth, Youth Intervention Services, Mentoring Program for Disadvantaged Youth.
2. Michele Schroeder, Senior Adults Legal Assistance (SALA), Free Legal Assistance for Sunnyvale Seniors.
3. Teresa Johnson, The Health Trust, Meals on Wheels Program for Homebound Adults.
4. Peggy Green, Habitat for Humanity East Bay/Silicon Valley, Financial Education and Counseling Services.
5. Sunny Ochoa, Healthier Kids Foundation, Vision First Program.
6. Anky van Deursen, Project Sentinel, Landlord-Tenant Counseling & Dispute Resolution.
7. Debra Sue Stevens, Silicon Valley Independent Living Center (SVILC), Housing and Emergency Services for Persons with Disabilities.
8. Pilar Furlong, Bill Wilson, Counseling Program for Families & Individuals.
9. Diana Castillo, Law Foundation of Silicon Valley and Molly Current, Project Sentinel, Fair Housing Services.
10. Peter Villareal, MidPen Housing, Rehabilitation of Crescent Terrace Senior Housing.
11. Maritza Henry, Family and Children Services, Counseling for At-risk Youth at the Columbia Neighborhood Center.
12. Greg Pensinger, Downtown Streets Team, Work First Sunnyvale for

homeless and extremely low-income individuals.

13. Marie Bernard, Sunnyvale Community Services, Year-Round Food Program and Work First Sunnyvale.

14. Zakia Afrin, Maitri, Legal Advocacy Program.

15. Adriana Caldera, YWCA of Silicon Valley, Domestic Violence Support Network.

16. Tom Morse, First United Methodist Church, Senior Nutrition Program.

17. Amy Wright, InnVision Shelter Network, Shelter Services for Homeless Families and Individuals.

18. Milton Cadena, Catholic Charities of Santa Clara County, Day Break Cares Adult Day Care Program.

19. Patricia Lawson-North, Friends of Vision Literacy and Minerva Cuevas, English Learner, English Language Development Classes

20. Colleen Hudgen, Live Oak Adult Day Services, Adult Day Care, Cupertino Center

Representatives from Abilities United's Adult Services Program and Catholic Charities of Santa Clara County's Long Term Care Ombudsman Program were not able to attend the meeting, but provided written presentation materials for the commissioners.

Following the presentations, the Chair thanked all the presenters for participating.



City of Sunnyvale

Meeting Minutes - Excerpt Housing and Human Services Commission

Wednesday, March 25, 2015

7:00 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

2. [15-0298](#) Evaluations and Funding Recommendations for FY 2015-16
Human Services Grants and CDBG/HOME Capital Project
Loans

Housing Officer Suzanne Isé gave a brief report explaining how the scoring committee evaluated and ranked the proposals received in response to the requests for proposals for human services and capital projects, following the criteria detailed in the Request for Proposals. She noted that staff received 22 human services proposals and 2 capital project proposals. She also reviewed staff's recommendations and alternatives.

Ms. Isé noted that both proposals received for capital projects were recommended for funding; Sunnyvale Community Services for their full request and MidPen Housing for slightly less than their request, due to the limited amount of funding available.

Ms. Isé then reviewed Scenarios A and B for both CDBG and General funds for the human services proposals. She explained that Project Sentinel was not recommended for CDBG funding, but it was funded through a budget supplement last year and may pursue that option this year as well.

The commissioners asked for specific reasons why some of the agencies that were not recommended for funding ranked lower, although some have been previously funded or have previously applied for funding before. Housing Officer Isé explained that the scores and ranking reflected the quality of the proposal that they submitted, and that past performance is taken into account to some extent, but that is not the only scoring criteria.

Chair Gilbert opened the public hearing at 7:52 p.m.

The following speakers spoke during the public hearing. Those that previously received funding from the City, and were being recommended for funding again, thanked staff and urged the Commission to support staff's recommendation.

1. Jeff Webber, a representative of Abilities United's Adult Services program for individuals with mental and physical disabilities, submitted a speaker card but had to leave before the public hearing began.

2. Mary Johnson, Sunnyvale resident, spoke on behalf of the Live Oak Adult Day Services program. She explained that, although she also looked at using the Day Break Cares program in Sunnyvale, she chose to take her husband to Live Oak in Cupertino because it was a better fit for her and her husband.

3. Sujatha Venkatraman, West Valley Community Services, spoke about the Haven to Home program, which provides intensive case management for homeless individuals and homeless families.

4. Ronald Nathan, Senior Nutrition Program at First United Methodist Church, described his program which provides hot, nutritious lunches, yoga, live music, dancing, socialization, and educational opportunities for many low income seniors.

5. Pilar Furlong, Bill Wilson Center, described the Center's Family and Youth Counseling program for at-risk youth and their families. It receives referrals from other non-profits, police, parents and schools.

6. Zakia Afrin, Maitri Legal Advocacy program, thanked staff for offering to provide feedback on their proposal to provide immigration services accredited by the Department of Homeland Security to victims of domestic abuse.

7. Teresa Johnson, the Health Trust, described the Meals on Wheels program, which delivers meals and provides wellness checks to seniors and disabled adults who are homebound, and noted that Sunnyvale's funds leverage funding from other sources to provide additional assistance, such as pet food.

8. Marie Bernard, Sunnyvale Community Services, described the Year-Round Food program which provides each family an average of \$300 worth of food every month and delivers food to 100 seniors every month. The CDBG funding is used to fill the gap to purchase the food that is not donated by the food bank, such as dry milk and protein-rich foods.

9. Colleen Budenholzer, InnVision Shelter Network, described InnVision's program to provide "Beyond the Bed" services which help individuals regain permanent housing and self-sufficiency through intensive case management, benefits assistance and job development. Sunnyvale's funding will help the agency staff additional beds in four different shelters. Each one serves distinct types of clients: single women with children; families; individuals in need of mental health services; and single men.

10. Kyra Kazantzis, Law Foundation, and Stephanie Rabiner, Project Sentinel, described their Fair Housing Services. Project Sentinel staff provides the investigation services, intake, and testing, and the Law Foundation gives recommendations regarding the investigation of housing discrimination claims and provides legal services ranging from advice and filing administrative complaints, to filing suit in court when needed.

Chair Gilbert called for a 5 minute break.

11. Wanda Hale, Catholic Charities, described the Long Term Care Ombudsman program, a federal- and state-mandated program that serves 13 cities in Santa Clara County. They visit nearly 12,000 residents of long-term care facilities, such as nursing homes, assisted living facilities and board and care facilities. A majority of their time is spent investigating elder abuse. Ms. Hale thanked the City for its past support and noted that this program does not receive any funding from Catholic Charities, in response to an earlier question by a commissioner.

12. Anky Van Deursen, Project Sentinel Landlord Tenant Services, submitted a speaker card, but left before the public hearing.

13. Jeff Summerville, MidPen Housing, described the Crescent Terrace rehabilitation project. Crescent Terrace was built in 1985, it has 48 one-bedroom units, and houses very low-income seniors. Funding will be used to replace major building systems, upgrade living quarters, and improve sustainability. All windows, cabinets, and lighting systems will be replaced, and solar and highly efficient irrigation systems will be added.

14. Greg Pensinger, Downtown Streets Team, spoke about the WorkFirst Sunnyvale program and showed a brief video, "We'll Lift You Up", which features team members from Sunnyvale that have directly benefited from the WorkFirst Sunnyvale program.

15. Colleen Hudgen spoke on behalf of Live Oak Adult Day Services and asked that the Commission consider funding her proposal, which staff did not recommend funding.

16. Maritza Henry, Family and Children Services, described their counseling services for at-risk youth. She thanked staff for its recommendation, and asked the commissioners to consider a higher amount. She noted that the waiting list for service at the Columbia Neighborhood Center for their bilingual therapist keeps getting longer. She added that the decrease in funding compared to the prior year will make the youth and their families have to wait even longer for the counseling services that they need.

17. Vanessa Corona, Friends for Youth, described her Mentoring Services program for students of Columbia Middle School, and noted that 50% of the kids on their waiting list are from Sunnyvale.

18. Kathleen King, Healthier Kids Foundation, described their new VisionFirst Program. She asked the commissioners to reconsider staff's recommendation and encouraged them to fund her program.

19. Georgia Bacil, Senior Adults Legal Assistance (SALA), described their free legal services for seniors who are very low-income, at risk of abuse, isolation, or

premature institutionalization. Services are provided at Sunnyvale Community Services, which provides a private meeting room for SALA consultations.

Commissioner Chiu asked if any of the agencies that were not recommended for funding would be willing to accept a grant of just several thousand dollars. The Director of Live Oak Adult Day Services, Colleen Hudgen, said that she would accept it. The Director of Healthier Kids, Kathleen King, responded that the administrative workload that these grants place on both her staff and the City staff is not justified for such a small amount of funding, so regrettably she would have to decline it.

Other commissioners also acknowledged that the administrative burden was the main reason for establishing a \$10,000 minimum for general fund grants and \$25,000 for CDBG funds.

Chair Gilbert closed the public hearing at 9:27 p.m.

Chair Gilbert restated staff's recommendation and the alternatives listed on the report, and asked for a motion.

Commissioner Chiu moved and Commissioner Evans seconded to recommend Alternative 3, Scenario A for CDBG and General Funds, with a modification to decrease Friends for Youth to \$10,000, and add a grant of \$5,000 for Live Oak Adult Day Services.

Commissioner Evans spoke to the motion, reminding all the commissioners why the \$10,000 minimum was established, and noted that she was not comfortable supporting the motion, but had seconded to allow it to be discussed. She asked everyone to remain objective, and added that she understood how difficult it was to make these choices, but urged all the commissioners to stick to Scenario A as presented by staff.

Commissioner McCloud offered a friendly amendment to reduce the Meals on Wheels grant to \$15,000, and to reduce Family and Children Services grant to \$10,000, and award the remaining \$5,000 to Maitri.

After further discussion by Commissioners, Commissioner Chiu accepted the friendly amendment, and Chair Gilbert restated the motion, which essentially resulted in Scenario B, but with no grant for Healthier Kids, and a \$5,000 grant each for Live Oak and Maitri.

The motion carried by the following vote:

Yes: 4 - Vice Chair Jeong
Commissioner Chiu
Commissioner McCloud
Commissioner Schmidt

No: 2 - Chair Gilbert
Commissioner Evans

Absent: 1 - Commissioner Sidhu



City of Sunnyvale

Meeting Minutes - Excerpt Housing and Human Services Commission

Wednesday, March 25, 2015

7:00 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

Commissioner Evans and Chair Gilbert dissented because they did not agree with awarding grants of less than \$10,000, which is the established minimum according to Council Policy.

After a brief discussion, Chair Gilbert asked for a motion regarding the capital projects proposals.

Commissioner Evans moved and Commissioner McCloud seconded to recommend Alternative 4: Recommend funding the capital project proposals in the amounts recommended by staff.

The motion carried unanimously by the following vote:

Yes: 6 - Chair Gilbert
Vice Chair Jeong
Commissioner Chiu
Commissioner Evans
Commissioner McCloud
Commissioner Schmidt

No: 0

Absent: 1 - Commissioner Sidhu

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Regional Outreach Process Summary and Results

Regional Forums

The participating Entitlement Jurisdictions of Santa Clara County, including Sunnyvale, held three regional public forums to identify housing and community development needs and priorities for the next five years. Seventy-six people in total attended the regional forums, including community members, service providers, fair housing advocates, school district board members, housing and human services commission members, non-profit representatives, and interested stakeholders.

The regional forums were held in Mountain View, San Jose, and Gilroy to engage the northern, central, and southern parts of the County. Forums were scheduled on different days of the week and at various times of day to allow maximum flexibility for participants to attend.

Table 1 – Regional Forums

| Regional Forum | Date | Time | Number of Attendees | Forum Address |
|------------------------|------------------------------|-------------------|---------------------|---|
| 1 | Thursday, September 25, 2014 | 2:00pm - 4:00pm | 43 | Mountain View City Hall, 500 Castro Street, 2 nd Floor Plaza Conference Room Mountain View, CA 94041 |
| 2 | Saturday, September 27, 2014 | 10:00am - 12:00pm | 17 | San Jose City Hall, Room 118-120 200 E. Santa Clara St. San Jose, CA 95113 |
| 3 | Wednesday, October 22, 2014 | 6:30pm - 8:30pm | 16 | Gilroy Library 350 W. Sixth Street Gilroy, CA 95020 |
| Total Attendees | | | 76 | |

Community Forums

Local public participation plays an important role in the development of the plans. The community forums were conducted as part of a broad approach to help local jurisdictions make data-driven, place-based investment decisions for federal funds. Each of the community forums provided additional public input and a deeper understanding of housing issues at the local level.

The community forums were held in the cities of Los Gatos, Morgan Hill, Saratoga, San Jose and Mountain View. The workshops held in San Jose were located in Districts 3, 4 and 5, which are LI census tracts. The majority of the community forums were held at neighborhood community centers or libraries at various times of day to provide convenient access for participants.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 2 – Community Forums

| Community Forum | Date | Time | Number of Attendees | Forum Address |
|------------------------|-----------------------------|-----------------|---------------------|---|
| 1 | Tuesday, September 30, 2014 | 6:00pm-8:00pm | 14 | Roosevelt Community Center, Room 1 and 2 901 E. Santa Clara St. San Jose, CA 95116 |
| 2 | Wednesday, October 1, 2014 | 10:00am-12:00pm | 29 | Seven Trees Community Center, Room 3 3590 Cas Drive San Jose, CA 95111 |
| 3 | Tuesday, October 2, 2014 | 6:00pm-8:00pm | 23 | Mayfair Community Center, Chavez Hall 2039 Kammerer Ave. San Jose, CA 95116 |
| 4 | Tuesday, October 7, 2014 | 6:00pm-8:00pm | 26 | Tully Community Brach Library, Community Room 880 Tully Rd. San Jose, CA 95111 |
| 5 | Thursday, October 23, 2014 | 6:30pm-8:30pm | 14 | Mountain View City Hall, 500 Castro Street, 2 nd Floor Plaza Conference Room Mountain View, CA 94041 |
| 6 | Saturday, November 1, 2014 | 11:00am-1:00pm | 7 | Centennial Recreation Center North Room 171 W. Edmundson Avenue Morgan Hill, CA 95037 |
| 7 | Wednesday, November 5, 2014 | 2:00pm-4:00pm | 11 | Prospect Center Grace Room 19848 Prospect Road Saratoga, CA 95070 |
| 8 | Thursday, November 20, 2014 | 6:00pm-8:00pm | 9 | Neighborhood Center 208 E. Main Street Los Gatos, CA 95030 |
| Total Attendees | | | 133 | |

A combined total of 209 individuals attended both the community and regional forums.

Outreach

Approximately 4,847 entities, organizations, agencies, and persons were directly engaged via outreach efforts and asked to share materials with their beneficiaries, partners, and contacts. These stakeholders were also encouraged to promote attendance at the public forums and to solicit responses to the Regional Needs Survey. Stakeholder engagement included phone calls, targeted emails, newsletter announcements, social media posts, and personalized requests from jurisdiction staff.

Through these communications, stakeholders were invited to participate in one of the forums planned throughout the County and to submit survey responses. Each participating jurisdiction also promoted the regional forums and regional survey links on their respective websites and announced the Consolidated Plan process through their electronic mailing lists.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Approximately 1,225 printed flyers noticing the regional forums were distributed throughout the County, including at libraries, recreation centers, community meetings, and organizations benefiting LI residents and areas. These flyers were available online and in print in English and Spanish.

Multi-lingual, print advertisements in local newspapers were posted in the *Gilroy Dispatch* (English), *Mountain View Voice* (English), *El Observador* (Spanish), *La Oferta* (Spanish), *Thoi Bao* (Vietnamese), *Philippine News* (Tagalog), *World Journal* (Chinese) and *San Jose Mercury News* (English). In addition, an online display ad was placed in the *San Jose Mercury News* to reach readers electronically.

Each segment of the community outreach and planning process was transparent to ensure the public was aware its input was being collected, reviewed, and considered.

Forum Structure

The regional forums began with a welcome and introduction of the jurisdictional staff and consultant team, followed by a review of the forum's agenda, the purpose of the Consolidated Plan, and the goals of the regional forums. Next, the facilitator delivered an introductory presentation covering the Plan process, programs funded through HUD grants, what types of programs and projects can be funded, historical allocations, and recent projects.

After the presentation, participants were invited to engage in a gallery walk activity. Participants interacted with large "HUD Bucks" display boards, which encouraged them to think critically about community spending priorities in the County. Each display board presented a separate issue area: 1) Community Facilities, 2) Community Services, 3) Economic Development, 4) Housing, and 5) Infrastructure and Neighborhood Improvements. Participants were given \$200 "HUD Bucks" to spend on over 50 program choices they support within each issue area. This process encouraged participants to prioritize facilities, services, programs, and improvements within each respective category. Thus, the activity functioned as a budgeting exercise for participants to experience how federal funds are distributed among various programs, projects and services.

Directions to participants were to spend their \$200 HUD Bucks up to a limit indicated on each board. For example, because HUD enforces a 15 percent cap on public service dollars, the community services board included a limit of \$30 HUD Bucks to reflect this cap. (It should be noted that the infrastructure and housing boards both had a Fair Housing category, which may account for higher HUD Bucks allocations for fair housing.)

Following the HUD Bucks activity, the group was divided into small group breakout sessions to discuss community needs and fair housing. Participants dispersed into smaller break-out groups to gather public input on the needs and barriers with respect to the following categories, which mirrored the HUD Bucks categories: 1) Community Facilities, 2) Community Services, 3) Economic Development, 4) Housing, and 5) Infrastructure and Neighborhood Improvements.

Group facilitators encouraged participants to think critically about housing issues and community improvement needs within the County. The participants discussed and identified issues and concerns within their local communities and across the County. During these small group discussions, participants contributed creative and thoughtful responses to the following questions:

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Community Needs:

- What are the primary needs associated with:
 - Community Facilities
 - Community Services
 - Economic Development
 - Housing
 - Infrastructure and Neighborhood Improvements
- What services and facilities are currently in place to effectively address these needs?
- What gaps in services and facilities remain?

Fair Housing:

- Have you (or someone you know) experienced discrimination in housing choice, whether accessing rental housing or in purchasing a residence?
- What did you do, or would you do, if you were discriminated against in housing choice?

While responses generally centered on the specific sub-area of the County where the meeting was held (i.e., North, Central, or South County, or San Jose), county-wide issues also arose during the discussion. After the break-out session, participants reconvened to discuss these issues as a single group. The final part of the meeting included a report back, in which facilitators summarized the small group discussions. The facilitator then closed the meeting with final comments, next steps and a review of additional opportunities to provide public input.

The interactive format of the forums solicited strong participation, wherein all attendees were provided the opportunity to participate in the conversation. Translation services were provided at each forum.

Key Findings from Regional and Community Forums

The diversity of participants and organizations attending the regional and community forums led to a nuanced awareness of the housing and community improvement needs across the County. This section highlights key findings and ideas raised during the small group discussions organized by issue area. The key findings are based on the most frequently discussed needs, issues and priorities that were shared by forum participants. A detailed summary of the Regional Forums only can be found in the **Regional Outreach Process Summary** in the **Appendix**.

Primary Needs Associated with Each Issue Area

Community Services

- Address the needs for accessible and affordable transportation services throughout Santa Clara County
- Support food assistance and nutrition programs for low income families, seniors and disabled individuals
- Provide health care services to seniors and low income families
- Develop free, year-round programs and activities for youth (e.g., recreation programming, sports)
- Offer comprehensive services at homeless encampments (e.g., outreach, health, referrals)
- Provide mental health care services for homeless and veterans
- Support services to reduce senior isolation

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

- Assist service providers in meeting the needs of vulnerable populations through increased funding and information sharing

Housing

- Ensure availability of affordable housing, including transitional housing
- Provide legal services to protect fair housing rights and to mediate tenant/landlord legal issues
- Address affordable housing eligibility restrictions to expand the number of residents who can qualify
- Provide affordable rental housing for low income families, at-risk families and individuals with disabilities
- Fund additional homeless prevention programs
- Provide rental subsidies and assistance for low income families to support rapid re-housing

Community Facilities

- Increase the number of homeless facilities across the County
- Build youth centers and recreational facilities in different locations throughout the County
- Support modernization and rehabilitation of senior centers
- Coordinate information services to promote and leverage access to community facilities

Economic Development

- Increase employment services targeted towards homeless individuals, veterans, and parolees
- Provide access to apprenticeships and mentoring programs for at-risk youth
- Offer employment services such as job training, English language and capacity-building classes

Infrastructure and Neighborhood Improvements

- Promote complete streets to accommodate multiple transportation modes
- Focus on pedestrian safety by improving crosswalk visibility and enhancing sidewalks
- Expand ADA curb improvements
- Increase access to parks and open space amenities in low income neighborhoods

Key Findings from HUD Bucks Activity

Table 3: Top Three Overall Spending Priorities by Issue Area of Regional and Community Forums

| Priority | Housing | | Priority | Public Facilities |
|----------|------------------------------|--|----------|---------------------|
| 1 | Affordable Rental Housing | | 1 | Homeless Facilities |
| 2 | Senior Housing | | 2 | Senior Centers |
| 3 | Permanent Supportive Housing | | 3 | Youth Centers |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Priority | Public Services | | Priority | Economic Development |
|----------|-------------------|--|----------|------------------------|
| 1 | Homeless Services | | 1 | Employment Training |
| 2 | Senior Activities | | 2 | Job Creation/Retention |
| 3 | Transportation | | 3 | Small Business Loans |

| Priority | Infrastructure/Neighborhood Improvements |
|----------|--|
| 1 | Fair Housing |
| 2 | Streets/Sidewalks |
| 3 | ADA Improvements |

Regional Needs Survey

A Regional Needs Survey was conducted to solicit input from residents and workers in the County of Santa Clara. Respondents were informed that the Santa County Entitlement Jurisdictions were updating their Consolidated Plans for federal funds that primarily serve low-to moderate income residents and areas. The survey polled respondents about the level of need in their neighborhoods for various types of improvements that can potentially be addressed by entitlement funds.

To give as many people as possible the chance to voice their opinion, emphasis was placed on making the survey widely available and gathering a large number of responses rather than administering the survey to a controlled, statistically representative pool. Therefore, the survey results should be views as an indicator of the opinions of the respondents, but not as representing the opinions of the County population as a group.

The survey was distributed through a number of channels to gather responses from a broad sample. It was made available in printed format, as well as electronic format via Survey Monkey. Electronic responses could be submitted via smartphone, tablet, and web browsers. The survey was available online and in print in English and Spanish, and in print in simplified Chinese, Tagalog, and Vietnamese.

Responses were solicited in the following ways:

- Links to the online survey in both English and Spanish were placed on the websites of each Entitlement Jurisdiction.
English: https://www.surveymonkey.com/s/SCC_Regional_Survey
Spanish: https://es.surveymonkey.com/s/SCC_Regional_Survey_Spanish
- Approximately 4,847 entities, organization, agencies, and persons were directly targeted in the outreach efforts and requested to share project materials with their beneficiaries, partners, and contacts. Engagement included direct phone calls and targeted emails with outreach flyers as attachments.
- Approximately 1,225 printed flyers noticing the regional survey were printed and distributed throughout the County, including at libraries, recreation centers, community meetings, and organizations benefiting LI residents and areas. These flyers were available online and in print in English and Spanish.
- Multi-lingual, print advertisements in local newspapers were posted in the *Gilroy Dispatch* (English), *Mountain View Voice* (English), *El Observador* (Spanish), *La Oferta* (Spanish), *Thoi Bao* (Vietnamese), *Philippine News* (Tagalog), *World Journal* (Chinese)

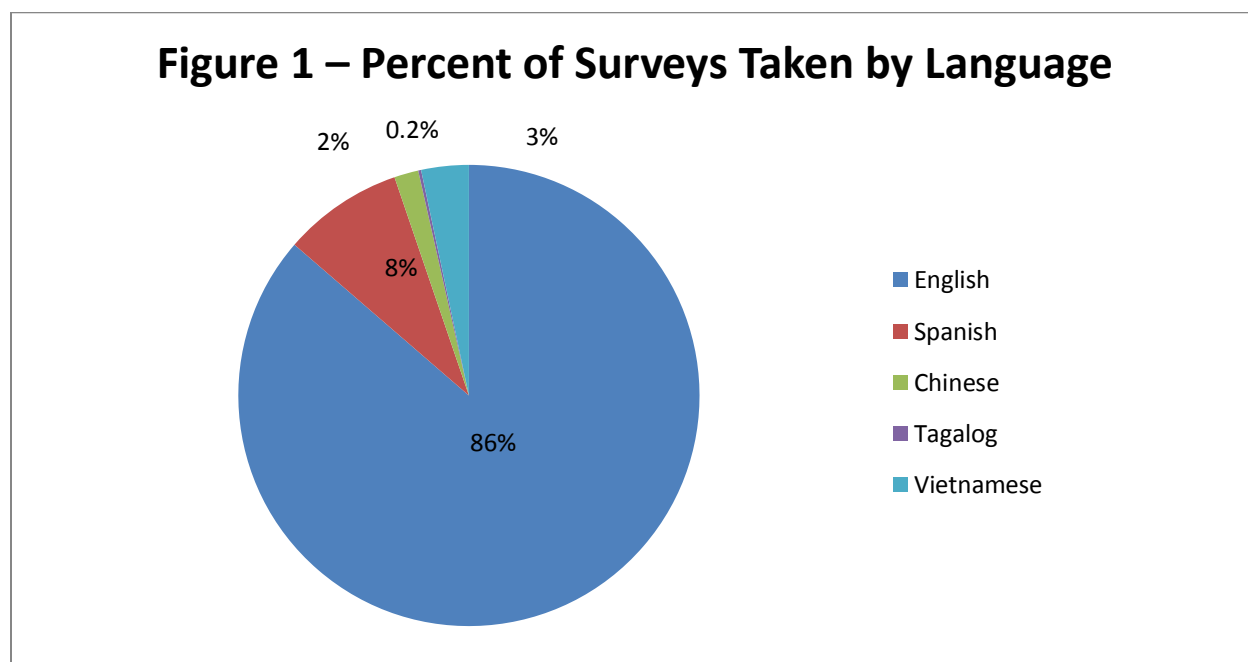
DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

and *San Jose Mercury News* (English). In addition, an online display ad was placed in the *San Jose Mercury News* to reach readers electronically.

- The survey was widely shared on social media by elected officials, organizations, entities, and other individuals. An estimated 25,000 persons on Facebook and 11,000 persons on Twitter were engaged. (This represents the number of “Likes” or “Followers” of each person/entity that posted a message about the survey or forum.)
- At least 3,160 printed surveys were printed and distributed throughout the County at libraries, community meetings, and organizations benefiting LI residents and areas.

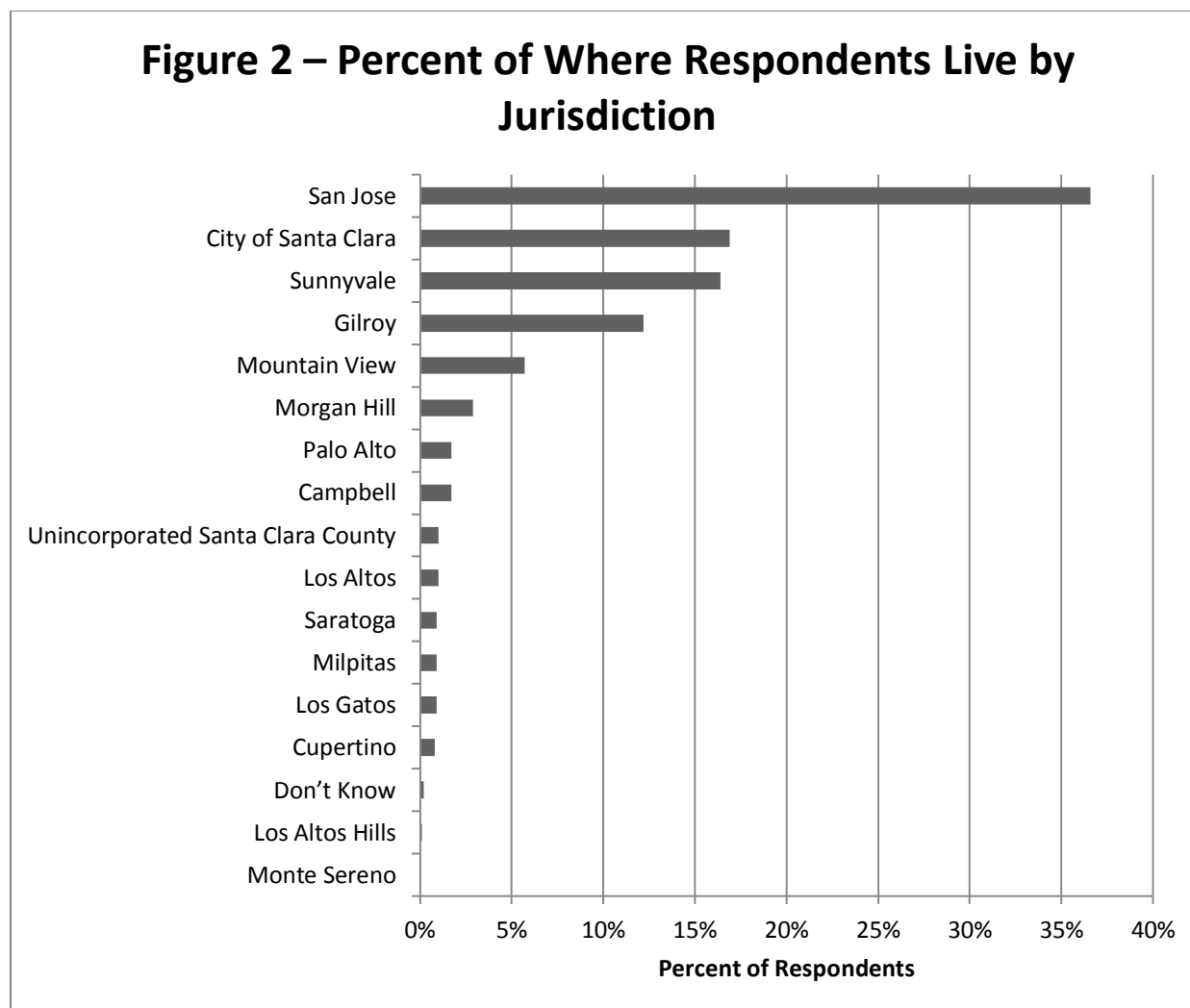
Survey Results

A total of 1,472 survey responses were collected from September 19, 2014 to November 15, 2014, including 1,078 surveys collected electronically and 394 collected on paper. The surveys were available in five languages. Of these surveys, 1,271 individuals responded in English, 124 individuals responded in Spanish, 25 individuals responded in simplified Chinese, 49 individuals responded in Vietnamese, and three individuals responded in Tagalog. **Figure 1** shows the percentage of individuals who responded to the survey organized by language.



Of the individuals who responded to the survey, 1,401 indicated they live in the County of Santa Clara and 62 indicated they do not live in the County. Respondents who live within the County jurisdictions mainly reside in San Jose (36%), followed by the city of Santa Clara (17%), Sunnyvale (16%), Gilroy (12%), and Mountain View (6%). The remaining individuals live within the jurisdictions of Morgan Hill, Palo Alto, Campbell, Unincorporated Santa Clara County, Los Altos, Saratoga, Milpitas, Los Gatos, Cupertino, Los Altos Hills, and Monte Sereno. **Figure 2** shows a city-by-city analysis of where respondents live.

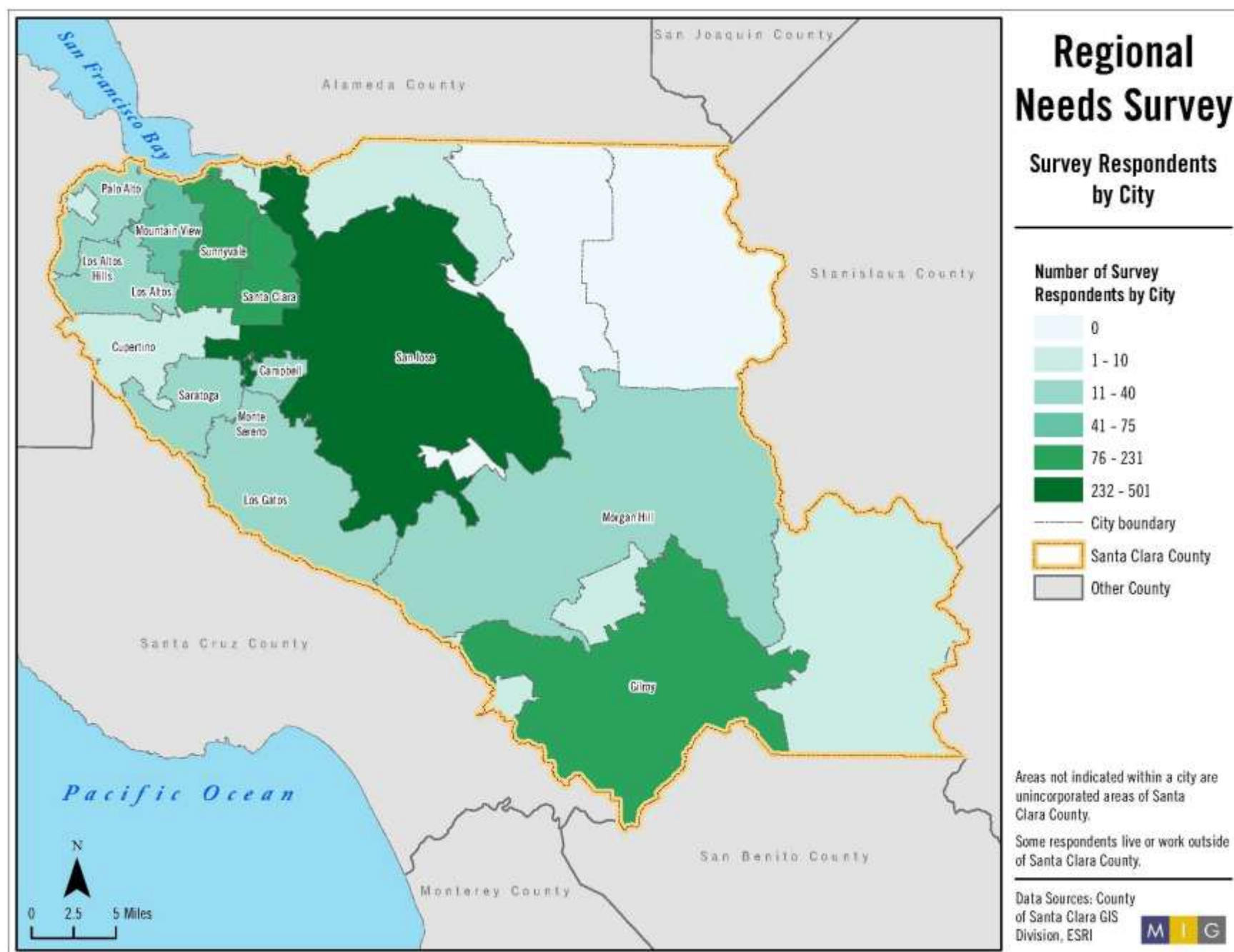
DRAFT Sunnyvale FY 2015-2020 Consolidated Plan



In addition, the survey polled respondents on whether they worked within any of the County jurisdictions. The percentage of individuals working in the County of Santa Clara (74%) indicated they worked primarily in these jurisdictions: San Jose (40%), the city of Santa Clara (13%), Gilroy (8%), and Mountain View (8%), with the remainder in other jurisdictions.

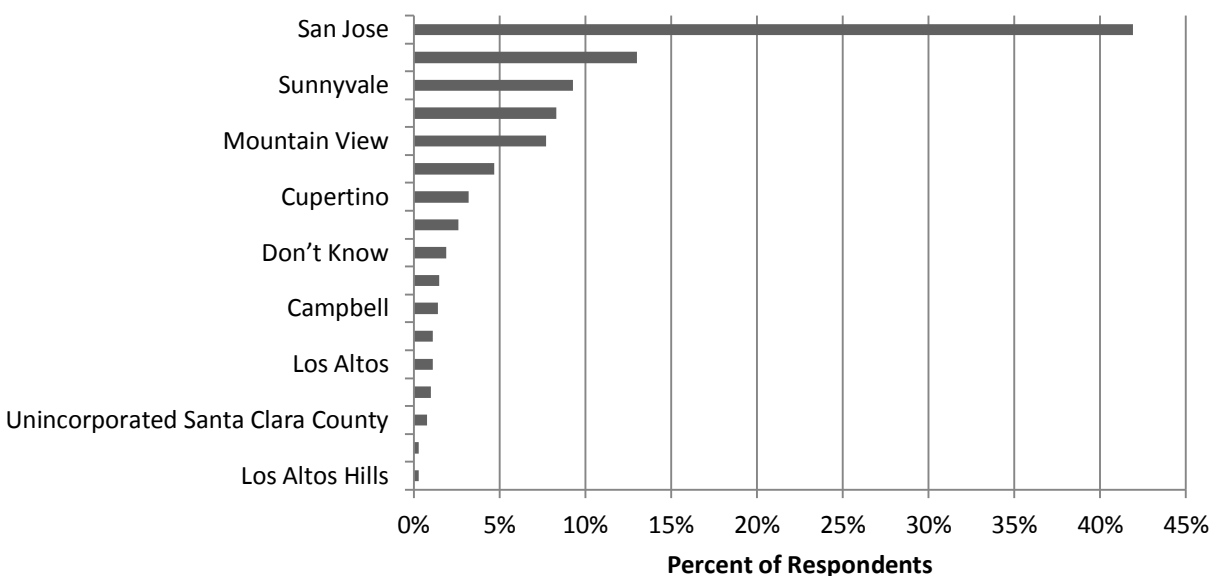
On the following page, **Figure 3** presents a GIS map that illustrates the number of survey respondents by jurisdiction.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan



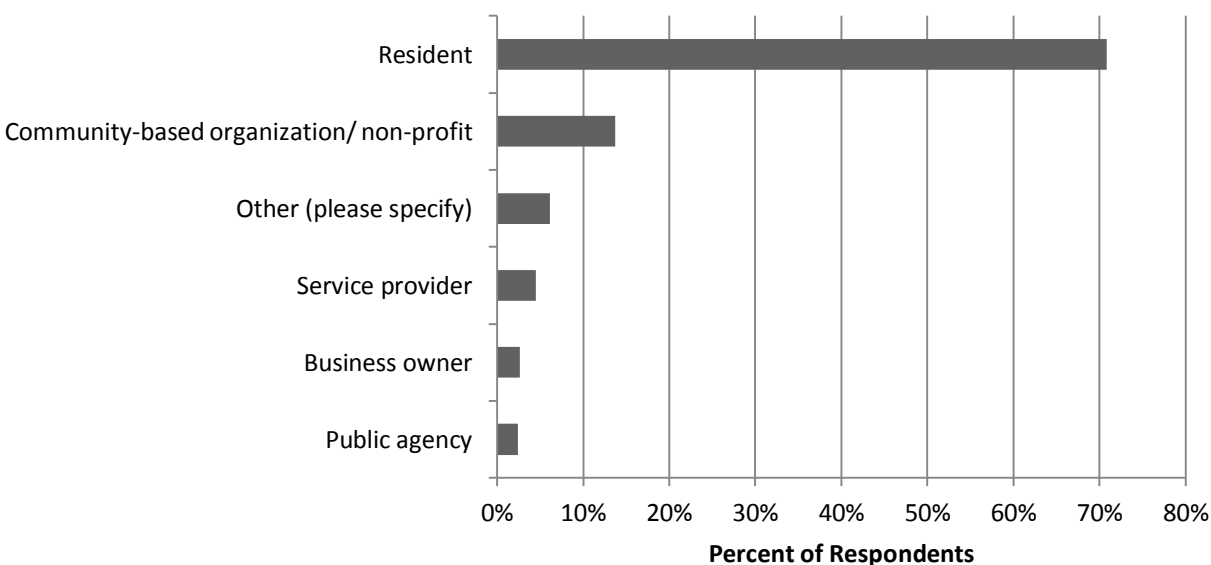
DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Figure 4 – Percent of Where Respondents Work by Jurisdiction



Respondents were primarily residents (70%), but also Community-Based Organizations (14%), Service Providers (5%), Business Owners (3%), and Public Agencies (2%). The remaining 6% of respondents indicated “Other” for their response. Many of the “Other” respondents specified themselves as homeless, educators, developers, retired, landlords, or property managers. More detailed information about respondents can be seen in **Figure 5**.

Figure 5 –Percent of Respondents by Category



DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Survey Ranking Methodology

Respondents designated the level of need they perceived for a particular type of activity as low, medium, high, or “don’t know.” This rating system was chosen to simplify responses and better gauge the level of need. To maintain consistency, the low, medium, high, and “don’t know” rating system was used throughout the survey.

Need Ratings in Overall Areas

The survey asked respondents to rate the level of need for 63 specific improvement types that fall into five distinct categories. These five categories were: Housing, Public Facilities, Infrastructure and Neighborhood Improvements, Public Services, and Economic Development. The level of need indicated within these categories provides additional insight into broad priorities.

Respondents rated the level of need in their neighborhood in five overall areas:

1. Create additional affordable housing available to low income residents
2. Improve non-profit community services (such as senior, youth, health, homeless, and fair housing services)
3. Create more jobs available to low income residents
4. Improve city facilities that provide public services (such as parks, recreation or senior centers, parking facilities, and street improvements)
5. Other

Table 7 below shows the percentage of respondents who rated each overall need as high.

Table 7 – Overall Areas: High Level of Need

| Overall Need Area | High Level of Need |
|---|--------------------|
| Create additional affordable housing available to low-income residents | 62.1% |
| Improve non-profit community services (such as senior, youth, health, homeless, and fair housing services) | 54.7% |
| Create more jobs available to low-income residents | 52.5% |
| Other | 46.3% |
| Improve city facilities that provide public services (such as parks, recreation or senior centers, parking facilities, and street improvements) | 37.1% |

In addition to the four overall need areas, 373 respondents provided open-ended feedback through the “Other” survey response option. Below are the key themes and needs identified by survey respondents, organized by categories of need.

Economic Development

- Increase funding for senior services
- Provide financial assistance for small business expansion

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

- Develop jobs for working class
- Ensure workers are given a living wage

Public Facilities

- Provide more public facilities for homeless
- Expand library operation hours
- Build more parks to encompass people of all ages
- Develop cultural and arts community center
- Improve school infrastructure through extensive remodeling
- Build higher quality schools

Housing

- Increase availability of senior housing
- Provide housing for LGBT/HIV population
- Create housing for median income population
- Provide more subsidized housing for disabled population

Public Services

- Expand supportive services for the homeless population
- Provide affordable daycare options
- Increase availability of healthcare services
- Expand youth engagement activities
- Ensure transportation for seniors is accessible and affordable
- Expand transportation services to unincorporated areas of the County
- Address the middle class' inability to access services due to the inability to qualify for low income services
- Increase availability of senior services
- Expand crime prevention and enhance gang reduction programs
- Address resident fears of making too much money to qualify for low-income services

Infrastructure

- Address climate change through infrastructure improvements
- Address flooding through street improvements
- Improve and expand bike infrastructure
- Improve and expand pedestrian infrastructure including sidewalks and crosswalks

Highest Priority Needs

Top priority needs within all categories are described below based on the highest percentage of respondents for each improvement item. **Table 8** summarizes the ten highest priority needs and the percentage of respondents that selected the particular need.

- Among the five need categories, “increase affordable rental housing inventory” was rated as the highest need. More than 63% of individuals indicated this category as “high level of need.”
- Four housing needs appear among the top ten priorities on this list: 1) increase affordable rental housing inventory, 2) rental assistance for homeless, 3) affordable housing located near transit, and 4) housing for other special needs.
- Homeless facilities and facilities for abused, abandoned and/or neglected children both appear among the ten highest level of needs, ranked third and seventh, respectively.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

- Job training for the homeless received the eighth highest level of need, which is the only economic development priority to make the top ten priorities.
- Three public service improvements appear among the top ten priorities, including emergency housing assistance, access to fresh and nutritious foods, and homeless services.

Table 8 – Ten Highest Priority Needs in All Categories

| Priority Rank | Category | Specific Need | Percentage of Respondents |
|---------------|----------------------|---|---------------------------|
| 1 | Housing | Increase affordable rental housing inventory | 63.1% |
| 2 | Public Service | Emergency housing assistance to prevent homelessness, such as utility and rental assistance | 52.3% |
| 3 | Public Facilities | Homeless facilities (temporary housing and emergency shelters) | 51.3% |
| 4 | Housing | Rental assistance for the homeless | 51.0% |
| 5 | Public Services | Access to fresh and nutritious foods | 49.8% |
| 6 | Public Services | Homeless services | 49.6% |
| 7 | Public Facilities | Facilities for abused, abandoned and/or neglected children | 49.5% |
| 8 | Economic Development | Job training for the homeless | 48.8% |
| 9 | Housing | Affordable housing located near transit | 48.6% |
| 10 | Housing | Housing for other special needs (such as seniors and persons with disabilities) | 48.0% |

Housing Needs

Respondents rated the need for 13 different housing-related improvements in their neighborhoods. The five highest priorities in this area were:

1. Increase of affordable rental housing inventory
2. Rental assistance for the homeless
3. Affordable housing located near transit
4. Housing for other special needs
5. Permanent supportive rental housing for the homeless

The table below shows the highest level of need for each of the housing-related improvements and the share of respondents who rated each category as “high level” of need.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 9 – High Level of Need for Specific Housing Improvements

| Priority Rank | Housing: High Level of Need | Share of Respondents |
|---------------|---|----------------------|
| 1 | Increase affordable rental housing inventory | 63.1% |
| 2 | Rental assistance for the homeless | 51.0% |
| 3 | Affordable housing located near transit | 48.6% |
| 4 | Housing for other special needs (such as seniors and persons with disabilities) | 48.0% |
| 5 | Permanent supportive rental housing for the homeless | 46.8% |
| 6 | Energy efficiency and sustainability improvements | 41.6% |
| 7 | Healthy homes | 37.5% |
| 8 | Down-payment assistance to purchase a home | 33.8% |
| 9 | Code enforcement, in coordination with a neighborhood plan | 33.4% |
| 10 | Housing accessibility improvements | 29.7% |
| 11 | Rental housing rehabilitation | 27.7% |
| 12 | Emergency home improvement/repair | 24.9% |
| 13 | Owner-occupied housing rehabilitation | 18.5% |

Public Facilities

Respondents rated the level of need for 14 public facility types in their neighborhoods. The six highest priorities in this area were:

1. Homeless facilities
2. Facilities for abused, abandoned and/or neglected children
3. Educational facilities
4. Mental health care facilities
5. Youth centers
6. Drop-in day center for the homeless

The table below shows the highest level of need for each of the public facilities types and the share of respondents who rated each category as “high level” of need.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 10 – High Level of Need for Specific Public Facility Types

| Priority Rank | Public Facilities: High Level of Need | Share of Respondents |
|---------------|--|----------------------|
| 1 | Homeless facilities (temporary housing and emergency shelters) | 51.3% |
| 2 | Facilities for abused, abandoned and/or neglected children | 49.5% |
| 3 | Educational facilities | 46.9% |
| 4 | Mental health care facilities | 45.5% |
| 5 | Youth centers | 42.6% |
| 6 | Drop-in day center for the homeless | 41.2% |
| 7 | Healthcare facilities | 39.0% |
| 8 | Child care centers | 35.4% |
| 9 | Recreation facilities | 33.2% |
| 10 | Parks and park facilities | 32.2% |
| 11 | Centers for the disabled | 32.0% |
| 12 | Senior centers | 29.9% |
| 13 | Parking facilities | 22.5% |
| 14 | Facilities for persons with HIV/AIDS | 20.5% |

Public Services

Respondents rated the level of need for 23 public service improvements in their neighborhoods. The five highest priorities in this area were:

1. Emergency housing assistance to prevent homelessness
2. Access to fresh and nutritious foods
3. Homeless services
4. Abused, abandoned and/or neglected children services
5. Transportation services

The table below shows the highest level of need for each type of public services and the share of respondents who rated each category as “high level” of need.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 11 – High Level of Need for Specific Public Services

| Priority Rank | Public Services: High Level of Need | Share of Respondents |
|----------------------|--|-----------------------------|
| 1 | Emergency housing assistance to prevent homelessness – such as utility and rental assistance | 52.3% |
| 2 | Access to fresh and nutritious foods | 49.8% |
| 3 | Homeless services | 49.6% |
| 4 | Abused, abandoned and/or neglected children services | 46.5% |
| 5 | Transportation services | 46.4% |
| 6 | Mental health services | 46.4% |
| 7 | Youth services | 44.1% |
| 8 | Crime awareness/prevention services | 44.0% |
| 9 | Employment training services | 43.4% |
| 10 | Neighborhood cleanups (trash, graffiti, etc.) | 42.9% |
| 11 | Services to increase neighborhood and community engagement | 40.6% |
| 12 | Financial literacy | 39.3% |
| 13 | Battered and abused spouses services | 37.9% |
| 14 | Food banks | 36.7% |
| 15 | Veteran services | 36.7% |
| 16 | Fair housing activities | 36.5% |
| 17 | Child care services | 36.0% |
| 18 | Senior services | 35.8% |
| 19 | Disability services | 35.4% |
| 20 | Tenant/landlord counseling services | 30.8% |
| 21 | Legal services | 30.1% |
| 22 | Housing counseling for homebuyers and owners | 24.4% |
| 23 | Lead-based paint/lead hazard screens | 19.1% |
| 24 | Services for persons with HIV/AIDS | 18.7% |

Economic Development

Respondents rated the level of need for five economic development areas in their neighborhoods. The three highest priorities in this area were:

1. Job training for homeless
2. Financial assistance for low income residents for small business expansion and job creation
3. Storefront improvements in low income neighborhoods

The table below shows the highest level of need for each of the economic development areas and the share of respondents who rated each category as “high level” of need.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table 12 – High Level of Need for Specific Economic Development Areas

| Priority Rank | Economic Development: High Level of Need | Share of Respondents |
|---------------|---|----------------------|
| 1 | Job training for the homeless | 48.8% |
| 2 | Financial assistance for low-income residents for small business expansion and job creation | 35.3% |
| 3 | Storefront improvements in low-income neighborhoods | 33.9% |
| 4 | Microenterprise assistance for small business expansion (5 or fewer employees) | 24.1% |
| 5 | Public improvements to commercial/industrial sites | 20.3% |

Infrastructure and Neighborhood

Respondents rated the level of need for 15 infrastructure and neighborhood improvements within their neighborhoods. The five highest priorities in this area were:

1. Cleanup of contaminated sites
2. Street improvements
3. Lighting improvement
4. Sidewalk improvements
5. Water/sewer improvements

The table below shows the highest level of need for each of the infrastructure and neighborhood improvements and the share of respondents who rated each category as “high level” of need.

Table 13 – High Level of Need for Specific Infrastructure and Neighborhood Improvements

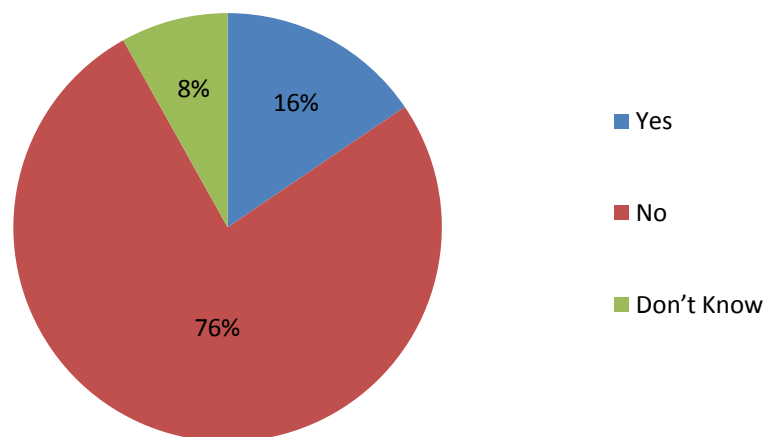
| Priority Rank | Infrastructure and Neighborhood: High Level of Need | Share of Respondents |
|---------------|---|----------------------|
| 1 | Cleanup of contaminated sites | 44.9% |
| 2 | Street improvements | 41.1% |
| 3 | Lighting improvements | 35.7% |
| 4 | Sidewalk improvements | 35.2% |
| 5 | Water/sewer improvements | 34.7% |
| 6 | Community gardens | 31.5% |
| 7 | Stormwater and drainage improvements | 30.2% |
| 8 | Slowing traffic speed | 29.8% |
| 9 | New or renovated playgrounds | 29.4% |
| 10 | Trails | 28.8% |
| 11 | Acquisition and clearance of vacant lots | 26.4% |
| 12 | ADA accessibility to public facilities | 23.0% |
| 13 | Neighborhood signage | 21.7% |
| 14 | Landscaping improvements | 19.5% |
| 15 | Public art | 18.7% |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Fair Housing

Respondents were asked to answer a series of questions related to Fair Housing. Four questions were used to gauge each individual's experience with housing discrimination.

Figure 6 – Percent of Individuals Who Have Experienced Housing Discrimination in Santa Clara County



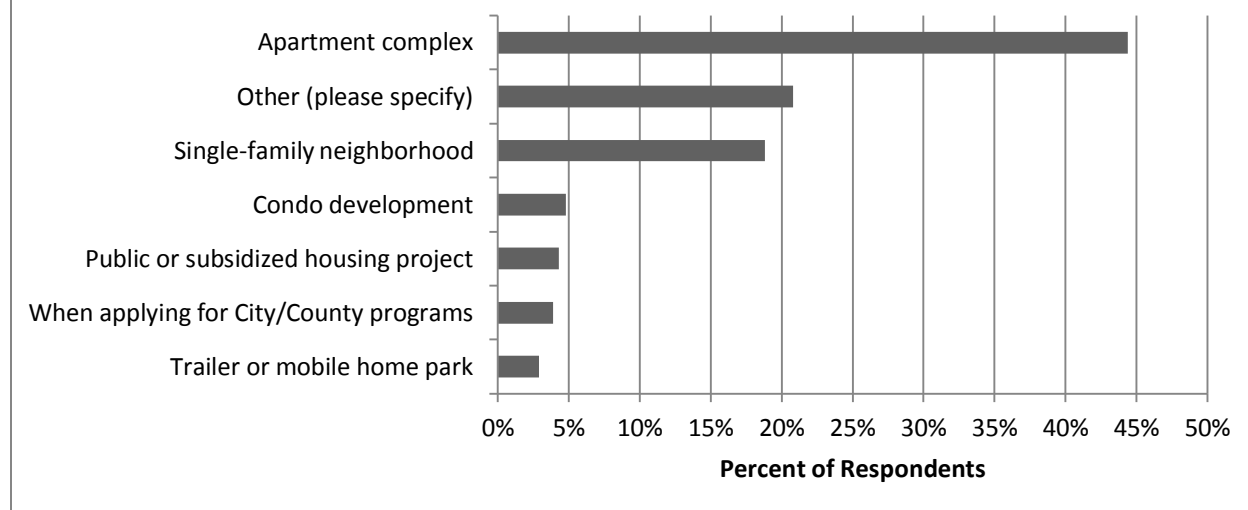
Of the 1,472 total respondents, 192 (16%) said they have experienced some form of housing discrimination. The majority of discrimination occurred within an apartment complex (19%). The next highest location for discrimination was indicated by the "Other" category. Within this category, duplexes, condos, and private renters were the most commonly indicated. Many respondents who selected "Other" expressed experiencing discrimination in multiple locations. The three highest locations of discrimination were:

- Apartment Complex
- Other
- Single-family neighborhood

The figure below shows where respondents experienced discrimination.

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Figure 7 – Locations Where Respondents Reported Experiencing Discrimination

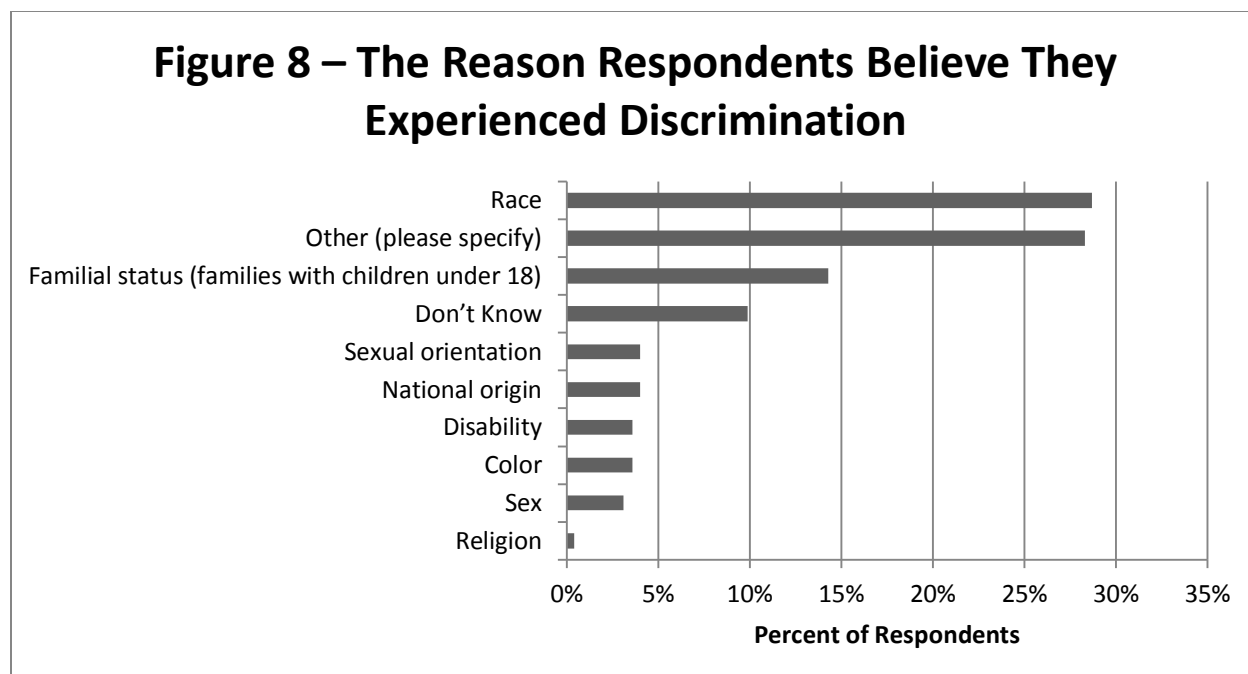


The majority of respondents (29%) who experienced discrimination indicated that race was the primary factor for that discrimination. Respondents selected “Other” as the next highest basis of discrimination. Within the “Other” category respondents indicated race, inability to speak English, religion, credit, and marital status as the cause for discrimination. The three highest basis of discrimination were:

1. Race
2. Other
3. Familial Status

The **Figure 8** below depicts what respondents believe is the basis for discrimination they have experienced.

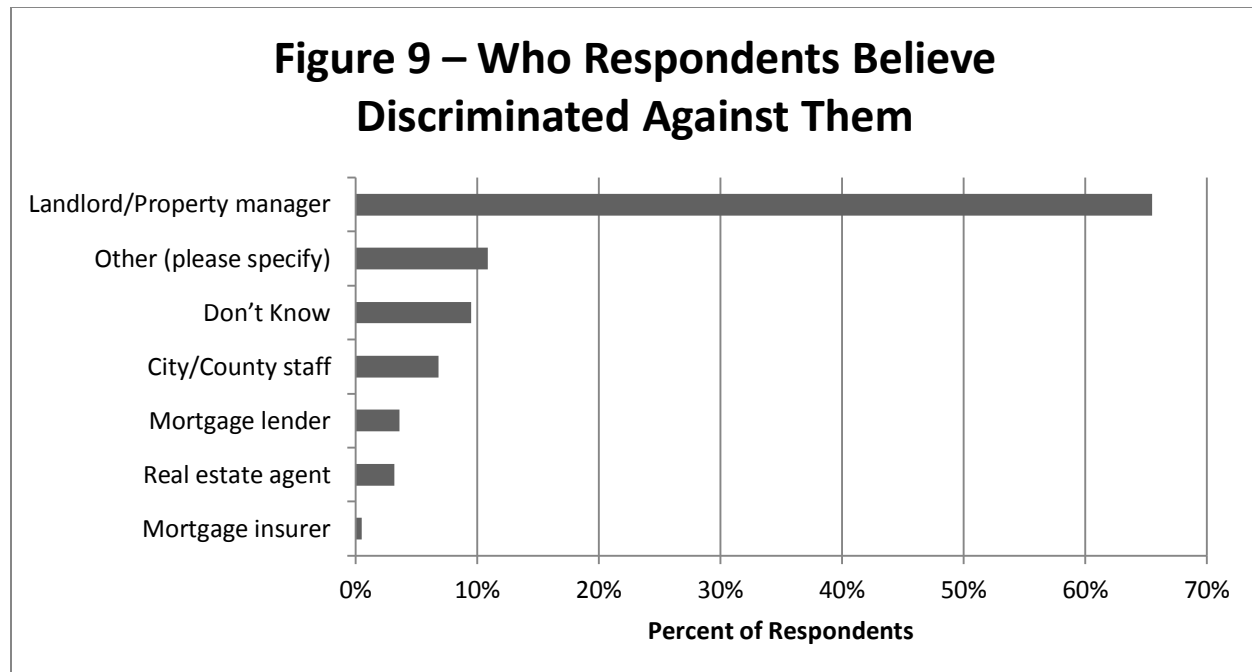
DRAFT Sunnyvale FY 2015-2020 Consolidated Plan



Respondents were then asked to identify who they felt had discriminated against them. The majority of respondents (66%) indicated they were discriminated against by a landlord or property manager. Respondents selected “Other” as the next highest category of who discriminated against them. Within the “Other” selection respondents indicated they experienced discrimination from landlords, property managers, existing residents, and home owner associations. The three highest categories that respondents believed discriminated against them were:

1. Landlord/Property Manager
2. Other
3. Don't Know

Figure 9 on the following page illustrates who respondents believe is responsible for the discrimination they have experienced.

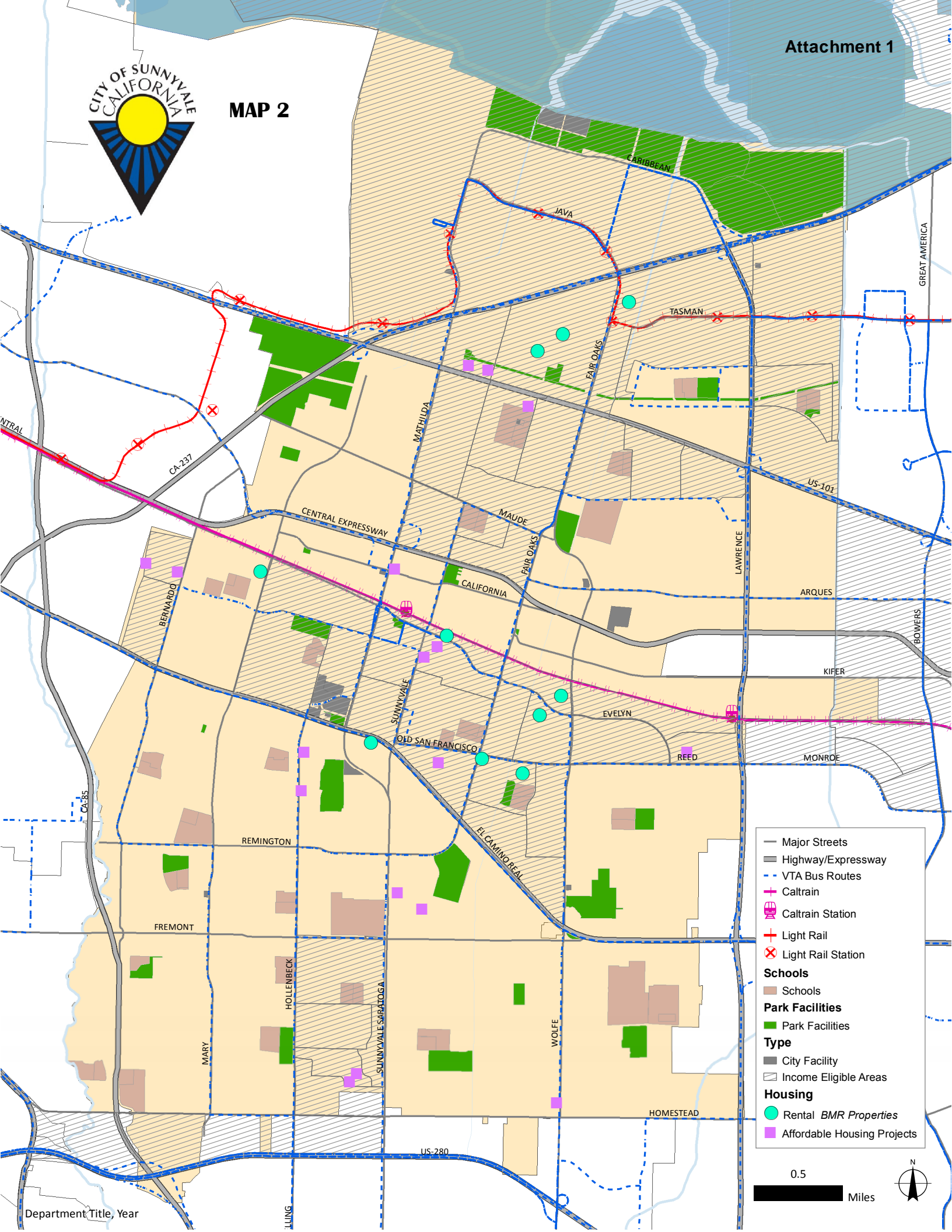
DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

MAP 2:
Community Assets, Lower-Income Census Tracts, and
Affordable Rental Housing Locations

Map is on the following page.



MAP 2



DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Written Comments Received

NORTH COUNTY
(650) 969-8656

SOUTH COUNTY
(408) 847-7252



SALA
Senior Adults Legal Assistance

Attachment 1
CENTRAL
OFFICE
160 EAST VIRGINIA ST.
SUITE 260
SAN JOSE, CA 95112
(408) 295-5991
FAX: (408) 295-7401

October 22, 2014

Suzanne Ise
Katrina Ardina
City of Sunnyvale, Community Development Department
456 W. Olive Avenue
Sunnyvale, CA 94086

RE: Priority Needs in Sunnyvale for 2015-2016/2016-2017 Human Services

Dear Ms. Ise and Ms. Ardina,

Senior Adults Legal Assistance (SALA) submits these comments regarding priority Human Needs for the 2015-2016/2016-2017 Human Services Funding Cycle. We thank you for inviting us to submit these comments. We request that our letter be distributed to the Commission and that these written comments become part of that hearing record.

We understand the Commission is interested in information about priority needs for which the City's Human Services funding might be used for the next two year funding cycle. The need for Legal Assistance for seniors who are low income and at-risk is one such area that is currently identified in Sunnyvale's 2010-2015 HUD Consolidated Plan under Goal C, Objective #1 D "*other specialized supportive services as may be requested by the community, such as ...legal assistance for seniors.*"

We support the staff recommendation that the Commission adopt Alternative 1 approving priority human service needs as described in the current 2010-2015 Consolidated Plan, because this includes legal assistance for seniors under the Other Specialized Supportive Services category. However we note that we also deliver critical "safety net" services that assist seniors to meet their basic needs by ensuring their access to public benefits to pay for their necessities or by preventing the loss of their shelter/housing as a result of evictions, housing discrimination, or discharges from care facilities. We hope that the funding targets for each category will allow for flexibility for projects that address needs in more than one category to respond to the number of qualified applicants per category.

We also hope the Commission will support the staff recommendation regarding Alternative 3 to set aside and confirm the annual appropriation of \$100,000 in General Funds for Supplemental Human Services.

The remainder of this letter documents the need for legal assistance for seniors and provides information about the legal services SALA provided to Sunnyvale residents in FY 2011-12, in particular how these services impacted their lives. That information will also demonstrate that legal issues are often imbedded in many areas of service essential to the elder population's daily survival.

THE NEED FOR LEGAL ASSISTANCE FOR SENIORS

We preface this section by noting that Legal Assistance provides support to elders across numerous fields of human service, so the need for this service tends to be under-reported and under-ranked as a priority when funders conduct needs assessments. For the foregoing reason, our comments are limited to the need for Legal Assistance by elders. The limitation of our comments to this need area should not be construed as our position regarding the relative merits of any other human service needs in Sunnyvale or as an indication that we believe that they are not important needs as well.

A. Documentation of Need from Local Needs Assessments

Needs reports prepared by Council on Aging Silicon Valley (now known as Sourcewise) and by the County of Santa Clara provide documentation of the critical need for accessible and affordable legal services for local elders, in particular for those seniors that are low income or at risk (SALA's target population), to keep them independent and to prevent their abuse, conservatorship, or premature institutionalization. Specifically, the Council on Aging (COA) Area Plan on Aging 2009-2012 notes that legal assistance is a priority need *"to help older persons to obtain services and benefits including protective services for financial abuse, competence and conservatorship"*. COA's Area Plan on Aging 2012-16 affirms that legal services are a priority service and notes such services *"are crucial in helping keep seniors in their homes"* and *"are absolutely vital to those in need of them."*

Unmet Civil Legal Needs of Indigent Residents of Santa Clara County, a report prepared for the Santa Clara County Board of Supervisors in August 2001, confirms the findings of the COA and notes: *"legal representation and counsel can be essential to the elderly and their families in gaining access to health, income, and social services."* A Community for Life, the ten year strategic plan on aging completed by the County of Santa Clara and City of San Jose in February 2005, identifies the availability of legal assistance at senior centers as a *"key service need"*. In fact, this needs assessment states that when asked which programs and activities they would like senior centers to offer, legal services was one of three services that was identified by more than one half of the older adults that participated in the telephone survey that was conducted in conjunction with this report.

Most recently, the report entitled Santa Clara County Seniors' Agenda: A Quality of Life Assessment, prepared for the Board of Supervisors in April 2012, identified legal assistance and elder abuse prevention as key service/safety net needs locally, noting SALA *"is the only non-profit elder law office in the county focused on the legal needs of seniors"* and that SALA's target population includes *"seniors who are most likely at risk for abuse, exploitation, and institutionalization"*.

The Senior's Agenda report further states that one of the big challenges to providing free legal services to seniors are the drastic reductions in funding that have taken place and increased over the last several years, noting that two major consequences of reduced funding are an increase in the waiting lists and a decrease in the number of clients to be served. Significantly, waiting times for SALA appointments at many of the agency's community based sites average a minimum of 2 months, with seven sites currently booking SALA appointments well into 2014.

The need for legal services, as well as other supportive services for seniors, will continue to grow along with the older population's growth. United Way's recent *Community Impact Report* notes that the older population is expected increase from 11% to nearly 27% of the County's population by 2040. It also states that *"the growing number of older adults will undoubtedly require an increase in human services delivered to this population."*

Based upon the sources cited above, we believe there is sufficient documentation that Legal Assistance continues to be a need that is critical to the lives and well being of elders in Sunnyvale, particularly those that are at-risk and/or low-income. We also believe this documentation supports the conclusion that Legal Assistance is a key access service for this population and their families or caregivers. The above-referenced needs reports could also support the interpretation that Legal Assistance is the most critical of access services for older adults because, as the provider of "last resort," Legal Assistance is necessary to enforce elders' rights to services and public benefit entitlements after preliminary access has been denied. These needs reports also identify the critical linkage between Legal Assistance and Protective Services (including prevention of elder abuse and conservatorship), yet another factor that should support the ranking of Legal Assistance as a critical service need of Sunnyvale elders.

B. Documentation of Need from SALA

SALA is the only agency in Santa Clara County designated by Council on Aging Silicon Valley to provide free legal services exclusively to elders under the Older Americans Act. SALA is also the only provider of free legal services with a physical presence in Sunnyvale, making our services accessible locally to Sunnyvale seniors. Specifically, SALA currently provides services at least twice monthly at the offices of Sunnyvale Community Services.

Consistent with the mandate of the Older Americans Act, SALA targets our legal services to elders countywide and in Sunnyvale who have low incomes, are frail, or are at-risk of abuse, isolation or institutionalization. Due to their low-income status, many of SALA's target clients are underserved because they struggle to provide for their basic needs (food, medical, housing, transportation) and cannot pay a private attorney \$500 an hour. Our target clientele is also at higher risk (in Greater Social Need) due to the characteristics (age 75/+ or disabled) many exhibit that are cited below.

Statistics for SALA clients from Sunnyvale provide support for the assessment that Legal Assistance is critical to the lives and well being of the most vulnerable and at-risk elders in Sunnyvale. Specifically, for 2011-11 SALA provided free legal services to **more than 100 unduplicated Sunnyvale residents** age 60 or older. Most had characteristics that put them in great economic need or at some level of being "at risk" of abuse, isolation, conservatorship, or premature institutionalization as noted below:

- **51% were extremely low income** (incomes at or below 30% of the county median)
- An additional **20% were very low income** (incomes at or below 50% of the county median).
- **46% were age 75 or older** (placing them at higher risk according to the Older Americans Act)
- **50% were disabled** (placing them at higher risk according to the Older Americans Act).

The critical role that SALA plays in the lives of elders is also illustrated by the types of legal problems for which they request our assistance. These requests address a broad spectrum of issues including (1) **legal planning for incapacity/end stages of life** to maintain independence and prevent conservatorship, (2) **housing and public benefits** (e.g. Social Security, SSI, Medicare, Medi-Cal) to meet their basic needs, and (3) **prevention of elder abuse**.

We note that **legal planning for incapacity** or later stages in life is a great concern for the Sunnyvale residents we serve, as well as for our clients countywide. This advance planning assists seniors to appoint caregivers of their choice to step in and manage their health care and personal

care, as well as their financial matters, when they can no longer do so enabling them to age in place for as long as possible and to avoid court ordered conservatorships. This planning is also helpful to their family or caregivers because they can legally step in and manage our clients' affairs when our clients lack capacity to do so without having to petition the court to appoint them as a conservator.

While legal planning for the future is an ongoing client concern, a significant percentage of the clients we see are in crisis. These include seniors whose **basic needs** (housing, public benefits, medical or nursing care) are in jeopardy or who are victims of **elder abuse/domestic violence**. Last year client matters related to **basic needs** (Housing, Public Benefits, Nursing Home/Residential Care) comprised **37%** of the requests for assistance in countywide and **elder abuse** made up another **11%** of these matters.

The low income status for the Sunnyvale clients served by SALA last year, as well as the low income status for our clients countywide, indicates economic security and difficulty making ends meet is also an issue for many, so not surprisingly **debt collection** or assistance with **consumer/finance** matters comprised **10%** of the countywide requests for SALA's assistance last year.

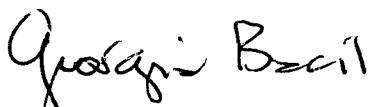
We close this section by noting that the increasing need for Legal Assistance for seniors over the past decade has created a demand that far exceeds the existing service levels of SALA, the sole provider of such services locally. Moreover, funding for SALA's services has not keep up with the demand, creating waiting times for an appointment with SALA at many of our 20+ appointment locations that now average one to two months. The Santa Clara County Senior Agenda report notes that this will only get worse: *"The coming "age wave" will increase the demand for these [legal] services and currently service providers are fighting for their own survival while attempting to advocate for seniors"*

SUMMARY

We believe that we have demonstrated that Legal Assistance continues to be a need that is critical to the lives and well being of elders in Sunnyvale, particularly those that are low income or at risk. The importance of Legal Assistance in the area of Incapacity/End of Life Planning and Elder Abuse is also documented, as is the role of Legal Assistance as a "safety net" service and key access service to ensure elders' adequate income, housing, basic necessities, safety, and independence.

We thank you again for the opportunity to submit these comments.

Respectfully submitted,



Georgia Bacil
Directing Attorney

Dear Housing and Human Services Commission,

I am sorry I am unable to attend the meeting tonight I'm in Sacramento at the Long Term Care Ombudsman Managers meeting.

Good evening, thank you for the opportunity to tell you about the LTC Ombudsman Program at Catholic Charities of Santa Clara County, also to thank the City of Sunnyvale for your past and continued support of the Ombudsman Program.

The Ombudsman is the **Advocate** for the most **vulnerable citizens of your city** – those who live in Nursing Homes and Assisted Living Facilities. We advocate for the dignity, rights and needs of seniors and disabled in those facilities.

This is an **unduplicated service** in Santa Clara County – no other program has **24/7 access** to residents in facilities. All are required by law to have our posters in their facilities.

The Long Term Care Ombudsman Program (LTCOP) is authorized by the federal Older Americans Act, as well as the California Older Californian Act to advocate for the rights of seniors and disabled residents in long term care facilities. The main function of the Ombudsman Program is to investigate and endeavor to resolve complaints made by or on behalf of residents related to issues of quality of care and abuse. The LTCOP promotes the interest, well-being and rights of long term care facility residents. Long Term Care (LTC) Ombudsmen protect and help improve the quality of care and life for the frailest of our senior and disabled population.

Living in a long term care facility is often not the first choice for anyone. Many seniors and disabled adults have little option but to live in a facility and for this reason it is very important that their rights are protected. Often, long term care residents lack the ability to exercise their rights or voice complaints about their circumstances. The presence of LTC Ombudsmen in itself improves quality of care and life of all residents by giving a voice to those seniors and providing an advocate for their needs and concerns.

We investigate complaints, solve problems, mediate, give referrals and witness Advance Health Care Directives... all our services are **FREE** to residents and their family/friends.

We work with other agencies ie. *SALA, Next Door Solutions, Sherrif Departments, Adult Protective Services, and Licensing for the facilities.*

Number of facilities we serve in the City of Sunnyvale

- 4 Nursing Homes + 34 RCFEs (Assisted Living Facilities + 6-Bed Board & Care)
(total in Santa Clara County - 51 Nursing Homes + 360+ Assisted Living Facilities)
- 1,170 beds in Sunnyvale facilities
- City of Sunnyvale: 1 Staff + 4 volunteers – (last year our volunteer contributed 5,545 hours throughout Santa Clara County)

We are asking that you follow the recommendation from the City of Sunnyvale for \$10,308 (we always exceed our minimum deliverables)

Kind Regards,

Wanda Hale
Program Manager

Dear Housing and Human Service Commission,

My name is Maritza Henry. I am the Director of School Based Services from Family & Children Services. Founded in 1948, we are a private, non-profit health and human services agency offering a range of quality mental health and prevention services.

First and foremost, I would like to thank you and the City of Sunnyvale for supporting continual funding for the counseling services that Family & Children Services provides at Columbia Neighborhood Center in Sunnyvale. These services are offered at **no cost to At Risk and extremely low, very low, or low income level individual youths and families in the residence of Sunnyvale. I am writing to requested that the Housing and Human Service Commission considers continual funding for the Family and Children Services Youth Counseling Program at Colombia Neighborhood Center.**

For the past 11 years Family and Children Services has been providing individual and family counseling; crisis intervention and community resources and referrals for **at risk, very low income and underserved youth and families** at Columbia Neighborhood. The types of issues we have treated include (but are not limited to) depression, anxiety, self-esteem, self harm, acculturation, school-based concerns, teen pregnancy scares, family violence and abuse; substance abuse, gangs; divorce, separation, remarriage, and loss; crisis intervention; lack of basic resources such as food and clothing and conflict resolution. Many of the youth and families' problems are not singular or isolated; they often present with a variety of issues. In order to address the severity and complexity of many of the issues Maria Lara, our Bilingual Spanish speaking therapist intern, continues to partner and collaborate with various staff and partners at Columbia Neighborhood Center to help parents and families access wrap-around services in areas of health insurance, a monthly food program, free immunization services for uninsured, parent education, City's Park & Recreation, support groups for Spanish speaking women involved in domestic violence, childcare resources, churches and mentoring programs to address the needs of her clients. Jennifer also continues to collaborate with other service providers and City staff such as Department of Family & Children Services, Probation, the Neighborhood Resource Officer and Columbia Middle school.

What are some overall cost savings to the City of Sunnyvale which Family and Children Services' counseling services helps contribute to?

- Improving student attendance directly benefits the District budget by increasing the Average Daily Attendance (ADA) rate. As noted, school enrollment is increasing during this time of tight funding.
- Increasing student engagement and attendance, thereby reducing the caseload of the Neighborhood Resource Officers.
- Improving family functioning and stability, thereby reducing their reliance on emergency and crisis services.

- Engaging at-risk youth in school and positive community activities, such as recreational programs and mentoring, thereby reducing the risk that they will become involved in gangs, substance use, or crime.
- Increasing neighborhood safety by developing youth assets, building stronger families, teaching conflict resolution skills, and teaching stress management techniques.
- Setting youth on a positive course for the short- and long-term. As noted in the enclosed Truancy Prevention Report (and online at <http://www.promoteprevent.org/publications/prevention-briefs/truancy-prevention>):

“Adults who were chronically truant from school when young are at elevated risk for a host of problems, including poor physical and mental health, poverty and welfare, incarceration, and raising children who themselves exhibit problem behaviors (Baker, Sigmon, and Nugent, 2001).”

“And given that truancy is a risk factor for dropping out of school, it has a long-term effect on public finance. One study estimated that each individual who does not complete high school costs a lifetime average of \$200,000 in public monies over and above similar costs for high school graduates.”

For the past 11 years Family and Children Services has either met or exceeded our units of service and performance measures based upon the contract scope of services and quarterly reports. Please find included a table that illustrates our performance goals over the past three years.

| YEAR | Actual Unduplicated Youth Served | YE-Goal for youth served | Actual # of counseling sessions provided | YE-Goal for # of counseling sessions provided |
|------------------|---|---------------------------------|---|--|
| 2009-2010 | 27 | 27 | 191 | 189 |
| 2010-2011 | 33 | 27 | 211 | 189 |
| 2011-2012 | 26 | 26 | 224 | 211 |
| 2012-2013 | 27 | 27 | 227 | 220 |

In regards to qualitative outcomes for 2012-2013 Family and Children Services used the Community Health Awareness Council measurement tool which includes an External and Internal Asset Inventory. Out of 27 youth 24 completed the pre and post-test External and Internal Assets Inventory, a self rating impact measurement scale that assesses the client's inventory of 40 developmental assets related to healthy development. Please find included the following results:

- **Support:** 100% of youth reported an increase in feeling supported at home, school, and

in the neighborhood when comparing pre-test with post-test.

- **Empowerment:** 100% of youth reported an increase in his / her sense of safety in their home, school, and neighborhood and reported feeling they were both useful and valued by their community.
- **Boundaries and Expectations:** 63% of youth reported an increase in their sense of having clear rules and expectations set forth at school, home and the neighborhood, parents and other adults followed and reinforced these rules as well as modeled responsible behavior.
- **Constructive Use of Time:** 22% of youth reported an increase in structured use of time, including the arts, sports, and religious activities.
- **Positive Values:** 75% of youth report an increase in their self-evaluation of living by positive values, including honesty, conviction, courage, healthy decision making around sex and drugs, as well as altruism, equality, and humanitarian issues, such as poverty and hunger.
- **Social Competencies:** 91% of youth reported an increase in their ability to plan and make decisions for themselves based on their own values, use positive relationship, conflict resolution and communication skills (empathy sensitivity, active listening) and to feel comfortable with people of varying ethnic cultural backgrounds.
- **Positive Identity:** 100% of youth reported an increase in their sense of purpose, self-esteem, self efficacy and overall optimism about their future.
- **Change in Healthy Developmental Assets:** 65% increase in the overall report of students' developmental assets was reported from the time that they began utilizing counseling services up to the termination of services. The clients received two surveys: Columbia Neighborhood Center Customer Satisfaction Survey and Family and Children Services- School Based Survey.

Family and Children Services looks forward to continuing to provide youth counseling services to the residents of Sunnyvale at Colombia Neighborhood Center. Please contact me if you have any further questions.

Thank you for your time,

Maritza Henry,
 Licensed Marriage and Family Therapist
 Director of School Based Services
 Family and Children Services
 950 W, Julian Street
 San Jose, CA 95126

From: **Debra Sue Stevens** <DebraS@svilc.org>
 Date: Tue, Nov 11, 2014 at 10:23 AM
 Subject: For City of Sunnyvale Council Meeting 11-11-14
 To: Edith Alanis <edalanis@sunnyvale.ca.gov>
 Cc: Nayana Shah NayanaS@svilc.org

Dear Mayor Jim Griffith and Members of the City Council,

On behalf of Silicon Valley Independent Living Center (SVILC), I would like to thank you for your funding award to SVILC in the FY13-14 and FY14-15 grant cycle. SVILC appreciates this new partnership with the City of Sunnyvale to deliver Housing and Emergency Services for Sunnyvale residents with disabilities. The program assists Sunnyvale residents with disabilities, including veterans, and their families to transition from homelessness, health care facilities, unstable or temporary housing to permanent affordable, accessible, integrated housing including: emergency assistance, security deposits, rent, information & referral, other services as available/needed to ensure a long-term sustainable independent living solution.

SVILC asks that when the Council sets the priority needs for Human Services FY15-16 and FY16-17 that you continue to make a priority: Sunnyvale residents with disabilities (any disability and any age) who are considered very-low or extremely-low income by HUD income guidelines. Stable housing continues to be the most sought after service at SVILC by this population. Yet, finding affordable, accessible, integrated housing is like finding a needle in a haystack! Your support helps to staff our Housing services.

SVILC serves and advocates with and for people with all types of disabilities, any age or any culture. Over 25% of those served are seniors; a majority of them receive social security benefits in the form of SSI, Social Security Disability Income (SSDI), or a combination of the two. In most cases, the monthly benefit is between \$800 and \$1000 for SSI, and only slightly higher for SSDI (which is based on prior work history).

Thank you for supporting SVILC and this underserved population in your planning!

Sincerely,
 Debra Sue Stevens and the Staff, Board and Consumers of SVILC

Debra Sue Stevens
 Director of Development & Communications
 Silicon Valley Independent Living Center | 2202 North First Street, San Jose CA 95131
 408.894.9041 (voice) | 408.240.0153 (fax) | 408.894.9012 (TTY)
debras@svilc.org | www.svilc.org

SVILC is a cross- disability, intergenerational and multicultural disability justice organization that creates fully inclusive communities that value the dignity, equality, freedom and worth of every human being. This email may contain confidential and privileged material for the sole use of the intended recipient (s). Any review, use, distribution or disclosure by others is strictly prohibited. If you are not the intended recipient (or authorized to receive for the recipient), please contact the sender by reply email and delete all copies of this message. Please consider environment before printing this email.

--

From: **Francella Stevens** <collectiveduty@gmail.com>

Date: Wed, Jan 7, 2015 at 9:09 AM

Subject: Re: [scc-collaborative] City of Sunnyvale RFP for Public Service Programs and Capital/Housing Projects under the CDBG and HOME Programs

To: Katrina Ardina <kardina@sunnyvale.ca.gov>

Cc: "scc-collaborative@ctagroup.org" <scc-collaborative@ctagroup.org>, "Ise, Suzanne" <sise@sunnyvale.ca.gov>, Edith Alanis <ealanis@sunnyvale.ca.gov>

I would sure appreciate it if when you are discussing housing if you would mention the fact that most housing complexes are being constructed without recreation areas for children to play and very small parks areas with virtually nothing to do for our children. I understand that housing is important but so is getting and keeping children active. Lastly, if we fail to provide positive things for children to do they will find and or engage in other things that harm our communities.

Thanks for listening,
FS

From: **Beth Leonard** <beth@leonardfamilyvideos.com>
 Date: Wed, Jan 14, 2015 at 10:54 PM
 Subject: ConPlan Comments
 To: kardina@sunnyvale.ca.gov

Hi,

A neighbor forwarded me information that you are soliciting comments about housing plans. My comments are as a resident of Sunnyvale who wants to keep the city looking nice and be a good place to live for residents of multiple income levels.

I recommend that any high-density or low-income housing in the city plan come with at least 4 parking places per unit. Low-income earners tend to save money first by "doubling up" and having multiple families live in the same unit. I have no objections to this -- it makes sense and helps high density housing get even higher density by a person's choice, not the city's. These units tend to have 4 or more income earners each.

Although public transportation and living without a car is a nice goal, it does not fit the needs of a majority of the available low-income workers. Housekeepers, nannies, gardeners, and elder-care workers frequently need to travel far from established public transit lines and need to carry supplies with them.

To keep Sunnyvale looking nice, without tons of cars jammed into available on-street parking as it is in some areas of San Jose, we need to ensure that high-density units are required to provide ample parking -- 4 spaces per unit. This parking can be either in multiple floors of parking under the units themselves, in a nearby parking garage, or in a nearby flat lot.

Some nearby cities do their planning assuming that by making it difficult to have a car, residents will abandon having them and use biking or public transportation.

In my opinion, that is wishful thinking, and the smart city will plan for parking and acknowledge the realities of lower-income living in an expensive area. This includes doubling up and having 4 or more cars per unit.

Ordinances limiting the number of people to a household don't work, because what human being will turn away a friend whose husband just left her, even if the apartment is already "full" by city statute?

Increased traffic with increased people is obviously a problem. One solution to consider is having city-provided school busses. When parents have to drop their children off at school, it forces a large segment of commuters to leave for work at the same time, instead of allowing the commute to naturally spread itself out. Everyone who

March 26, 2015

OMB Control No: 2506-0117 (exp. 07/31/2015)

leaves their house benefits by having children bussed to school.

Obviously busses are expensive, but there are taxes already earmarked for transit improvements, and school buses make much more sense to me than construction along El Camino Real.

Sincerely,
--Beth Leonard
1264 Albion Ln.
Sunnyvale, CA 94087
[408-530-0554](tel:408-530-0554)



April 24, 2015

Katrina Ardina
City of Sunnyvale Housing Division
PO Box 3707
Sunnyvale, CA 94088-3707

Re: Comments on Draft 2015-2020 Consolidated Plan for the City of Sunnyvale

Dear Ms. Ardina,

The Aging Services Collaborative (ASC) is a consortium of organizations and individuals working together to support and improve the lives of older adults and their caregivers. ASC submits this letter in response to your request for comments on the proposed 2015-2020 CON Plan for the City of Sunnyvale.

We understand the Public Comment period ends May 1 and the City Council will be approving the final CON Plan on May 5, 2015. We ask that our comments be considered in any review or revisions related to the plan.

ASC's Policy Agenda

ASC is committed to making Santa Clara County a livable community for all of us as we age. This means the inclusion and sustainability of a continuum of services and support systems that are affordable, coordinated, and easily accessible to enable older adults to maintain optimum health, to live independently and safely, and to remain in their homes for as long as possible.

One of our priorities is to secure and maintain reliable funding for the aging services infrastructure – the continuum of safety net services designed to support older adults to **age in place**. ASC stressed the importance of supporting and increasing these services at community forums and other opportunities for input that took place earlier in the CON Plan process.

The Age Wave in Santa Clara County

According to the 2012-2016 Area Plan prepared by Area Agency on Aging, Sourcewise, in 2010 almost 1 in 6 Santa Clara County residents (15.7%) were age 60 or older. By 2030, more than 1 out of 4 County residents (27.6%) are projected to be 60 or older.

To prepare for this “**Age Wave**”, in April 2012 the Board of Supervisors adopted the Santa Clara County Seniors' Agenda identifying 10 key areas of countywide need to keep seniors safe and independent and to help them age in place with dignity and choice:

- Coordinated comprehensive Information services
- Transportation
- Affordable housing
- Senior Center programs and services
- Home based support services
- Mental Health Services
- Caregiver supports
- Food and nutrition services
- Isolated seniors
- Elder Abuse prevention and legal services

Many of these safety net needs are also identified in Sourcewise's 2012-2016 Area Plan for aging services.

March 26, 2015

OMB Control No: 2506-0117 (exp. 07/31/2015)

Comments on Con Plan Needs Assessment and Priorities

Planning for a growing older population is a priority for ASC, particularly to meet the changing needs of frail, disabled, and homebound seniors. ASC is pleased that the CON Plan recognizes that the needs of the senior population are expected to increase as the Baby Boom generation ages. (Section NA-45).

While the CON Plan does not include statistics for person age 60 or older, the Plan notes in Section NA-45 that persons age 65 or older currently comprise **11%** of the City's population. The CON Plan also notes nearly one third (**30%**) of the City's senior population have a disability, as compared to 7% of the City's population as a whole.

The CON Plan states that elderly residents generally face "*a unique set of housing needs*", largely due to physical limitations, lower household incomes (as they are most likely to be Low/Moderate income), and the rising cost of health care (see NA-45). ASC agrees that this creates a priority need for affordable and supportive housing for seniors as identified in the CON Plan.

That being said, the above factors also establish a **priority** for a continuum of supportive services addressing a full range of needs, such as those identified in the Seniors' Agenda, to help seniors remain independent and age in place. Moreover, seniors in affordable and stable housing situations may need one or more supportive service if they are having problems with other basic needs (e.g., public benefits, transportation, in home services), if they are victims of elder abuse or neglect, or if they have physical disabilities or dementia.

As noted in Con Plan Section NA-50, input from participants at public forums confirms this. In addition to housing issues faced by the elderly, these primary service needs impacting older adults were also identified: accessible and affordable transportation; food assistance and nutrition programs for seniors; health care services for seniors; and supportive services to reduce senior isolation. The local continuum of supportive services for seniors is designed to address such needs either directly or by ensuring their access to benefits, entitlements, and services.

ASC is pleased the CON Plan recognizes that supportive services for seniors are needed to help seniors "*age in place and remain in their homes for as long as possible*" in Section MA-35. We are also pleased that the CON Plan embraces the goal of aging in place in Section MA-35, an outcome that ASC has been promoting since our inception.

Lastly, ASC is pleased that following goal is included in the 5 year Strategic Plan:

Community Development Efforts -- Goal C.1: to support provision of essential human services, particularly for special needs populations.

We are also pleased that the Strategic Plan prioritizes the elderly and frail elderly as special needs populations and recognizes the need for a multi-faceted network of community services to address special populations' basic needs.

ASC supports this goal and priorities because it is imperative that CON Plan priorities and objectives address the full range of housing and supportive service needs of older adults to help them age in place and keep pace with the Age Wave.

We thank you for your consideration of our comments.

Respectfully submitted



Amy Andonian, Co-Chair, Aging Services Collaborative

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Complete Table 2: Participants in the Process

| Agency / Group / Organization | Agency / Group / Organization Type | What Section of the Plan Was Addressed by the Consultation? | How Was the Agency/Group/Organization Consulted and What are the Anticipated Outcomes of the Consultation or Areas for Improved Coordination? |
|---|---|--|--|
| Abilities United | Disabled Services Services – Children | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: • September 25, 2014 |
| Afghan Center | Cultural Organizations | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: • October 7, 2014 |
| Aging Services Collaborative | Senior Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: • September 27, 2014 |
| Bill Wilson Center | Children and Youth Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: • September 25, 2014 • September 27, 2014 • September 30, 2014 • October 1, 2014 • October 2, 2014 • October 7, 2014 • October 23, 2014 • November 20, 2014 |
| California Housing Odd Fellows Foundation | Housing Children and Youth Services Community/Family Services and Organizations | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: • November 5, 2014 |
| Casa De Clara - Catholic Worker | Health Services Homeless Services – Single Women/ Women and Children Only | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: • November 20, 2014 |
| Catholic Charities of Santa Clara County | Senior Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: • October 2, 2014 |
| Challenge Team Mountain View Dreamers | Immigration Services Community/Family Services and Organizations | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: • September 25, 2014 |
| City of Campbell | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: • September 25, 2014 |
| City of Cupertino | Government Agencies: | Needs | Agency attended Community Forum(s) |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Agency / Group / Organization | Agency / Group / Organization Type | What Section of the Plan Was Addressed by the Consultation? | How Was the Agency/Group/Organization Consulted and What are the Anticipated Outcomes of the Consultation or Areas for Improved Coordination? |
|--|---|---|--|
| | Local, County, State and Federal | Assessment and Strategic Plan | on: • November 20, 2014 |
| City of Gilroy | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: • September 25, 2014 |
| City of Mountain View | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: • October 22, 2014 |
| City of Palo Alto | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: • September 25, 2014 • October 23, 2014 |
| City of Palo Alto | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: • September 25, 2014 |
| City of San Jose | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: • September 27, 2014 • September 30, 2014 • October 1, 2014 • October 2, 2014 • October 7, 2014 |
| City of San Jose Environmental Services Department | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on the following dates: • October 7, 2014 |
| City of Santa Cruz | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: • September 25, 2014 |
| City of Sunnyvale | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: • November 5, 2014 |
| Coldwell Banker | Business (Major Employers, Chambers of Commerce, Associations, Real Estate) | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: • September 25, 2014 |
| Community School Of Music And Arts | Community/ Family Services and Organizations | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: • November 20, 2014 |
| Community Services Agency | Senior Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on the following dates: • September 25, 2014 |
| Compassion Center | Homeless Services | Needs Assessment and | Agency attended Community Forum(s) on: |

March 26, 2015

OMB Control No: 2506-0117 (exp. 07/31/2015)

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Agency / Group / Organization | Agency / Group / Organization Type | What Section of the Plan Was Addressed by the Consultation? | How Was the Agency/Group/Organization Consulted and What are the Anticipated Outcomes of the Consultation or Areas for Improved Coordination? |
|---|--|---|---|
| | | Strategic Plan | <ul style="list-style-type: none"> September 25, 2014 October 23, 2014 November 5, 2014 |
| County of Santa Clara | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 22, 2014 November 1, 2014 |
| Destination Home | Homeless Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> September 25, 2014 November 1, 2014 November 5, 2014 |
| Five Wounds/ Brookwood Terrace | Neighborhood Association | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> September 25, 2014 |
| Franklin McKinley Children's Initiative | Education Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 7, 2014 |
| Fresh Lifelines For Youth (FLY) | Children & Youth Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 7, 2014 |
| Gilroy Compassion Center | Homeless Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 23, 2014 |
| Health Trust / Aging Services Collaborative | Homeless Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> September 25, 2014 |
| Hope's Corner | Homeless Services Community/ Family Services and Organizations | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> September 25, 2014 |
| In Home Services | Disabled Services | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> October 23, 2014 |
| Institute on Aging | Senior Services Health Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 1, 2014 |
| InnVision Shelter Network (IVSN) | Homeless Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 22, 2014 |
| Junior Achievement | Children and Youth Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> September 25, 2014 |
| Law Foundation Of Silicon Valley | Fair Housing and Legal | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 23, 2014 |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Agency / Group / Organization | Agency / Group / Organization Type | What Section of the Plan Was Addressed by the Consultation? | How Was the Agency/Group/Organization Consulted and What are the Anticipated Outcomes of the Consultation or Areas for Improved Coordination? |
|--|--|---|--|
| LeSar Development Corporation | Affordable Housing Developers Business (Major Employers, Chambers of Commerce, Associations, Real Estate) | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 7, 2014 |
| Legal Aid Society Santa Clara County | Fair Housing and Legal | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> September 25, 2014 |
| Los Altos Community Foundation | Community/Family Services and Organizations | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> September 30, 2014 October 1, 2014 |
| Live Oak Adult Day Services | Senior Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 23, 2014 |
| Mayfair NAC | Neighborhood Association | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on the following dates: <ul style="list-style-type: none"> September 27, 2014 |
| Mckinly Bonita Neighborhood Association | Neighborhood Association | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 2, 2014 |
| MidPen Housing | Affordable Housing Developers | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> September 30, 2014 |
| Migrant Education, Santa Clara Unified School District | Education Services Employment and Job Training Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on the following dates: <ul style="list-style-type: none"> September 25, 2014 October 23, 2014 |
| Mountain View Dreamers | Immigration Services Community/Family Services and Organizations | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> September 25, 2014 September 27, 2014 September 30, 2014 October 1, 2014 October 2, 2014 October 7, 2014 October 22, 2014 October 23, 2014 November 1, 2014 November 5, 2014 November 20, 2014 |
| Mountain View Human Relations | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> September 25, 2014 |

March 26, 2015

OMB Control No: 2506-0117 (exp. 07/31/2015)

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Agency / Group / Organization | Agency / Group / Organization Type | What Section of the Plan Was Addressed by the Consultation? | How Was the Agency/Group/Organization Consulted and What are the Anticipated Outcomes of the Consultation or Areas for Improved Coordination? |
|---|---|---|--|
| Commission (HRC) | Community/ Family Services and Organizations Senior Services Children and Youth Services | | |
| Palo Alto Human Relations Commission | Government Agencies: Local, County, State and Federal Community/ Family Services and Organizations Senior Services Children and Youth Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 23, 2014 |
| Project Access | Employment and Job Training Services Community/ Family Services and Organizations Senior Services Children and Youth Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> October 23, 2014 |
| Project Sentinel | Fair Housing and Legal | Needs Assessment and Strategic Plan | Agency attended Community Forum (s): <ul style="list-style-type: none"> September 25, 2014 |
| Rebuilding Together Peninsula | Housing | Needs Assessment and Strategic Plan | Agency attended Community Forum (s): <ul style="list-style-type: none"> October 1, 2014 |
| Rebuilding Together Silicon Valley | Housing | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> October 1, 2014 November 20, 2014 |
| Sacred Heart - Housing Action Committee | Fair Housing and Legal | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> September 25, 2014 October 1, 2014 October 23, 2014 |
| Sacred Heart Community Service | Fair Housing and Legal | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> September 27, 2014 September 30, 2014 October 1, 2014 October 2, 2014 October 7, 2014 |
| Senior Adults Legal Assistance | Fair Housing and Legal | Needs Assessment and | Agency attended Community Forum (s) on: |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Agency / Group / Organization | Agency / Group / Organization Type | What Section of the Plan Was Addressed by the Consultation? | How Was the Agency/Group/Organization Consulted and What are the Anticipated Outcomes of the Consultation or Areas for Improved Coordination? |
|---|---|---|--|
| (SALA) | Senior Services | Strategic Plan | <ul style="list-style-type: none"> September 27, 2014 |
| Santa Clara County | Government Agencies: Local, County, State and Federal | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> October 1, 2014 |
| Secondary Fuente/ Walnut Creek Homeowner Ass. | Housing Business (Major Employers, Chambers of Commerce, Associations, Real Estate) | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> September 25, 2014 September 27, 2014 October 22, 2014 October 23, 2014 November 1, 2014 November 5, 2014 |
| Servant Partners | Cultural Organization | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> September 27, 2014 |
| Silicon Valley Community Foundation | Education Services | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> September 27, 2014 |
| Silicon Valley Independent Living Center | Senior Services | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> October 2, 2014 |
| Somos Mayfair | Community/ Family Services and Organizations Children and Youth Services | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> September 25, 2014 |
| South County Collaborative | Housing Services Homeless Services | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> September 25, 2014 September 30, 2014 October 2, 2014 |
| St. Joseph's Family Center | Continuum of Care | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> September 27, 2014 October 1, 2014 October 2, 2014 |
| Sunnyvale Community Services | Community/ Family Services and Organizations | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> September 25, 2014 |
| Silicon Valley Council of Nonprofits | Community/ Family Services and Organizations | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> October 22, 2014 |
| West Valley Community Services | Senior Services | Needs Assessment and Strategic Plan | Agency attended Community Forum (s) on: <ul style="list-style-type: none"> September 25, 2014 |
| YMCA | Children & Youth Services | Needs Assessment and | Agency attended Community Forum (s) on: |

March 26, 2015

OMB Control No: 2506-0117 (exp. 07/31/2015)

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

| Agency / Group / Organization | Agency / Group / Organization Type | What Section of the Plan Was Addressed by the Consultation? | How Was the Agency/Group/Organization Consulted and What are the Anticipated Outcomes of the Consultation or Areas for Improved Coordination? |
|-------------------------------|------------------------------------|---|---|
| | | Strategic Plan | <ul style="list-style-type: none"> October 1, 2014 |
| Yu Chi Kai Senior Center | Senior Services | Needs Assessment and Strategic Plan | Agency attended Community Forum(s) on: <ul style="list-style-type: none"> November 20, 2014 |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Table of Agencies Contacted

Attachment 1

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|---|---|--|-----------------------|--------------------|---------------|----------|---|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| Group 1: Children & Youth Services | | | | | | | |
| Adolescents Counseling Services | PHILIPPE REY, PSY.D./ Executive Director | philippe@acs-teens.org | (650) 424-0852 | 1717 Embarcadero | Palo Alto | 94303 | http://www.acs-teens.org/ |
| Bill Wilson Center | Sparky Harlan, ED | sharlan@bwcmail.org | (408) 243-0222 | 3490 The Alameda | Santa Clara | | Youth shelters and support services for runaway and homeless teens |
| Bill Wilson Center | Lorraine Flores, Associate Director | lflores@bwcmail.org | (408) 850-6132 | | Sunnyvale, SJ | | Runaway youth program |
| Bill Wilson Center | David Lang/ Chief Financial Officer | dlang@billwilsoncenter.org | (408) 243-0222 | 3490 The Alameda | Santa Clara | 95050 | http://www.billwilsoncenter.org/about/people.html |
| Center for Healthy Development | Teranace McClaman, ED | | | | | | providing long term individual and group therapy for children in Santa Clara County. |
| Community Partners for Youth, Inc. (CCPY) | Jeff Bornefeld | jeffb@ccpy.org | | | SJ | | Step-up to Brighter Futures |
| El Camino YMCA | Scott Fukuhara/ Community Program Director | scott.fukuhara@ymcasv.org | (650) 969-9622 | 2400 Grant Road | Mountain View | 94040 | http://www.ymcasv.org/elcamino/ |
| Family and Children Services | Julie Daul, Director of Clinical Services | jdaul@fcservices.org | (650) 326-6576, x5420 | | Sunnyvale | | |
| Filipino Youth Coalition | Sarah Gonzalez | sgonzalez7145@sbcglobal.net | | | SJ | | |
| First 5 Santa Clara County | Naddi Pasqua | mpascua.check@gmail.com | (650) 967-4813 | 748 Mercy Street | Mountain View | 94041 | http://www.first5kids.org/commissionmeetings |
| Fresh Lifelines for Youth (FLY) | Jordan Dancer/ Grants Manager | jordan@flyprogram.org | (408) 263-2630 | 568 Valley Way | Milpitas | 95035 | |
| Fresh Lifelines for Youth, Inc. ("FLY") | Aila Malik | aila@flyprogram.org | | | SJ | | Juvenile Drug Treatment Court Mentor Program |
| Friends for Youth | Becky Cooper, Executive Director | becky@friendsforyouth.org | (650) 368-4464 | | Sunnyvale | | |
| Gilroy Swim Program, City Recreation Dept. | Monica Sendejas | Monica.sendejas@cityofgilroy.org | 408-846-846-0266 | | Gilroy | 95020 | Free swim lessons for low income youth |
| Gilroy Youth Alliance | Art Barron | art@youthall.org | (408) 315-0854 | | Gilroy | | Youth Activities, monthly meetings at San Ysidro Park promoting use of the park |
| Gilroy Youth Center, City Recreation Dept. | Anna Bielecki | Anna.bielecki@cityofgilroy.org | (408) 848-0489 | 7700 Murray Ave. | Gilroy | 95020 | Youth Activities located at San Ysidro Park |
| Healthier Kids Foundation | Emily Hennessy, VP of Finance and Programs | emily@hkidsf.org | (408) 874-1912 | | Sunnyvale | | |
| Junior Achievement of Silicon Valley and Monterey Bay | Steven Tedesco, E.D. | stedesco@siliconvalley.ja.org | (408) 988-8915 | | Mountain View | | |
| Junior Achievement of Silicon Valley and Monterey Bay | Kelly Price | kprice@siliconvalley.ja.org | (408) 988-8915 | | Mountain View | | |
| Mountain View Los Altos Challenge Team | Gay Krause/ Challenge Team Chairperson | krausegay@fhda.edu | (650) 949-7113 | | | | http://www.challengeteam.org/ |
| Project Cornerstone | Anne Ehresman/ Executive Director | anne@projectcornerstone.org | (408) 351-6424 | 80 Saratoga Ave | Santa Clara | 95051 | |
| Rebekah Children's Services | | | 408-846-2100 | 290 IOOF Ave. | Gilroy | 95020 | |
| Santa Clara County Department of Family & Children's Services - Child Abuse and Neglect Hotline (Non-Emergency) | Bruce Wagstaff/ Agency Director | N/A | (650) 493-1186 | 333 West Julian St | San Jose | 95110 | http://www.sccgov.org/sites/ssa/Department%20of%20Family%20-%20Children's%20Services/Pages/Department-of-Family---Children's-Services.aspx |
| SC Family Health Foundation | Craig Walsh, ED | | | | | | Raises \$ to support the Healthy Kids Insurance program and the Children's Health Initiative in Santa Clara County. |
| St. Elizabeth's Day Home | Dianna Ballesteros | dianna@sedh.org | | | SJ | | Preschool Renovation |
| Sunnyvale City Staff | Angela Chan/ Youth and Family Resources Manager | achan@sunnyvale.ca.gov | (408) 523-8150 | | Sunnyvale | | Supports and empowers youth and families so that the children of the community will develop the life skills necessary to be successful in school and beyond. |
| Unity Care Group, Inc. | Tara Hood | thood@unitycare.org | | | SJ | | Supportive Housing for Youth Aging Out of Foster Care |
| Walter E. Schmidt Youth Activity Center | | | 408-615-3760 | 2450 Cabrillo Ave | Santa Clara | 95051 | Run by Santa Clara Parks & Recreation |
| YMCA | | | (408) 257-7160 | | Cupertino | | Children & Youth Services |
| YWCA Silicon Valley | Stacy Castle | omoores@ywca-sv.org | | | SJ | | YWCA ChildCare Consortium |
| Group 2: Senior Services | | | | | | | |
| Aging Adult Services Formerly Council on Aging Silicon Valley : Stanford Hospital and Clinics | Attn: Agind Adult Services/ | tsisay@stanfordmed.org | (650) 723-1303 | 300 Pasteur Drive | Palo Alto | 94306 | http://stanfordhealthcare.org/ |
| Aging Services Collaborative | Susan Fent/ Co-Chair | sfant@ioaqing.org | | 3180 Newberry Dr | San Jose | 95118 | http://www.agingservicescollaborative.org/ |
| Aging Services Collaborative | Amy Adonian/ Co-Chair | aadonian@ioaqing.org | | 3180 Newberry Dr | San Jose | 95118 | http://www.agingservicescollaborative.org/ |
| Avenidas Senior Day Health Center | Jane Molony | jmolony@avenidas.org | (650) 289-5494 | | Mountain View | | Mountain View Senior Day Health Center |
| Avenidas Senior Day Health Center | Lisa Hendrickson, Pres. & CEO | lhendrickson@avenidas.org | (650) 289-5440 | | Palo Alto | | Senior Lunch Program |
| Catholic Charities of Santa Clara County | Milton Cadena, Program Manager | mcadena@catholiccharitiesscc.org | (408) 325-5237 | | Sunnyvale | | Day Break Cares Program |
| Catholic Charities of Santa Clara County | Gregory Keperle / ED | | | | Campbell | | |
| Catholic Charities of Santa Clara County | Ellen Dumesnil, housing director | | (408) 325-5210 | | Campbell | | |
| Catholic Charities of Santa Clara County | Wanda Hale/ Program Manager | Whale@catholiccharitiesscc.org | (408) 325-5269 | | SJ | | Senior Services |
| Community SVCS. Agency of Mtn. View and Los Altos | Maureen Wadiak, Associate Director | mwadiak@csacares.org | (650) 968-0836 , x112 | | Mountain View | | Case management and nutrition planning for seniors |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Attachment 1

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|--|---|--|-----------------------|----------------------|---------------------|----------|---|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| Council on Aging | Steve Schmoll, E.D. | | (408) 296-8290 | | City of Santa Clara | | |
| Gilroy Senior Center, City Recreation Dept. | Sandra Sammutt | Sandra.sammutt@cityofgilroy.org | 408-846-0419 | 7371 Hanna St. | Gilroy | 95020 | Senior Activities |
| Heart of the Valley | Glenda Cresap, director | | (408) 241-1571 | | City of Santa Clara | | |
| La Comida de California | | | 650-322-3742 | | Palo Alto | | Senior Lunch Program |
| Live Oak Adult Day Services | Colleen Hudgen/ Executive Director | liveoakdaycare@att.net | (408) 971-9363 | | SJ | | Senior Services |
| Lytton Gardens | Gery Yearout/ Executive Director | gyeout@lyttongardens.org | 650-617-7372 | | Palo Alto | | Senior Housing Facility |
| Mountain View senior Center | Tyler Phillips/ Recreation Coordinator | tyler.phillips@mountainview.gov | 65090-6330 | 266 Escuela Ave | Mountain View | 94040 | http://www.mountainview.gov/depts/cs/rec/senior/default.asp |
| Outreach Escort and Transportation | Paul Tatsuta, Program Manager | pault@outreach2.org | (408) 436-2865 | | Sunnyvale, SJ | | |
| Outreach Escort and Transportation | Bill Schwarz, VP Operations | | 408 436-2865 | | City of Santa Clara | | |
| Respite & Research Alzheimer's Disease | Cathey Eskandari | cathey@alzdaycare.org | | | SJ | | Alzheimer Activity Center |
| Respite & Research Alzheimer's Disease | Margarita R. Alcantar, Mgr of Ops and Admin | | | | Campbell | | |
| Santa Clara Senior Center | Phil Orr | | | | City of Santa Clara | | |
| Self-Help for the Elderly | | info@selfhelpelderly.org | | | SJ | | Boiler System Replacement |
| Senior Adults Legal Assistance | Georgia Bacil/ Directing Attorney & Executive Director | gbacil@sala.org | (650) 903-6330 | 160 E Virginia St. | San Jose | 95112 | http://www.s393914827.initial-website.com/ |
| Senior Adults Legal Assistance - North County Appointments: MV Senior Center | | N/A | (650) 969-8656 | 266 Escuela Ave | Mountain View | 94040 | http://www.s393914827.initial-website.com/ |
| Senior Lunch Program | Nita Geda, Site Manager | nitageda@yahoo.com | (408) 739-0833 | | Sunnyvale | | |
| Silicon Valley Independent Living Center | Martha Bell, Exec. Director | marthab@svilc.org | (408) 894-9041 | | City of Santa Clara | | |
| Silicon Valley Independent Living Center | Debra Sue Stevens, Director of Development & Communications | DebraS@svilc.org | | | | | |
| Social Services Agency : Dept. of Aging & Adult Services | Diana Miller/ | Diana.Miller@ssa.sccgov.org | (408) 755-7600 | 333 West Julian S | San Jose | 95110 | http://www.sccgov.org/sites/ssa/Department%20of%20Aging%20-%20Adult%20Services/Pages/Department-of-Aging-and-Adult-Services.aspx |
| Social Services Agency : Dept. of Aging & Adult Services | Jim Ramoni/ Director | James.ramoni@ssa.sccgov.org | (650) 903-6330 | 160 E Virginia St. | San Jose | 95112 | http://www.sccgov.org/sites/ssa/Department%20of%20Aging%20-%20Adult%20Services/Pages/Department-of-Aging-and-Adult-Services.aspx |
| Sourcewise | Steve Schemoll/ | sschemoll@sourcewise.com | (408) 350-3200 | 2115 The Alameda | San Jose | 95126 | http://www.mvsourcewise.com/ |
| Stevenson House | Thomas Pamilla/ Executive Director | tompamilla@stevensonhouse.org | 650-494-1944 x12 | | Palo Alto | | Senior Housing Facility |
| Sunrise Center- Self-Help | Rebecca Yue, project director | | (408) 985-8889 | | City of Santa Clara | | |
| Valley Village | Patricia Martinez | | | | City of Santa Clara | | |
| West Valley Community Services (WVCS) | Sujata Venkatraman/ Program Director | sujathav@wvcommunityservices.org | (408) 255-8033 | | Cupertino | | Senior Services, Employment and Job Training Services |
| YU-AI-KAI | Wesley Mukoyama | wmukoyama@yuaikai.org | | | SJ | | Senior / Youth Wellness Project |
| Group 3: Health Services | | | | | | | |
| Behavioral Health Services : El Camino Hospital | Richard Winetzky/ Senior Program Therapist | richard.winetzky@elcaminohospital.org | | | | | http://www.elcaminohospital.org/Programs_and_Services/Behavioral_Health |
| Chamberlain's Mental Health Services | Ken Parker | ken.parker@chamberlainsmhs.com | 408-843-9504 | 8352 Church St. | Gilroy | 95020 | |
| Clinical Psychologist | Dana M. Girard/ Doctor | dgirardpsyd@gmail.com | (650) 241-3778 | 595 Millich Dr., Ste | Campbell | 95008 | www.drnanagirard.com |
| Community Health & Older Adult Services: El Camino Hospital | Margaret Wilmer/ Director | Margaret.wilmer@elcaminohospital.org | | 2500 Grant Road | Mountain View | 94040 | http://www.elcaminohospital.org/Programs_and_Services/Senior_Services |
| Community Health Awareness Council (CHAC) | Linda Miller, MA, MFT/ Associate Director, Administration and Finance | linda@chacmv.org | (650) 965-2020 | 590 El Camino Re | Mountain View | 94040 | http://www.chacmv.org/ |
| CSA-Alpha Omega Program and Emergency Services Program | Maureen Wadiak, Associate Director | mwadiak@csacares.org | (650) 968-0836 , x112 | | Mountain View | | Case management and referrals |
| El Camino hospital | | N/A | (650) 940-7000 | 2500 Grant Rd | Mountain View | 94040 | http://www.elcaminohospital.org/ |
| Gardner Medical Clinic | | | 408-846-6755 | 7526 Monterey St | Gilroy | 95020 | |
| Health Trust, Meals on Wheels Program | Mary Vollinger/ | maryv@healthtrust.org | 408/961-9858 | 1400 Parkmoor Av | San Jose | 95126 | http://www.healthtrust.org/ |
| Healthier Kids Foundation | Kathleen King/ Executive Director | | (408) 564-5114 | 4030 Moorpark Av | San Jose | 95117 | http://www.hkidsf.org/ |
| Healthier Kids Foundation | Emily M. Hennessy, Project Manager | emily@hkidsf.org | 408-564-5114x203 | 4030 Moorpark Av | San Jose | 95117 | Providing access to insurance and healthcare to low income children |
| Indian Health Center of Santa Clara Valley | Elizabeth Hunt | | | | SJ | | Diabetes Prevention & Lifestyle Balance Program & Meridian Facility Rehabilitation |
| Kaiser Mountain View | | N/A | (650) 903-3000 | 555 Castro Street | Mountain View | 94041 | http://mydoctor.kaiserpermanente.org/ncal/facilities/region/mountainview/area_master/home/?ko_shortcut_referrer=ko.org/mountainview |
| Kaiser Permanente Clinic | | | 408-848-4095 | 7520 Arroyo Circle | Gilroy | 95020 | |

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|--|---|--|----------------------|------------------------------------|------------------------------------|----------|---|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| Lucile Packard Children's Hospital - Teen Clinic | Neville Goldman/ | N/A | (650) 694-0600 | 1174 Castro Street | Mountain View | 94041 | http://www.stanfordchildrens.org/en/service/teens-and-young-adults |
| MayView Community Health Center | Joanne Cabrera/ | icabrera@mayview.org | (650) 965-3323 | 900 Miramonte Ave | Mountain View | 94040 | http://www.mayview.org/index.php/en/locations-en/mountain-view-en |
| Momentum | Melinda Golden | MGolden@momentumMH.org | (408) 261-7777 | | | | |
| Momentum | Dan McCarthy | DMcCarthy@momentumMH.org | (408) 261-7777 | | | | |
| PACE | Kurt Ohlfs | kurtohlfs@pacificaautism.org | | | | | |
| Palo Alto Medical Foundation - Druker Center | John Williams/ Marketing Communications Specialist | williamsjs@sutterhealth.org | (650) 934-3556 | 2350 El Camino R | Mountain View | 94040 | http://innovation.pamf.org/ |
| Rape Crisis Center Hotline South Bay (YWCA) | Ann Marie Pate/ Director | apate@ywca-sv.org | (408) 287-3000 | 375 South Third S | San Jose | 95112 | http://ywca-sv.org/about/index.php |
| Red Cross of Silicon Valley | | | (877) 727-6771 | | Palo Alto | | |
| Roadrunners | | | (650) 940-7016 | 2500 Grant Road | Mountain View | 94040 | http://www.elcaminohospital.org/Patient_Services/Patient_Resources/Road_Runners_Transportation |
| RotaCare Free Clinic | Nidia Farruquia/ Site Admin | mv_rotacare@elcaminohospital.org | (650) 988-8200 | 2400 Grant Road | Mountain View | 94040 | http://www.rotacarebayarea.org/clinics/mountain_view.html |
| San Benito County Health and Human Services Agency | Kathryn Flores, Director | Kathryn@sanbenitoco.org | | | SJ | | |
| Second Harvest Food Bank | Susan Takalo- Director of Programs and Svcs | stakalo@shfoodbank.com | (408) 266-8866 | | Mountain View, City of Santa Clara | | Weekly groceries delivered to seniors |
| Second Harvest Food Bank | Barbara Jwanouskos, Grants Coordinator | bjwanouskos@shfoodbank.com | (408) 266-8866 x 201 | | Sunnyvale | | |
| Second Harvest Food Bank | Cindy McCown, Director of Services | | (408) 266-9042 | | | | |
| Second Harvest Food Bank, Brown Bag Program | Lori Mathis | lmathis@shfb.org | (408) 266-8866 | 750 Curtner Avenue | San Jose | 95125 | http://www.shfb.org/brownbag |
| St. Louise Regional Hospital | | | 408-848-2000 | 9400 No Name Ur | Gilroy | 95020 | |
| Suicide and Crisis Services of Santa Clara County - Suicide The Health Trust | | N/A | (855) 278-4204 | | | | http://www.sccgov.org/sites/mhd/Resources/SP/Pages/default.aspx |
| | Sonali Parnami | sonali@healthtrust.org | (408) 961-9809 | 48 Race Street | San Jose | | http://healthtrust.org/ |
| Group 4: HIV/AIDS Services | | | | | | | |
| Billy DeFrank LGBT Community Center | Aejaie Sellers | asellers@defrank.org | | | SJ | | |
| Centre for Living with Dying | Sparky Harlan/ Chief Executive Officer | dsummer@billwilsoncenter.org | (408) 243-0222 | 1265 El Camino R | Santa Clara | 95050 | http://www.billwilsoncenter.org/services/all/living.html |
| Health Trust AIDS Services | Paul Heffer, VP | paulh@healthtrust.org | (408) 961-9850 | | SJ | | |
| Health Trust/HOPWA grant | Vivian Latila | VivianL@healthtrust.org | 408-961-9841 | | | | |
| United Way Silicon Valley | Maya Esparza | | (408) 345-4350 | | SJ | | HIV/AIDS Services |
| Group 5: Employment and Job Training Services | | | | | | | |
| Center for Training and Careers, Downtown Streets, Inc. | Lori Ramos Ehrlich | ramoslori@aol.com | | | SJ | | The Sobering Station |
| | Eileen Richardson/ Executive Director | eileen@streetssteam.org | 650.462.1795 | workforce development for homeless | | | |
| Employment Services, St. Joseph's Family Center | David Cox | | | | Gilroy | 95020 | Employment services located in the Neighborhood Revitalization Strategy Area |
| HOPE | John Hanna | | 408-282-0429 | 3080 Alfred St. | Santa Clara | 95054 | John is the contact regarding employment. The Santa Clara address is the site of a work activity program. |
| HOPE Rehabilitation Services | | | 408-842-0334 | 8855 Murray Ave. | Gilroy | 95020 | Employment related services for developmentally disabled persons |
| Mission College | Pertilla Domingue, Program Specialist | pertilla.domingue@wvm.edu | 408-855-5200 | | Santa Clara | | Partner with Workforce Investment Board in providing classes |
| NOVA Workforce Board | Steve Van Dorn, Co-chair | Steve.Vandorn@santacleara.org | 408-244-8244 | | | | Steve represents the Santa Clara Chamber of Commerce, a NOVA partner |
| San Jose Conservation Corp. | Neil Kozuma | neil@scccharterschool.org | | | SJ | | Improving Community Through Individual Job Training |
| SCUSD - Educational Options | Barbara Malaspina, ED | | | | City of Santa Clara | | High school diplomas, career training, parent training. |
| South County One Stop Work 2 Future | | | 408-794-1212 | 7800 Arroyo Circle | Gilroy | 95020 | Employment related services |
| Working Partnerships USA | Charisse Ma Lebron/ Director of Health Policy & Community Development | charisse@wpusa.org | (408) 269-7872 | 2102 Almaden Rd | San Jose | 95125 | http://www.wpusa.org/ |
| Group 6: Education Services | | | | | | | |
| Adult Education | | | 408-847-2700 | 7810 Arroyo Circle | Gilroy | 95020 | Adult Education office site located at 7880 Murray Ave. |
| Cupertino Unified School District (K-8 Schools in Cupertino) | Baljit Jhatu/ Human Resources | jhatu_baljit@cusdk8.org | | | Cupertino | | Education Services |
| Foothill College Adaptive Education | Mark Anderson/ Division Dean | andersonmark@fhda.edu | (408) 864-5300 | 12345 EL Monte R | Los Altos Hills | | http://www.foothill.edu/ath/ape.php |
| Fremont High School District (High Schools in Cupertino) | Tom Avvakumovits/ Director of Human Resources | tom_avvakumovits@fuhsd.org | (408) 522-2228 | | Cupertino | | Education Services |
| Gavilan College | Jan Chargin | jchargin@yahoo.com | 408-848-4724 | 5055 Santa Teresa | Gilroy | 95020 | Jr. College |
| GECA | | geca-cusd-ca.schoolloop.com | 408-846-4909 | 5055 Santa Teresa | Gilroy | 95020 | Gilroy Early College Academy |
| Gilroy Prep School | | | 408-337-5445 | 277 IOOF St. | Gilroy | 95020 | Charter School K-8 |
| Gilroy Unified School District | Tracy Yip | Tracy.yip@gilroyunified.org | 408-848-7168 | 7810 Arroyo Circle | Gilroy | 95020 | K-5 elementary schools flyer distribution |
| HeadStart Preschool | Janet Garcia | Miriam_Garcia@sccoe.org | 408-847-8941 | | Gilroy | 95020 | Can distribute to all 3 HeadStart Preschools in Gilroy |
| Junior Achievement | Christie Valdez/ Vice President, Development | cvaldez@janorcal.org | (408) 217-7909 | 1671 The Alameda | San Jose | 95126 | |
| Mountain View - Los Altos Adult Education | Keith Moody/ Director | keith.moody@mvla.net | (650) 940-1333 | 333 Moffett Boulevard | Mountain View | 94043 | http://www.mvla.net/MVLA_Adult_Education/ |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Attachment 1

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|--|--|---|-----------------------|---------------------|-------------------------------|----------|---|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| Mountain View Whisman School District | Jean Yao/ Director of Fiscal Services | yyao@mvwsd.org | (650) 526-3500 | 750-A San Pierre | Mountain View | 94043 | http://www.mvwsd.org/ |
| MVLA High School District | Mike Mathiesen/ Associate Superintendent | Mike.Mathiesen@mvla.net | (650) 940-4650 | 1299 Bryant Aven | Mountain View | 94040 | http://www.mvla.net/ |
| Santa Clara Unified School District | Lorena Tariba | ltariba@scusd.net | 408-423-2125 | | Santa Clara | | Migrant Ed., English Learners Program |
| Santa Clara Unified School District | Rob Griffin | rogriffin@scusd.net | 408-423-2086 | | Santa Clara | | McKinney-vento, Foster Youth |
| Santa Clara University Ignation Center | info pending | ignationcenter@scu.edu | 408-554-6917 | | Santa Clara | | Arrupe Weekly Engagement - Student volunteers provide services such as tutoring at local schools. |
| State Preschool | Sylvia Garcia | | 408-847-7835 | 475 W. 9th St. | Gilroy | 95020 | GUSD preschool |
| Group 7: Housing | | | | | | | |
| Eden Housing | | | 510-582-1460 | 22645 Grand St. | Hayward | 94541 | Property Managers for So. Co. Housing's rental units |
| Gilroy Apartments | Jacquelyn Guerrero | | 408-842-4457 | 500 IOOF St. | Gilroy | 95020 | Apartment complex in Neighborhood Revitalization Strategy Area |
| Gilroy Garden & Gilroy Park Apts. | Jeanette Mueller | | 408-848-0022 | | | | Affordable rentals |
| Rebuilding Together Peninsula | Seana O'Shaughnessy / | Seana@rebuildingtogetherpeninsula.org | (650) 366-6597 | P.O. Box 4031 | Menlo Park | 94026 | http://rebuildingtogether.org/ |
| Rebuilding Together Silicon Valley | Bev Jackson/ Executive Director | bjackson@rebuildingtogether-sv.org | (408) 578-9519 | 1701 S. 7th Street | SJ | 95112 | |
| West Valley Community Services (WVCS) | Saron Savoy/ Program Manager, Housing Services | sarons@wvcommunityservices.org | (408) 255-8033 | | | | Saron @ West Valley Community Services keeps an active list of local Lenders/Brokers that she can forward |
| Group 8: Homeless Services | | | | | | | |
| Boccardo Family Living Center | Patricia Vasquez | | 408-539-2191 | 13545 Monterey R | Gilroy | 95020 | Shelter for Families |
| Community Services Agency of Mountain View and Los Altos | Maureen Wadiak, Assoc. Director | mwadiak@csacares.org | (650) 968-0836 , x112 | | Mountain View | | CSA-Alpha Omega Program and Emergency Services Program |
| Community Technology Alliance | Jen Padgett | | | shared technical in | Palo Alto | | |
| Community Working Group | John Barton/ CWG Board President | cwg@communityworkinggroup.org | 650-299-8700 | Palo Alto's Opport | Palo Alto | | |
| Destination Home | Jennifer Loving | jennifer@destinationhomescc.org | 408-513-8700 | | Sunnyvale | | |
| Downtown Street, Inc. | Eileen Richardson/ Executive Director | eileen@streetsteam.org | | | Palo Alto | | |
| EHC LifeBuilders | Cindy Zbin/ Chief Development Officer | czbin@homefirstscc.org | (408) 539-2100 | 507 Valley Way | Milpitas | 95035 | http://www.homefirstscc.org/donate-today/ |
| Emergency Housing Consortium | Xian Ballesteros, Development Officer | | (408) 539-2212 | | City of Santa Clara | | |
| Faith in Action Silicon Valley Rotating Shelter | Cathy Edwards/ Executive Director | cody36@yahoo.com | (408) 221-9885 | 1669-2 Hollenback | Sunnyvale | 94087 | |
| Gilroy Armory, HomeFirst | | eariswold@homefirstscc.org | 408-539-2143 | | | | |
| Gilroy Compassion Center | Daleen Pierce | | 408-763-7120 | 8425 Monterey St | Gilroy | 95020 | Services for homeless persons |
| Health Trust | Patricia Narciso | patrician@healthtrust.org | | | SJ | | Meals On Wheels |
| HomeFirst | Christine Caldwell | ccaldwell@homefirstscc.org | 408-539-2136 | | | | Operates Sobrato Family Living Center located in Santa Clara - 50 transitional rental units for families |
| HomeFirst | Shelly Barbieri | sbarbieri@homefirstscc.org | (408) 510-7521 | | | | Chronically Homeless |
| HomeFirst | Linda Jones | liones@homefirstscc.org | (408) 510-7510 | | | | Emergency Shelters and RE-entry Services |
| HomeFirst | Teresa Schmitz | tschmitz@homefirstscc.org | (408) 510-7522 | | | | Veteran |
| HomeFirst | Angelica Niklowitz | tschmitz@homefirstscc.org | (408) 539-2181 | | | | Youth, including non-minor dependents of foster care |
| HomeFirst Services of Santa Clara County (formerly EHC dba EHC LifeBuilders) | Ben Kong, Grant Manager | bkong@ehclifebuilders.org | (408) 539-2111 | | Sunnyvale | | |
| HomeFirst Services of Santa Clara County (formerly EHC dba EHC LifeBuilders) | Jenny Niklaus / CEO | jniklaus@ehclifebuilders.org | (408) 539-2115 | | Campbell | | |
| InnVision | Cindy Lui | clui@innvision.org | (650) 853-7066 | | Mtn View, City of Santa Clara | | Homeless shelter and transitional housing developer and operator |
| InnVision | Karae Lisle, CEO | | (650) 685-5880 | | Sunnyvale | | New Address eff 0613: 181 Constituion Drive, Menlo Park, CA 94025-1106 |
| InnVision Shelter Network | Brian Greenberg/ Vice President, Programs & Services | bgreenberg@ivsn.org , klisle@ivsn.org | (650) 685-5880 | 181 Constitution D | Menlo Park | 94025 | http://www.ivsn.org/ |
| InnVision, The Way Home | | dscovel@InnVision.org | 408-292-4286 x5 | Services to homele | Palo Alto | | |
| Loaves & Fishes Family Kitchen | Christina Egan | Christina@loavesfishes.org | (408) 934-4990 | | | | |
| Mayview Health Center | Louis Baker/ Board President | | | health care for low | Palo Alto | | |
| Momentum for Mental Health | | HSchuppisser@momentumMH.org | | homeless outreach | Palo Alto | | |
| Peninsular Health Connections | Eileen Richardson/ Executive Director | info@peninsulahcc.org | | health care for low | Palo Alto | | |
| Red Cross of Silicon Valley | | | (877) 727-6771 | | Palo Alto | | |
| SCC Collaborative on Hsg. and Homelessness | Patricia Crowder, Chair of Committee | execdir@sfamilyshelter.org | (408) 254-2056 | | San Jose | | membership drawn from over 100 County, City, and private agencies that provide services to the unhoused residents of our community. |
| Shelter Network of San Mateo County | Michele Jackson, ED | mjackson@shelternetwork.org | (650) 685-5880 | | Palo Alto | | Palo Alto service provider for homeless |
| Sobrato Transitional Housing | Eden Housing | | 408-846-6400 | 9369 Monterey | Gilroy | 95020 | Transitional housing for homeless families that meet specific criteria |
| St. Joseph's Family Center | Liliv Armenta | | 408-842-6662 | 7950 A Church St | Gilroy | 95020 | housing referrals |
| West Valley Community Services - Rotating Shelter Program | Tricia Uyeda | triciau@wvcommunityservices.org | (408) 255-8033, x102 | | Cupertino, SJ, Sunnyvale | | Rotating homeless shelter for Cupertino, Sunnyvale and Saratoga |

**Santa Clara County Consolidated Plan
Stakeholder Outreach Database**

Last Updated: 2/2/2015

| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
|---|--|--|------------------------------|------------------------|------------------------|----------|--|
| West Valley Community Services - Rotating Shelter Program | Naomi Nakano-Matsumoto, Executive Director | naomin@wvcommunityservices.org | (408) 255-8033 | | Sunnyvale | | |
| Group 9: Affordable Housing Developers | | | | | | | |
| ABHOW | Ancel Romero, Sr. V.P. | ARomero@abhow.com | (925) 924-7197 | | | | http://www.abhow.com/ |
| Abode Services | Jon White/ | jwhite@abodeservices.org | | | | | |
| Affirmed Housing Group | Jimmy Silverwood/ Assistant Project Manager | james@affirmedhousing.com | | | | | |
| BIA | Pat Sausedo | psausedo@biabavarea.org | | | | | |
| BIA & NAIOP Silicon Valley | Dennis Martin | dmartin@naiopsv.org | | | | | |
| BRIDGE Housing | Anne Silverberg/ | asilverberg@bridgehousing.com | | | | | |
| Bridge Housing | Tom Early/ Director of Development | tearly@bridgehousing.com | 415-989-1111 | | Palo Alto | | Affordable Housing Provider |
| BRIDGE Housing | Brad Wiblin, Sr. VP Bus. Dev. | bwiblin@bridgehousing.com | (415)-989-1111-O, 321-3565-D | | | | updated 05/14 |
| Charities Housing | Dan Wu | Dwu@charitieshousing.org | (408) 550-8311 | | Campbell, Mtn View. | | Developer and property manager of affordable housing |
| Charities Housing | Kathy Robinson | Krobinson@charitieshousing.org | (408) 550-8311 | | City of Santa Clara | | |
| Charities Housing | Cynthia Alvarez | calvarez@charitieshousing.org | | | | | |
| Christian Church Homes | Geoffrey Morgan/ VP of Real Estate Development | gmorgan@cchnc.org | | | | | |
| Christian Church Homes of No. Ca. | Donald Stump/President & CEO | dstump@cchnc.org | (510) 632-6712 | | Sunnyvale | | |
| Community Housing Development Core Developers | Ronald Morgan, ED | www.communityhousing.org | (925) 606-1600 | | Palo Alto | | |
| EAH | Chris Neale, VP | cneale@thecorecompanies.com | 408-292-7841 x16 | | | | |
| EBALDC | Matt Steinle | msteinle@eahhousing.org | | | | | |
| Eden Housing | Carlos Castellanos | ccastellanos@ebaldc.org | | | | | |
| Eden Housing, Inc. | Neil Saxby | nsaxby@edenhousing.org | (510) 582-1460 | | Palo Alto | | Affordable Housing Provider |
| Eden Housing, Inc. | Kathy Schmidt, VP of Property Mgmt. | kschmidt@edenhousing.org | (510) 582-1460 | | Palo Alto | | |
| First Community Housing | Thomas Iamesi/Dir. Of Hsg. Dev. | jeffo@firsthousing.org | (408) 291-8650 | | Sunnyvale | | |
| First Community Housing | Michael Santero, Asset Mgr. | michaels@firsthousing.org | 408-291-8650 ext 12 | | | | |
| First Community Housing | Jeff Oberdorfer/ LEED Accredited Professional Executive Director | jeffo@firsthousing.org | | | | | |
| For the Future Housing | Jim Riedler Rendler/ Principal Director of Development | jrendler@fthhousing.com | | | | | |
| Habitat for Humanity | Janice Jensen, President & CEO | Jjensen@habitatebsv.org | (510) 251-6304 x (314) | | Cupertino, Santa Clara | | Jennifer Simmons left 1013 |
| Habitat for Humanity | Meg Fitts, Community Engagement | Mfitts@habitatebsv.org | (408) 620-3417 | | Silicon Valley/Ebay | | |
| Habitat for Humanity East Bay/Silicon Valley | Doug Stimpson/ VP, Real Estate Development | dstimpson@habitatebsv.org | | | | | |
| HomeFirst | Jenny Niklaus/ CEO | jniklaus@homefirstsc.org | | | | | |
| Housing Trust Silicon Valley (HTSV) | Julie Quinn/ Senior Loan Officer (Multi-Family) | julie@housingtrustsv.org | (408) 436-3450 | 95 S. Market, Suite SJ | | 95113 | |
| InnVision Shelter Network | Mila Zelkha/ | mzelkha@ivsn.org | | | | | |
| Mid Pen Housing | Jan Lindenthal/ | jlindenthal@midpen-housing.org | | | | | |
| Mid Peninsula Housing Coalition | Deborah Westby/ Vice President of Property Mgmt | dwestby@midpen-housing.org | 650-356-2900 | | Palo Alto | | Affordable Housing Provider |
| Mid-Peninsula Housing Coalition | Peter Villareal, Portfolio Manager | pvillareal@midpen-housing.org | (650) 356-2929 | | Campbell | | |
| Mid-Peninsula Housing Coalition | Matt Franklin, Exec. Dir | midpen@midpen-housing.org | (650) 356-2900 | | Sunnyvale | | |
| Mid-Peninsula Housing Coalition | Matthew Lewis/ Associate Project Manager | mlewis@midpen-housing.org | (650) 356-2928 | 303 Vintage Park | Foster City | 94404 | |
| Palo Alto Housing Corp. | Candice Gonzalez Gonzalez/ Executive Director | cgonzalez@paloaltohousingcorp.org | | | | | |
| Palo Alto Housing Corporation | Georgina Mascarenhas, Dir. of Property Mgmt | gmascarenhas@paloaltohousingcorp.org | (650) 321-9709 | | Palo Alto | | Affordable Housing Provider |
| RCD | Christina Mun | cmun@rcdev.org | | | | | |
| Related | Don Lusty/ Project Manager | dlusty@related.com | | | | | |
| ROEM Developers | Derek Allen, Dir. Of Development | dallen@roemcorp.com | 408-984-5600 | 1650 Lafayette St | Santa Clara | 95050 | |
| ROEM Development Corporation | Jonathan Emami, V.P. | jemami@roemcorp.com | (408) 984-5600 | | Mountain View | | Developer of affordable housing |
| SAHA | Eve Stewart/ | estewart@sahahomes.org | | | | | |
| Santa Clara Methodist Retirement Foundation | Priscilla J. Haynes, ED | | | | | | Liberty Tower in Santa Clara and Wesley Manor in Campbell project-based Section 8 for seniors and disabled |
| South County Housing | | | 408-842-9181 | 7455 Carmel St. | Gilroy | 95020 | Low income housing developer |
| St. Anton Partners | Ardie Zahedani | az@antonilc.com | (916) 400-2077 | | | | 1801 I Street, Suite 200 |
| The Nicholson Company | Willie Koolstra | Willie@thenicholsonco.com | (408) 371-1734 | | | | added 2013-Borregas Court |

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|--|---|--|------------------------|-------------------|------------------------------------|----------|--|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| Urban Housing Communities | Mark P. Irving | mirving@uhcllc.net | (714) 835-3955 | | | | added 2012-Consultant to Urban Housing Communities |
| Urban Housing Communities | Lori Zito | lorizito@msn.com | (310) 863-3370 | | | | added 2012-Consultant to Urban Housing Communities |
| USA Properties Fund | Steven Gall, Sr. VP | sgall@usapropfund.com | (916) 724-3825 | | Sunnyvale | | added 1013, mif developer: develop/rehab mif |
| USA Properties Fund | Brandon Dinon, Asst. Dir of Acq | bdinon@usapropfund.com | (916) 724-3883 | | | | added 1013 |
| USA Properties Fund | Matthew Skelton, Acq Assoc | mskelton@usapropfund.com | (916) 865-3987 | | | | |
| West Valley Community Services | Naomi Nakano-Matsumoto/ Exec Dir | naomin@wvcommunityservices.org | | | | | |
| Group 10: Lenders, Brokers, First-Time Home Buyers Programs | | | | | | | |
| BaiCal Financial Corp. | Coco Tan/Loan Consultant | Coco.Tan@baycal.us | (408) 387-8080 | | Sunnyvale | | |
| Bank of America | Steve Kim/Loan Consultant | steve.v.kim@bankofamerica.com | (408) 991-8377 | | Sunnyvale | | |
| CalHFA Santa Clara County Staff | | | | | Sunnyvale | | |
| City of Santa Clara BMP | Eloiza Murillo-Garcia | | 408-615-2490 | | | | |
| Countrywide Home Loans | Kulvinder Hummel/Loan Consultant | | (408) 342-2818 | | Sunnyvale | | |
| Countrywide Home Loans | Wilson Chai/Loan Consultant | Wilson_chai@countrywide.com | (909) 569-5536 | | | | |
| County of Santa Clara, MCC Program | Tracy Cunningham, Sr. Management Analyst | Tracy.Cunningham@pln.sccgov.org | 408-299-5765 | | | | |
| Housing Trust of Santa Clara County | Jessica Garcia-Kohl/Associate Director | jessica@housingtrustscc.org | (408) 436-3450 x222 | | Sunnyvale | | |
| Housing Trust of Silicon Valley (HTSV) | Julie Quinn Senior Loan Officer | julie@housingtrustsv.org | (408) 436-3450 | | SJ | | |
| Lenders for Community | Gwyneth Galbraith | gwyneth@L4CD.com | | | SJ | | Microcredit San Jose |
| Meriwest Mortgage | Joe Mariscal/Loan Consultant | jmariscal@meriwest.com | (408) 363-3451 | | Sunnyvale | | |
| MetLife Home Loans | | | (650) 559-5593 | | Sunnyvale | | |
| Neighborhood Housing Services | Teresa Martinez Gonzales, Affordable Hsing. Planning Mgr | Tmartinez@nhssv.org | 408-579-6565 | 31 N. Second St. | San Jose | 95113 | City's partner for BMP Program |
| Neighborhood Housing Services Silicon Valley | Ed Moncrief, ED | emoncrief@nhssv.org | (408) 279-2600 | | Mountain View, City of Santa Clara | | Affordable housing lender; mortgage and foreclosure counseling |
| Office of Affordable Housing - SCC | | | | | City of Santa Clara | | |
| Opportunity Fund Northern | Jenna Bover | jenna@opportunityfund.org | | | SJ | | Micro Credit San Jose |
| Opportunity Fund Northern | Toby Leberman | toby@opportunityfund.org | (408) 516-4601 | | Sunnyvale | | |
| Opportunity Fund Northern | Suvada Mujanovic | suvada@opportunityfund.org | | | | | |
| Opportunity Fund Northern | Zuri Ruiz/ COO | zuri@opportunityfund.org | | | | | |
| Opportunity Fund Northern | Libby Morris | libby@opportunityfund.org | | | | | |
| Opportunity Fund Northern | Gustavo Lasala | gustavo@opportunityfund.org | | | | | |
| Star One Credit Union | Kevin Collins/Loan Consultant | | (408) 543-5202 x5075 | | Sunnyvale | | |
| Wells Fargo Home Mortgage | Kethi Cova/Loan Consultant | | (408) 723-6634 | | Sunnyvale | | |
| Group 11: Public Housing Authorities | | | | | | | |
| Housing Authority of Santa Clara County | Candace Capogrossi/E.D. - Hsg Programs | | (408) 993-2945 | | Sunnyvale, City of Santa Clara | | |
| Housing Authority of Santa Clara County | Katherine Harasz, Deputy Executive Director & General Counsel | housingprogram@hacsc.org | 408-275-8770 | 505 West Julian S | Gilroy | 95020 | Section 8 program |
| Housing Authority of Santa Clara County | Vanessa Cooper, Dir. of Real Estate Services | vanessac@hacsc.org | 408-975-4675 (Dept. #) | | | | |
| Group 12: Disabled Services | | | | | | | |
| Abilities United | Jo Baillard, Corporate and Foundation Giving Officer | jo@abilitiesunited.org | (650) 618-3329 | | Sunnyvale | | |
| Alliance for Community Care | Heiri Schupisser, Clinical Service Specialist | | | | SJ | | Adult and Senior services provide mental health and case management services for adults and seniors. |
| Deaf Counseling, Advocacy & Referral Agency (DCARA) | James R. Brune | jim.brune@dcara.org | | | SJ | | Deaf for Self-Sufficiency Program |
| Health Trust-Meals on Wheels Program | Teresa Johnson, Director | Teresaj@healthtrust.org | (408) 961-9804 | | Mountain View | | Meals and nutrition management home-bound disabled persons |
| Hope Services | Christy Tall | | | | Santa Clara | | Assist kids, adults and seniors with developmental disabilities |
| Housing Choices Coalition | Jan Stokley | jstokely@housingchoices.com | (408) 284-0993 | | Cupertino, City of Santa Clara | | Our goal is to ensure that a variety of housing options are available to people with developmental disabilities. |
| Live Oak Adult Day Services | Colleen Hudgen, ED | liveoakdaycare@att.net | 408-971-9363 | 1147 Minnesota A | San Jose | 95125 | Serves frail, at-risk residents and their families |
| Outreach and Escort | Paul Tatsuta, Program Manager | PaulT@outreach2.org | (408) 436-2865 x264 | | Cupertino | | Transportation services for seniors and individuals with disabilities who are unable to use the public transit bus and light-rail systems. |
| Pacific Autism Center for Education | Anni Vario | | | | | | Pacific Autism Center for Education |
| Parents Helping Parents | Pamela Kensinger | pamk@php.com | (408) 727-5775, x133 | | Mountain View | | Support services for households with disabled children |
| Parents Helping Parents | Paul Schuttz / Chief Financial Officer | pschuttz@php.com | (408) 727-5775 | 1400 Parkmoor Av | San Jose | 95126 | http://www.php.com/contact_us |
| Santa Clara Valley Blind Center | Judy Arvidson | jarvidson@visionbeyondsight.org | | | SJ | | Blind Rehab & Therapeutic Services |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Attachment 1

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|--|--|--|----------------|---------------------------|-------------------------------|----------|---|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| Silicon Valley Independent Living Center | Nayana Shah | nayanas@svilc.org | 408-894-9041 | 2202 N First St. | San Jose | 95131 | Program to assist disabled person with living independently |
| Silicon Valley Independent Living Center | Debra Sue Stevens/ Executive Director | DebraS@svilc.org | (408) 240-0153 | 2202 North Street | San Jose | 95131 | http://www.svilc.org/index.php/about-us |
| Vista Center for the Blind and Visually Impaired | Pam Brandin/ Executive Director | pbrandin@vistacenter.org | (650) 858-0202 | 2470 El Camino R | Palo Alto | 94306 | http://www.vistacenter.org/ |
| Group 13: Domestic Violence Services | | | | | | | |
| Asian Americans for Community Involvement | Teresa Yu | teresa.yu@aaci.org | | | SJ | | Asian Domestic Violence Program |
| Community Solutions | Perla Flores | perla.flores@communitysolutions.org | 408-776-6294 | | Gilroy | 95020 | La Isla Pacific Shelter for Battered Women and their Children |
| MAITRI | Mukta Sharangpani, president | mukta@stanford.edu | (408) 436-8393 | | Mountain View | | Shelter, transitional housing, and support services for victims of domestic violence |
| MAITRI | Rama Dharmarajan/ Executive Director | rama@maitri.org | 408-8393 | P.O Box 697 | Santa Clara | 95052 | |
| MAITRI | Jaya Suresh/ Transitional Housing Coordinator | jaya@maitri.org | (408) 436-8393 | | San Jose | | http://maitri.org/ |
| Next Door Solutions to Domestic Violence | Kathleen Krenek / ED | | (408) 501-7550 | | Campbell, City of Santa Clara | | |
| Next Door Solutions to Domestic Violence | Shawne Smith | ssmith@nextdoor.org | | | SJ | | HomeSafe Solutions & Shelter Next Door |
| Next Door Solutions to Domestic Violence | Susan McInnis, Dir. Finance & Ops. | smcinnis@nextdoor.org | 408-501-7564 | 234 Gish Rd. Ste. | San Jose | 95112 | provides case management at HomeSafe housing development in Santa Clara |
| YWCA – Support Network Crisis Hotline | Jessica Paz-Cedillos/ Director of Donor Relations | jpaz-cedillos@ywca-sv.org | (800) 572-2782 | 375 South 3rd Str | San Jose | 95112 | http://ywca-sv.org/programs/SN/index.php |
| YWCA - Support Network Dept. | Adriana Caldera, Director Domestic Violence Department | acaldera@ywca-sv.org | (408) 541-1333 | | SJ, Cupertino | | Domestic Violence Services for San Jose Residents |
| Group 14: Government Agencies: Local, County, State and Federal | | | | | | | |
| California Highway Patrol | | | 408-848-2324 | 740 Renz Lane | Gilroy | 95020 | |
| City of Cupertino | Angela Tsui/ Economic Development Manager | angelat@cupertino.org | (408) 777-7607 | | Cupertino | | Employment and Job Training Services, Angela keeps a database of Cupertino's top employers |
| City of Saratoga | Cindy McCormick | cmccormick@saratoga.ca.us | (408) 868-1230 | | | | |
| County Social Services Agency | Carla Torres | Carla.torres@ssa.sccgov.org | 408-758-3412 | 379 Tomkins Ct. | Gilroy | 95020 | |
| Department of Motor Vehicles | | | 800-777-0133 | 6984 Chestnut # | Gilroy | 95020 | |
| Gilroy Post Office | Max Janisch | | 408-842-1354 | 100 4th St. | Gilroy | 95020 | |
| Social Security Administration | | Socialsecurity.gov | 877-452-4198 | 1059 1st St. | Gilroy | 95020 | |
| Valley Health Clinic | | | 888-334-1000 | 7475 Camino Arroyo | Gilroy | 95020 | |
| Group 15: Business (Major Employers, Chambers of Commerce, Associations, Real Estate) | | | | | | | |
| Alberta Court Maintenance Association | Rajesh Edamula/ Contact | redamula@sbcglobal.net | (408) 733-2061 | 1564 Oak Point Terrace | | | |
| Baker's Acres Association | Bill Green/ | | (408) 744-9040 | 1290-D Reamwood Ave. | | | |
| Bellomo Avenue Townhomes Association | Joel Storm/ President | lbs300@yahoo.com | (408) 720-8949 | 958 Bellomo Avenue | | | |
| Birdland Neighbors | Rose Bullinger | rbullinger@pacbell.net | (408) 737-2781 | | Sunnyvale | | |
| California Avenue Homeowner's Association | Gail Begg/ | | (408) 245-6745 | 264 W. California Street | | | |
| Charles Street 100 NA | Monica Davis | monica.davis@cbnorcal.com | (650) 947-2294 | | Sunnyvale | | |
| Cherrywood HOA | Maureen Fox/ Vice President | mfox@acuson.com#http://mfox@acuson.org | 408-245-9977 | 624 S. Fair Oaks Ave. | | | |
| Cheyenne North Homeowner's Association | Tish Thinesen/ Landscape Co-Director | | (408) 736-3494 | 512 S. Cashmere Terrace | | | |
| Cheyenne North Homeowner's Association | Heather Putnam/ Landscape Co-Director | | N/A | 505 S. Cashmere Terrace | | | |
| Cheyenne North Homeowner's Association | Sean Murphy/ Director | sean_murphski@yahoo.com#http://sean_murphski@yahoo.com | (408) 773-1161 | 509 S. Cashmere Terrace | | | |
| Cheyenne North Homeowner's Association | James Stuart-Smith/ Director | jstuartsmith@attbi.com#http://jstuartsmith@attbi.com | (408) 530-8834 | 516 S. Cascade Terrace | | | |
| Cheyenne North Homeowner's Association | Alex Lubyanskiy/ Director | alexlubin007@attbi.com#http://alexlubin007@attbi.com | (408) 245-5636 | 513 S. Cascade Terrace | | | |
| Cheyenne North Homeowner's Association | Tracy Hammond/ Secretary | | (408) 720-9210 | 505 S. Cascade Terrace | | | |
| Cheyenne North Homeowner's Association | Wendy Phillips/ Treasurer | wphillips@impac.com#http://wphillips@impac.com | (408) 735-1284 | 524 S. Cashmere Terrace | | | |
| Cheyenne North Homeowner's Association | Karen Hopkins/ President | | (408) 245-8696 | 521 S. Castlerock Terrace | | | |
| Coldwell Banker | | | 408-848-2800 | 8050 Santa Teresa | Gilroy | 95020 | |
| Corte Madera Court Common HOA | Russ McHugh/ Vice President | russ_mchugh@agilent.com#http://russ_mchugh@agilent.com | (408) 732-1879 | 436 D Costa Mesa Terrace | | | |
| Corte Madera Court Common HOA | Ronald Herman/ President | rherman@earthlink.net#http://rherman@earthlink.net | (408) 733-3359 | 467 D Costa Mesa Terrace | | | |
| Corte Madera Court Common HOA | Robin Lettice/ Secretary | | (408) 739-6351 | 449-B Costa Mesa Terrace | | | |
| Corte Madera Court Common HOA | Sharon Anderson/ | | (408) 773-0985 | 436 C Costa Mesa Terrace | | | |
| Corte Madera Court Common HOA | Dave Panay/ Director | panay@acm.org#http://panay@acm.org | (408) 733-3359 | 485 Costa Mesa Terrace | | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Attachment 1

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|--|---------------------------------|---|----------------|--------------------------------------|-------------|----------|--|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| Crescent Common Homeowner's Association | A.C. Lewsey/ Financial Officer | | | 422 Crescent Ave. #15 | | | |
| Crescent Common Homeowner's Association | Alyce Werthman/ Director | | (408) 736-4010 | 420 Crescent Ave #12 | | | |
| Crescent Common Homeowner's Association | Ramaiyer Ramesh/ President | | | 418 Crescent Ave. #5 | | | |
| Crescent Common Homeowner's Association | Timothy Parker/ Vice President | | | 418 Crescent Ave. #4 | | | |
| Crescent Common Homeowner's Association | Scott Shafer/ Director | | | 422 Crescent Ave. #15 | | | |
| Crestview Association (Massingham Management, Inc) | Tom Littlepage Jr./ President | Includes 618-666 S. Ahwanee Terrace. Ma | (408) 749-1310 | 619 S Ahwanee Terrace | | | |
| Crestview Association (Massingham Management, Inc) | Mary Childress/ Board Member | | (650) 269-3574 | 627 S Ahwanee Terrace | | | |
| Crestview Association (Massingham Management, Inc) | Mike Davis/ Board Member | | (408) 733-4510 | 620 N Ahwanee Terrace | | | |
| Crestview Association (Massingham Management, Inc) | Tara Lund/ Manager | Massingham Associates Inc. | (408) 540-5032 | 2542 S Bascom Ave, Suite 170 | | | |
| Cupertino Chamber of Commerce | | | (408) 252-7054 | | Cupertino | | Children & Youth Services/Employment and Job Training Services: The Chamber has a business directory on it's website that is very helpful: www.cupertino-chamber.org |
| Cypress Terrace HOA | Sheila Lum/ President | | (408) 732-3220 | 109 Berkeley Terrace | | | |
| Cypress Terrace HOA | Steve Taylor/ Treasurer | | (408) 736-2464 | DO NOT MAIL 104 Brisbane Terrace | | | |
| Danbury Place (Merit Property Management) | Nathan Brown/ Property Manager | nbrown@meritpm.com | (800) 428-5588 | 1 Polaris Way, Ste 100 | | | |
| Danbury Place (Merit Property Management) | Jill Provencal/ President | danburyinfo@danburyplace.org | | Tasman & Fair Oaks | | | |
| Fremont Plaza Association Inc (Victoria Terrace) | Jan Cozart/ Contact | | (408) 720-0628 | 1313 Victoria Terrace | | | |
| Fremont Plaza Association Inc (Victoria Terrace) | Jigisha Bengali/ President | | (408) 732-4027 | 1319 Victoria Terrace | | | |
| Gilroy Chamber of Commerce | | Chamber@gilroy.org | 408-842-6437 | 7471 Monterey St | Gilroy | 95020 | |
| Gilroy Economic Development Corporation | Tammy Brownlow | president@gilroyedc.org | 408-847-7611 | 7471 Monterey St | Gilroy | 95020 | |
| Gilroy Hispanic Chamber of Commerce | Raul Vega | | 408-847-1605 | | | | |
| Gilroy Premium Outlets | | | 408-842-3729 | 681 Leavesley Rd | Gilroy | 95020 | |
| HBA of Northern Ca - Southern Division | Jennifer Rodriguez | jrodriguez@hbcanc.org | (510) 579-9197 | | Sunnyvale | | |
| Heritage Oaks HOA | Elsa Amboy/ President | | (408) 733-9828 | 839 Springfield Terrace | | | |
| Heritage Oaks HOA | Patricia Perry/ Vice President | | (408) 733-9848 | 804 Springfield Terrace | | | |
| Heritage Oaks HOA | Vivek Singhal/ Secretary | | (408) 773-0810 | 833 Springfield Terrace | | | |
| Heritage Oaks HOA | Jeffrey Keh/ Treasurer | | (408) 732-7991 | 815 Springfield Terrace | | | |
| Hollenbeck Condominium Association | Carole Hutchinson/ President | carolehu@attbi.com#http://carolehu@attbi | (408) 738-8766 | DO NOT MAIL - 1203 Hollenbeck Avenue | | | |
| Hollenbeck Condominium Association | Ann Conway/ | | (408) 255-8088 | 709 Winstead Ct. | | | |
| Hollenbeck Condominium Association | Sherry Langbein/ | slangbein@aol.com#http://slangbein@aol.com# | | 711 Winstead Ct. | | | |
| Intero Real Estate | | | 408-848-8400 | 790 1st St. | Gilroy | 95020 | |
| Lakewood Village NA | Kristi Maichrowicz | cmaichrowicz@comcast.net | (408) 230-1546 | | Sunnyvale | | |
| Manet Terrace | George Schulke/ | | (408) 739-6382 | 575 Manet Terrace | | | |
| Moffet Park Business and Trans. Assoc. | Kerry Haywood | kerryh@mpbta.org | (408) 336-0394 | | Sunnyvale | | |
| Palm Square Homeowner's Association | Frieda Goldschmidt/ President | | (408) 738-5968 | 197-B N. Sunnyvale Ave. | | | |
| Palo Alto Chamber of Commerce | | david@paloaltochamber.com | | | | | |
| Palo Alto Downtown Business and Professional Association | | russ@paloaltdowntown.com | | | | | |
| Quaint Villa South Homeowner's Association | Robert Nordby/ Contact | | (408) 246-0736 | 1015 Helen Ave #E | | | |
| Rhonda Village III Homeowner's Association | Adrienne Ho/ President | heya29@yahoo.com | (408) 739-5678 | 1557 New Brunswick Ave | | | |
| Santa Clara Chamber of Commerce | Steve Van Dorn, President & CEO | Steve.Vandorn@santaclara.org | 408-244-8244 | 1850 Warburton A | Santa Clara | 95050 | Note that Chamber is a NOVA (employment services) partner |
| Santa Clara County Black Chamber of Commerce | Joel Wyrick | pres@blackchamber.com | | | SJ | | Next Gen Business Academy (NGBA) |
| Silicon Valley Association or Realtors | Adam Montgomery | amontgomery@silvar.org | (408) 200-0108 | | Sunnyvale | | |
| Sunny Trees HOA | Dan James/ Property Manager | | (650) 574-3835 | PO Box 4726 | | | |
| Sunnyvale Chamber of Commerce | Tammy Riegelow | triegelow@svcc.org | (408) 736-4971 | | Sunnyvale | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Attachment 1

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|--|--|--|----------------|-----------------------------------|------|----------|------------------------------------|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| Sunnyvale Crescent HOA | Anand Revasetti/ Contact | | (408) 646-2320 | 1114 Lessing Terrace | | | |
| Sunnyvale Townhomes | Barney Burke/ President | | | DO NOT MAIL 991-5 Belmont Terrace | | | |
| Sunset Park HOA | Stephen Rawlinson/ Director & Treasurer | | (408) 853-6181 | 125 Connemara Way #62 | | | |
| Traditions of Sunnyvale | Miguel Sanchez/ President | msanchez@traditionsofsunnyvale.org | (408) 866-4537 | PO Box 320819 | | | |
| Traditions of Sunnyvale Homeowners Association | Coleen Cola/ Association Manager | management@traditionsofsunnyvale.org | (408) 866-4537 | PO Box 320819 | | | |
| Verona at Sunnyvale | Amit Sinha/ President | | | 1186 Gliessen Terrace | | | |
| Verona at Sunnyvale (The Helsing Group, Inc) | Mathew Maughan/ Manager | mmaughan@helsing.com | (925) 355-9600 | 2000 Crow Canyon Place, Suite 380 | | | |
| Villas at Cortez (Baranca Terrace) | Colleen Colla/ Manager | villasatcortez@archwaytmc.com | (408) 866-4537 | PO Box 320819 | | | |
| Villas at Cortez (Baranca Terrace) | Serge Melle/ President | icvfrostydv@yahoo.com | (650) 996-8368 | 188 Arroyo Terrace | | | |
| White Pines Terrace Homeowner's Association | Carey Ussey/ | | | 1153 White Pines Terrace | | | |
| Woodgate Townhouses HOA | Douglas Fink/ President | douglanf@sbccglobal.net | (408) 732-2489 | 1379 Yukon Terrace L | | | |
| Group 16: Neighborhood Associations | | | | | | | |
| Birdland Association | Bill Weils/ Group Contact | billweils@comcast.net | 408-218-0866 | | | 94087 | |
| Birdland Association | Leigh Zerbini | cindy_l@yahoo.com | | | | 94087 | |
| Birdland Neighbors | Rose Bulloinger/ Director | rbullina@pacbell.net | 408-737-2781 | 1501 Meadowlark Lane | | 94087 | |
| Brady Corners Neighborhood Association | Jack and Jane Kroll/ Coordinators | jkroll@qgc.org | 408-739-2729 | 796 Lusterleaf Drive | | 94086 | |
| Brady Corners Neighborhood Association | Amy Kent/ Officer | kentfun@comcast.net | 408-245-4104 | 844 Gladiola Drive | | 94086 | |
| Brady Corners Neighborhood Association | Carl Plescia/ Officer | | 408-732-6441 | 862 Gladiola Drive | | 94086 | |
| Brady Corners Neighborhood Association | Jim Egen/ Officer | jegenfam@sbccglobal.net | 408-739-9382 | 838 Hydrangea Court | | 94086 | |
| Brady Corners Neighborhood Association | Delphine Ng/ Officer | dellywng@yahoo.com | 408-738-0847 | 844 Hydrangea Court | | 94086 | |
| Canary Drive Neighborhood Association | Steve Gospe/ President | brad.gospe@intel.com | 408-736-4591 | 1629 Canary Drive | | 94087 | |
| Charles Street 100 Neighborhood Association | Monica Davis/ President | monica.d.davis@att.net | 408-507-2830 | 152 Charles Street | | 94086 | |
| Charles Street 100 Neighborhood Association | Jill Jackson/ Vice President | | | 148 Charles Street | | 94086 | |
| Cherry Chase Neighborhood Association | Michelle Homberger/ Chairperson | michelle.homberger@gmail.com | 408-245-8826 | 793 Dona Avenue | | 94087 | |
| Cherry Orchard Neighbors Association | Carla Klein/ Point of Contact | cklein@sbccglobal.net | 408-746-2002 | 545 Cherrywood Drive | | 94087 | |
| Cherryhill Neighborhood Association | Kyle Welch/ Vice Chairperson | kyle_welch@comcast.net | 408-481-9700 | 1090 Syracuse Drive | | 94087 | |
| Cherryhill Neighborhood Association | Derek Wagner/ Chairperson | derek_wagner@intuit.com | 408-203-0051 | | | 94087 | |
| Cherryhill Neighborhood Association | Wayne Amacher/ Boardmember | wamacher@wamacher.com | 408-732-0810 | 1088 Ticonderoga Drive | | 94087 | |
| Cumberland South Neighborhood Association | Reid Myers/ President | reidsmail@yahoo.com | 408-749-0903 | 1013 Persimmon Avenue | | 94087 | |
| Cumberland South Neighborhood Association | Bryn Fenton/ Officer | bfenton94087@yahoo.com | 408-732-9694 | 936 Hillsboro Avenue | | 94087 | |
| Cumberland South Neighborhood Association | Jeanette Krogstad/ Officer | jmkrogstad@yahoo.com | 408-736-3342 | 1046 Pilinut Court | | 94087 | |
| Cumberland South Neighborhood Association | Eliza Lee/ Officer | elizalee@pacbell.net | 408-737-9249 | 804 Harvard Avenue | | 94087 | |
| Cumberland West Neighborhood Association | Cynthia Martin/ Point of Contact | osedacm@hotmail.com | 408-774-0996 | 902 Berkshire | | 94087 | |
| Cumberland West Neighborhood Association | Kammy Lo/ Backup Contact | kammy.lo@gmail.com | 408-733-4984 | 946 Arlington Court | | 94087 | |
| Gavello Glen Neighborhood Association | John Ray/ President | winray9@gmail.com | 408-386-3573 | | | 94086 | |
| Gavello Glen Neighborhood Association | Tony Thiebaud/ Officer | jpkg@comcast.net | 408-737-0524 | 775 Betty Court | | 94086 | |
| Gavello Glen Neighborhood Association | Karen Rivers/ Officer | tonyone@comcast.net | 408-737-0524 | 775 Betty Court | | 94086 | |
| Gavello Glen Neighborhood Association | Sonia DeHazes/ Officer | | | 806 Pierino Avenue | | 94086 | |
| Gavello Glen Neighborhood Association | Lois Martin/ Officer | | | 738 Pierino Avenue | | 94086 | |
| Gilroy Arts Alliance | | GilroyArtsAlliance.com | | 7341 Monterey Rd Gilroy | | 95020 | Art related activities |
| Gilroy Demonstration Garden | Brenden Zimmer | GilroyDemonstrationGarden@gmail.com | | 7360 Egleberry St Gilroy | | 95020 | Garden education |
| Gilroy Farmer's Market | | | | 7360 Egleberry St Gilroy | | 95020 | |
| Heritage District Neighborhood Assoc. (HDNA) | Tommy Carrig/ President | car357@pacbell.net | 408-736-6147 | | | 94086 | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Attachment 1

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|--|---|--|----------------|---------------------------|------|----------|------------------------------------|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| Lakewood Village Neighborhood Association | Fred Fowler/ President | fmfainc@gmail.com | (408) 505-2813 | | | 94089 | |
| Lakewood Village Neighborhood Association | Wendy Stanley/ 1st VP | Mwstanley.us@gmail.com | | | | | |
| Lakewood Village Neighborhood Association | Dee Dee Lloyd/ 2nd VP | | | | | | |
| Lakewood Village Neighborhood Association | Leah Lane/ Treasurer | Leahrlane@aol.com | | | | | |
| Lakewood Village Neighborhood Association | Skip Gottschaulk/ Secretary | rskipg@sbcglobal.net | | | | | |
| Lowlanders Neighborhood Association | Margaret Murguia/ President | mugs2115@aol.com | 408-735-9238 | 331 Lastreto Ave | | 94086 | |
| Morse Park Neighborhood Association | Robert Biro/ Chairperson | robert@biro.net | 650-248-5782 | 1077 Konstanz Terrace | | 94089 | |
| Morse Park Neighborhood Association | Philippe Van Nuijs/ Secretary | vannuys@gmail.com | 408-772-3792 | 416 Timor Terrace | | 94089 | |
| Morse Park Neighborhood Association | David Lin/ Treasurer | dlin920@gmail.com | 415-425-0098 | 1036 Jena Terrace | | 94089 | |
| Nimitz Neighborhood Community Communications and Advocacy Association | John Patton/ Secretary | pattonmj1@att.net | 408-732-4297 | 501 Crater Lake Court | | 94087 | |
| Nimitz Neighborhood Community Communications and Advocacy Association | Michael Trapp/ Chairperson | trapper@mac.com | 408-390-5990 | 1378 La Bella Avenue | | 94087 | |
| Nimitz Neighborhood Community Communications and Advocacy Association | Allison Carter/ Vice Chairperson | abilbas@aol.com | 408-736-8895 | 1318 La Bella Avenue | | 94087 | |
| Nimitz Neighborhood Community Communications and Advocacy Association | Julie Treichler/ Webmaster | nimitzneighborhoodwebmaster@gmail.com | 408-718-0442 | 1390 La Bella Avenue | | 94087 | |
| Ortega Park Neighborhood Association | Kitty Chuang/ President | opna_kitty@yahoo.com | 408-245-5275 | 1627 Crow Court | | 94087 | |
| Ortega Park Neighborhood Association | Lana Klier/ Vice President | lanazk@pacbell.net | 408-738-6808 | 651 Dorset Way | | 94087 | |
| Ortega Park Neighborhood Association | Helen Nowicki/ Treasurer | | 408-735-1247 | 722 Kenley Way | | 94087 | |
| Panama Park Neighborhood Association | Amy Johnson/ Contact | ajohnson94801@gmail.com | 408-733-3099 | | | | |
| Ponderosa Park Neighborhood Association | Vince Maniago/ President | uvince@gmail.com | 408-749-0336 | 892 Ponderosa Avenue | | 94086 | |
| Ponderosa Park Neighborhood Association | Edith Espinola/ Vice President | | 408-569-5556 | 887 Roble Drive | | 94086 | |
| Raynor Park Neighborhood Association | Henry Alexander III/ President | halexanderiii@gmail.com | 408-368-4887 | | | 94087 | |
| Raynor Park Neighborhood Association | Dimitrios Triantafyllou/ Vice President | demetrian@aol.com | 408-732-5517 | | | 94087 | |
| Raynor Park Neighborhood Association | Avis Tahquechi/ Secretary | avis@tahquechi.com | 408-245-1992 | 1460 Hampton Drive | | 94087 | |
| Raynor Park Neighborhood Association | Irene Castro/ President | castroam5@comcast.net | 408-739-5739 | 1410 Navarro Drive | | 94087 | |
| San Miguel Neighbors Association | Luis Angulo/ Main Contact | louie.angulo@sbcglobal.net | 408-739-5860 | 985 E. Duane Ave. | | 94085 | |
| South County Youth Task Force | Bernice Aquilera | SCYouthTaskForce@gmail.com | 408-846-0337 | 7370 Rosanna St. Gilroy | | 95020 | |
| Stevens Creek Neighbors | Kathleen Cordova/ | kathleen@cordovahome.net | | 1495 Barton Drive | | 94087 | |
| Stevens Creek Neighbors | Pete Metruilas/ Vice President | pete_metrulas@hotmail.com | 408-730-1337 | 1567 Ashcroft Way | | 94087 | |
| Stevens Creek Neighbors | Camie Hackson/ Vice President | camie_hackson@yahoo.com | 408-736-2707 | 1533 Ashcroft Way | | 94087 | |
| Stevens Creek Neighbors | Jan Piazza/ Secretary | ianpiazza@sbcglobal.net | 408-245-2257 | 1467 Barton Drive | | 94087 | |
| Stowell Orchard | Becky Horton/ Member | beckyhorton@yahoo.com | 408-739-1904 | 383 Stowell Avenue | | 94085 | |
| Stowell Orchard | Bill Godwin/ Point of | wmbgodwin@yahoo.com | 408-242-5687 | 323 Stowell Avenue | | 94085 | |
| Stratford Gardens Neighborhood Association | Brad Whitaker/ President | brad_whitaker@sbcglobal.net | 408-720-9444 | 451 Ives Terrace | | 94087 | |
| Stratford Gardens Neighborhood Association | Bob Williams/ President | bob_williams1@comcast.net | | | | 94087 | |
| Stratford Gardens Neighborhood Association | Mitzi Schreck/ Vice President | mschreckiam@sbcglobal.net | 408-245-8239 | 453 Ives Terrace | | 94087 | |
| Stratford Gardens Neighborhood Association | Sudeep Roy/ Secretary | sudeep.roy@gmail.com | 408-732-8767 | 404 Ives Terrace | | 94087 | |
| Stratford Gardens Neighborhood Association | Terry Kennedy/ Treasurer | terryk@google.com | 408-739-7282 | 431 Ives Terrace | | 94087 | |
| SunnyArts | Jennifer Wong/ Co- | yahoo@lvriad.com | | | | 94087 | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Attachment 1

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|--|---|--|------------------------|-------------------------|---|----------|---|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| SunnyArts | Patty Francois/ Co-President | pattintony@aol.com | 408-735-0806 | 1081 Sargent | | 94087 | |
| SunnyArts | Atul Garg/ Secretary | atul_garg@yahoo.com | 408-887-7583 | 1078 Robbia Drive | | 94087 | |
| Sunnyvale Neighbors of Arbor Including La Linda (SNAIL) | John Cordes/ Chair | johncordes@yahoo.com | 650-288-9645 | | | | |
| Sunnyvale Neighbors of Arbor Including La Linda (SNAIL) | Jim Quaderer/ Previous Chair | SNAILchair@snail.org | 408-737-9479 | 302 Beechnut Avenue | | 94085 | |
| Sunnyvale West Neighborhood Association | Gopal Patangay/ Chair | gpatangay@yahoo.com | 408-720-8767 | 240 S. Mary Avenue | | 94086 | |
| Sunnyvale West Neighborhood Association | Eleanor Hansen/ Treasurer | sobernardo@aol.com | | 1086 S. Bernardo Avenue | | 94087 | |
| West Valley Neighborhood Association | Steve Hoffman/ President | shoffman@backproject.com | 408-981-7290 | 1693 Samedra Street | | 94087 | |
| Wisteria Terrace Neighborhood Association | Narayana Penukonda/ President | npenukonda@gmail.com | 408-507-9731 | 983 Wisteria Terrace | | 94086 | |
| Wrightmont Corners Neighborhood Association | Donna Winslow President | donna@winslowhome.com | 408-730-8543 | | | | |
| Group 17: Citizen/ Advisory Committees | | | | | | | |
| City of Gilroy Citizens Advisory Committee | | sandra.nava@cityofgilroy.org | 408-846-0290 | 7351 Rosanna St. | Gilroy | 95020 | Contact person for committee |
| Loan Committee | Teresa O'Neill, Council Member & Chair | MayorandCouncil@santaciaraca.gov | 408-615-2250 | | | | Committee approves housing rehab loans |
| San Ysidro Park Advisory Committee | Art Barron | art@youthall.org | 408-315-0854 | | | | Regaining San Ysidro park to make it a safer place for families |
| Group 18: Fair Housing and Legal | | | | | | | |
| Advocates for Affordable Housing (local Mountain View group) | Roy Hayter | rghayter@sbcglobal.net | (650) 968-2650 | | Mountain View | | Development of affordable housing |
| Asian Law Alliance | Richard Konda/ Excutive Director | scalaparkbell.net | (408) 287-9710 | 991 West Hedding | San Jose | 95126 | http://asianlawalliance.org/about-us/ |
| Bay Area Legal Aid | Jaclyn W. Piñero/ Director of Grants & Contracts | jpintero@baylegal.org | (510) 663-4755 | 184 East Jackson | San Jose | 95110 | http://baylegal.org/get-help/client-services/ |
| Catholic Charities Long-Term Ombudsman Program | Wanda Hale/ Program Manager | whale@catholiccharitiesscc.org | (408) 325-5269 | 2625 Zanker Rd | San Jose | 95164 | http://www.catholiccharitiesscc.org/ |
| Centro de Ayuda Legal para Inmigrantes | | info@call-immigration.org | (650) 938-4041 | 1125 Benton Street | Santa Clara | 95050 | http://www.call-immigration.org |
| Community Technology Alliance (CTA) | Jen Hoey, ED | jen@CTAgroup.org | | | | | mission is to end and prevent homelessness by linking and networking communities through technology |
| Dept. of Veteran's Affairs, State of CA | Robert Fitch | | | | City of Santa Clara | | |
| ECHO Housing | Margie Rocha, Exec. Director | margie@echofairhousing.org | (510) 581-9380 ext. 17 | | Cupertino | | Fair Housing Services for Cupertino |
| Eden Council for Hope and Opportunity | Adrienne Padilla/ Contact | adrienne@echofairhousing.org | (510) 581-9380 | 770 A Street | Hayward | 94541 | |
| Eden Council for Hope and Opportunity | Marjorie A. Rocha/ margie@echofairhousing.org | margie@echofairhousing.org | (510) 581-9380 | 771 A Street | Hayward | 94541 | |
| Family Supportive Housing, Inc. | Patricia Crowder | execdir@familysupportivehousing.org | | | SJ | | Case Management for Homeless Families |
| Housing for Independent People | Kristie Kesel | kristie@hio4housing.org | | | SJ | | Disabled Housing Preservation II |
| Katherine & George Alexander Community Law Center | Erika Henderson/ Admin. Director-Grants | e.henderson@scu.edu | (408) 288-7030 | 1030 The Alameda | San Jose | 95126 | http://law.scu.edu/kgac/c/ |
| Law Foundation of Silicon Valley | Eva Fong/ Controller | evaf@lawfoundation.org | (408) 293-4790 | 152 North Third St | San Jose | 95112 | http://www.lawfoundation.org/ |
| Law Foundation of Silicon Valley (Formerly Project Sentinel) | Sharlene Kilgore | | 243-8565 x10 720-9888 | | Campbell, city of SC, Cupertino, Mountain View, Sunnyvale | | |
| Legal Aid of Santa Clara County | Antonio Estremera | tonve@legalaidsociety.org | | | SJ | | Legal Aid Society Housing Counseling Project |
| Legal Aid Society | Nan Cramer/ | ncramer@las-elc.org | (415) 864-8848 | 180 Montgomery | San Francisco | 94104 | http://www.las-elc.org/ |
| North County Homeless Coalition | Duncan Macviccan | duncanmv@aol.com | | | Mountain View | | Housing for the homeless |
| NOVA | Cindy Stahl | cstahl@novaworks.org | (408) 730-7236 | | Mountain View | | Job training and referrals |
| Pro Bono Project | Sandra Madrigal/ Executive Director | smadrigal@probonoproject.org | (408) 998-5298 | 480 North First St | San Jose | 95112 | http://www.probonoproject.org/about/ |
| Project Sentinel | Scott Bladex | Sbladex@housing.org | 408-842-7740 | 7800 Arroyo Circle | Gilroy | 95020 | Fair Housing |
| Project Sentinel | Ann Marquart, ED | amarquart@housing.org | 408-720-9888 | 1490 El Camino R | Santa Clara | 95050 | Fair Housing and tenant-landlord mediation |
| Project Sentinel Mediation Program | Anky Van Duersen | avanduersen@housing.org | (408) 720-9888 | 1490 El Camino R | Santa Clara | 95050 | http://housing.org/ |
| Project Sentinel Mediation Program | Maia Popovich | mpopovic@housing.org | (408) 720-9888 | 1490 El Camino R | Santa Clara | 95050 | http://housing.org/ |
| Sacred Heart Community Service | Poncho Guevara / ED | | (408) 720-9888 | | Campbell, City of Santa Clara, SJ | | Housing Assistance, Legal Assistance, Children and Adult Education, Job Link |
| Senior Adult Legal Assistance | Georgia Bacil, Directing Attorney | gbacil@ix.netcom.com | (408) 295-5991 x202 | 160 E. Virginia St. | San Jose | 95112 | Provides legal assistance for seniors. |
| Silicon Valley Leadership Group | Shiloh Ballard | sballard@svlg.net | (408) 501-7859 | | Sunnyvale | | |
| South County Collaborative | Dina Campeau | | | | City of Santa Clara | | Advocates for the human care needs, services and issues of South County residents. Provides access to health and human services |
| Stanford Community Law Center | Juliet M. Brodie/ Director | imbrodie@law.stanford.edu | (650) 725-9200 | 2117 University Ave | East Palo Alto | 94303 | http://www.law.stanford.edu/organizations/clinics/community-law-clinic |
| Group 19: Faith-Based Organizations | | | | | | | |
| Church of Jesus Christ of Latter-Day Saints | | | 408-848-1456 | 7999 Miller Ave. | Gilroy | 95020 | Mormon Church |
| City Team Ministries | Mike Pounds, ED | | 408-232-5600 | | SJ | | |

DRAFT Sunnyvale FY 2015-2020 Consolidated Plan

Attachment 1

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|--|--|--|----------------|--------------------|---------------------|----------|---|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| Congregation Emeth | | | 408-847-4111 | PO Box 1430 | Gilroy | 95020 | located in Morgan Hill serving Gilroy Jewish community |
| Gilroy Presbyterian Church | | | 408-842-3000 | 6000 Miller Ave. | Gilroy | 95020 | Presbyterian Church |
| Salvation Army | | | 408-848-5373 | 200 5th St. | Gilroy | 95020 | Variety of services to help the less fortunate |
| South Valley Community Church | | | 408-848-2363 | 8000 Santa Teresa | Gilroy | 95020 | Christian Church |
| St. Justin Community Ministry | Joe Bauer, Project Director | joeb@st-justin.org | 408-246-1193 | 2655 Homestead | Santa Clara | # 95051 | |
| St. Mary's Church | | | 408-842-2827 | 7900 Church St. | Gilroy | 95020 | Catholic Church |
| Group 20: Cultural Organizations | | | | | | | |
| Asian Americans for Community Involvement | Michele Lew/President-CEO | | (408) 975-2730 | | Sunnyvale | | |
| Bay Area Cultural Connections | Oytun Eskiyeenturk | contact@baycc.org | | | Sunnyvale | | |
| Chinese American Cultural Center | Roy Leu/Exec Dir | info@ccctecsf.org | (408) 747-0394 | | Sunnyvale | | |
| Community Agency for Resources, Advocacy, and Services (CARAS) | Reymundo Armendariz | reymundo.armendariz@gmail.com | 408-842-7898 | 8545 Suite A Mont | Gilroy | 95020 | Community organizers |
| Eastern European Service Agency | Sonja Cvitanich | cvitanich@hotmail.com | | | SJ | | Immigrant & Senior Hope |
| Ethiopian Community Services, Inc. | Birku Melese, Ph.D. | ecssanjose@aol.com | | | SJ | | Ethiopian Community Center |
| India Community Center | Amor Santiago/ Exec Dir | | (408) 934-1130 | | Sunnyvale | | |
| Iraqi Community Association | Imad Jonaby/Exec Dir | | (408) 720-8856 | | Sunnyvale | | |
| Korean-American Community Services (KACS) | Heona Lee | hlee@kacs1.org | | | SJ | | KACS Community Center Renovation & Senior Wellness Program |
| Latino Family Fund | Ange Aquirre | aaquirre.paz@gmail.com | 408-476-0051 | | Gilroy | 95020 | Philanthropic organization |
| MCA Islamic Center | Razi Mohiuddin/President | razi@mca-sfba.org | | | Sunnyvale | | |
| Mexican American Community Services Agency, Inc. (MACSA) | Laura Cazares | cazaresL@macsa.org | | | SJ | | MACSA Youth Opportunities Unlimited (Y.O.U.); MACSA Youth Center Services (Y.C.S.); MACSA Adult Day Health Care Center |
| Mexican American Community Services Agency, Inc. (MACSA) | Jose Vasquez | jose@macsa.org | | | | | Alum Rock/Mayfair Weatherization Project |
| Polish American Engineers Club | Janusz Balicki | polanmeng@amberdot.com | (408) 739-3446 | | Sunnyvale | | |
| Portuguese Org. for Social Services & Opportunities (POSSO) | Mary Jo Rodrigues | maryjo_posso@yahoo.com | | | SJ | | Minority Senior Service Providers Consortium Program & Portuguese Community Center Senior Project |
| San Jose / Silicon Valley NAACP | Linda Vu | | | | City of Santa Clara | | CALVET HOME LOANS+ Counseling for Veterans |
| Sangeet Dhvani | Pradeep Joshi/ Dir | pradjoshi@aol.com | (408) 245-2737 | | Sunnyvale | | www.sangeetdhvani.org |
| SCC Black Chamber of Commerce | Joel Wyrick or Cassandra Nash | info@blackchamber.com | | | SJ | | Small Business Incubator Program & Small Business Education & Development Assistance |
| Sociedad Cervantes | Carmen Propin | | (408) 736-2873 | | Sunnyvale | | |
| South India Fine Arts | K.S. Srinivasan/President | president@southindiafinearts.org | (408) 972-0839 | | Sunnyvale | | |
| Vietnamese Voluntary Foundation (VIVO) | MyLinh Pham | mylinhpham1105@yahoo.com | | | SJ | | Vietnamese American Youth Program; Vietnamese Senior Services; Vietnamese Employment Services |
| Voz de la Gente | Rebecca Armendariz | beckadegilas@hotmail.com | 408-608-7380 | | Gilroy | 95020 | Community organizers |
| Group 21: Publically Funded Institution/ System of Care | | | | | | | |
| County Mental Health Department - see Homeless Services | | | | | | | |
| Public Health Department | | sscgov.org/sites/sccpd | 408-792-5050 | | | | |
| Valley Verde | Laura Espinoza | www.valleyverde.org | 510-529-9041 | | | | Free organic home garden program |
| Group 22: Local and Regional Planning Organizations | | | | | | | |
| City of Cupertino | Piu Gosh/ Senior Planner | piug@cupertino.org | (408) 777-3277 | | | | |
| Rotary Club | | joelgoldsmith@charter.net | | PO Box 1912 | Gilroy | 95021 | Service club |
| South County Collaborative | Shawn Weymouth | Shawn@first5kids.org | 408-847-8941 | | Gilroy | 95020 | Collaborative of non profit public service providers Serving South Santa Clara |
| Group 23: Community/Family Services and Organizations | | | | | | | |
| Adobe Wells Mobilehome Community | Carsen Jensen | adobewells@bsmgroupp.com | (408) 734-8424 | | Sunnyvale | | |
| American Legion Post 558 | Ken Newman/ Finance Officer | kenneth.w.newman@comcast.net | (650) 279-1092 | 347 First Street | Los Altos Hills | | http://www.calegionpost558.org/ |
| Community School of Music and Art | Colette Rodgers/ Executive Director | crodders@arts4all.org | (650) 917-6813 | 230 San Antonio | Mountain View | 94040 | |
| Community Services Agency of MV, Los Altos & Los Altos Hills | Tom Myers/ Executive Director | tmyers@csacares.org | (650) 968-0836 | 204 Stierlin Road | Mountain View | 94043 | http://csacares.org/staff-directory/ |
| Community Services Agency of MV, Los Altos & Los Altos Hills | Maureen Wadiak/ Associate Director | mwadiak@csacares.org | (650) 968-0836 | 204 Stierlin Road | Mountain View | 94043 | http://csacares.org/staff-directory/ |
| Day Worker Center of Mountain View | Maria Marroquin/ Executive Director | maria@dayworkercentermv.org | (650) 903-4102 | 113 Escuela Aven | Mountain View | 94040 | |
| Dayworker Center of Mountain View | Dorothy Heller, Exec. Assistant | dwcmv@yahoo.com | (650) 903-4102 | | Mountain View | | Dayworker Center of Mountain View |
| Dayworker Center of Mountain View | Maria Marroquin, ED | 'distancia5@hotmail.com' | | | | | |
| EMQ Children & Family Services | Diane Wesson/ Maryanne McGlothlin/ Director of Grants & Communications | doane.wesson@emqff.org | (408) 379-3790 | 251 Llewellyn Ave | Campbell | 95008 | http://emqff.org/ |
| Family & Children Services | | N/A | (650) 326-6576 | 375 Cambridge Av | Palo Alto | | http://www.fcscservices.org/ |
| Family Court | | ssweb@scscourt.org | (408) 882-2700 | 191 North First St | San Jose | 95113 | http://www.scscourt.org/court_divisions/family/family_home.shtml |
| Friends of Magical Bridge | | os94301@yahoo.com | | | | | |
| Friends Outside | Kate Trevelyan- Hall, Coordinator | | | | Santa Clara | | Incarceration- related services (family support, visiting, counseling services) |
| Kiwanis Club of Mountain View | | mvkiwanis1@gmail.com | (408) 738-0279 | 235 Castro Street | Mountain View | 94041 | http://mountainviewkiwanisclub.thewebsecretary.net/ |
| Los Altos Community Foundation | Joe Eyre / | joeyeyre@losaltoscf.org | (650) 949-5908 | | | | |

| Santa Clara County Consolidated Plan Stakeholder Outreach Database <i>Last Updated: 2/2/2015</i> | | | | | | | |
|--|---|--|----------------------------------|--------------------------------------|----------------------------|----------------|--|
| Organization | Name / Position | Email | Phone Number | Address | City | Zip Code | Comments (i.e., services provided) |
| Mountain View Women's Club Outreach | Elisa Azila/ Manager of Eligibility Financing | N/A | (800) 443-4392 (408) 436-2865 | 890 Church Street 926 Rock Avenue | Mountain View San Jose | 94042 95131 | http://www.mtviewwomansclub.org/ http://www.outreach1.org/ |
| Rotary Club of Mountain View San Jose Conservation Corps & Charter School | Neil Kozuma | neil@sjcccharterschool.org | | 157 Moffett Boulevard | Mountain View SJ | 94041 | http://www.clubrunner.ca/Portal/Home.aspx?accountid=4225 Neighborhood Revitalization |
| Santa Clara County Hsing. Action Group | Shiloh Ballard, Sr. V.P. of HCD | sballard@svlg.org | 408-501-7859 | | | | Advocates for affordable housing, meets monthly at Santa Clara Central Library |
| Silicon Valley Leadership Group Silicon Valley Lions Club United Way 2-1-1 | | membership@siliconvalleylions.org | (408) 345-4300 | 460 East Middlefield | Mountain View Cupertino | 94043 | http://siliconvalleylions.org/ |
| Victim Witness Assistance Center | Debbie McDevitt/ Grant Writer | dmcdevitt@svfaces.org | (408) 295-2656 | 777 North First St | San Jose | 95112 | http://www.svfaces.org/victim-witness-assistance-programs |
| Group 24: Environmental Sustainability | | | | | | | |
| Community Action Agency- Weatherization Program | William Parker, ED | wparker@baprc.com | (650) 595-1342 | | Mountain View | | Energy efficiency upgrades and appliances for low income homeowners |
| GRID Alternatives | Erica Mackie | emackie@gridalternatives.org | | | SJ | | San Jose Solar Affordable Housing Program, renewable energy |
| San Jose Conservation Corp | Bob Hennessy | bob@sjcccharterschool.org | | | SJ | | Seismic Retrofit of 1534 Berger Dr. & SJCC & CS Cafeteria & Nutrition Center |
| Group 24: Immigration Services | | | | | | | |
| Services | Director | s.hickens@catholiccharitiessccc.org | (408) 944-0691 | 2625 Zanker Road | San Jose | | http://www.catholiccharitiessccc.org/ |
| CET Immigration Services | Monica Limas/ | m.limas@cet2000.org | (408) 534-5451 | 701 Vine Street | San Jose | 95110 | http://cetweb.org/ |
| Immigrants Relations and Integration Services | Teresa Castellanos/ | Teresa.Castellanos@OHR.SCCGOV.org | (408) 792-2300 | 2310 North First St | San Jose | 95131 | http://www.immigrantinfo.org/ |
| Services, Immigrant Rights & Education Network (SIREN) | Priya Murthy/ Policy and Organizing Program | | (408) 453-3003 | 1425 Koll Circle | San Jose | 95112 | http://www.siren-bayarea.org/ |



City of Sunnyvale

Meeting Minutes - Draft (Excerpt)

Housing and Human Services Commission

Wednesday, April 22, 2015

7:00 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

2 [15-0155](#) Review and Recommend Approval of Draft 2015-20 HUD
Consolidated Plan

Housing Officer Suzanne Isé gave a brief report. She explained that the purpose of the Consolidated Plan (ConPlan) is to help plan how the City will spend the funds the City expects to receive from the Department of Housing and Urban Development (HUD) over the next five years.

After some discussion, several questions of staff, and some formatting suggestions from several commissioners, Chair Gilbert opened the public hearing at 7:16 p.m.

Molly Current, Fair Housing Director at Project Sentinel, and also representing the Law Foundation, thanked staff and the Commissioners for supporting the services that the two agencies provide, and for their funding recommendation.

Michelle Schroeder, Attorney at Senior Adults Legal Assistance (SALA), thanked staff and the Commissioners for including goals and priorities in the ConPlan to address the supportive service needs of older adults to help them age in place.

Chair Gilbert closed the public hearing at 7:21 p.m.

Chair Gilbert asked for a motion.

Commissioner Evans moved and Commissioner Schmidt seconded the motion to approve Alternative 1: Recommend that Council adopt the Draft 2015-2020 Consolidated Plan as provided in Attachment 1. The motion carried by the following vote:

Yes: 5 - Chair Gilbert
 Commissioner Chiu
 Commissioner Evans
 Commissioner McCloud
 Commissioner Schmidt

No: 0

Absent: 2 - Vice Chair Jeong
Commissioner Sidhu

WRITTEN PUBLIC COMMENTS

NORTH COUNTY
(650) 969-8656

SOUTH COUNTY
(408) 847-7252



SALA
Senior Adults Legal Assistance

Attachment 3
CENTRAL
OFFICE
160 EAST VIRGINIA ST.
SUITE 260
SAN JOSE, CA 95112
(408) 295-5991
FAX: (408) 295-7401

October 22, 2014

Suzanne Ise
Katrina Ardina
City of Sunnyvale, Community Development Department
456 W. Olive Avenue
Sunnyvale, CA 94086

RE: Priority Needs in Sunnyvale for 2015-2016/2016-2017 Human Services

Dear Ms. Ise and Ms. Ardina,

Senior Adults Legal Assistance (SALA) submits these comments regarding priority Human Needs for the 2015-2016/2016-2017 Human Services Funding Cycle. We thank you for inviting us to submit these comments. We request that our letter be distributed to the Commission and that these written comments become part of that hearing record.

We understand the Commission is interested in information about priority needs for which the City's Human Services funding might be used for the next two year funding cycle. The need for Legal Assistance for seniors who are low income and at-risk is one such area that is currently identified in Sunnyvale's 2010-2015 HUD Consolidated Plan under Goal C, Objective #1 D "*other specialized supportive services as may be requested by the community, such as ...legal assistance for seniors.*"

We support the staff recommendation that the Commission adopt Alternative 1 approving priority human service needs as described in the current 2010-2015 Consolidated Plan, because this includes legal assistance for seniors under the Other Specialized Supportive Services category. However we note that we also deliver critical "safety net" services that assist seniors to meet their basic needs by ensuring their access to public benefits to pay for their necessities or by preventing the loss of their shelter/housing as a result of evictions, housing discrimination, or discharges from care facilities. We hope that the funding targets for each category will allow for flexibility for projects that address needs in more than one category to respond to the number of qualified applicants per category.

We also hope the Commission will support the staff recommendation regarding Alternative 3 to set aside and confirm the annual appropriation of \$100,000 in General Funds for Supplemental Human Services.

The remainder of this letter documents the need for legal assistance for seniors and provides information about the legal services SALA provided to Sunnyvale residents in FY 2011-12, in particular how these services impacted their lives. That information will also demonstrate that legal issues are often imbedded in many areas of service essential to the elder population's daily survival.

THE NEED FOR LEGAL ASSISTANCE FOR SENIORS

We preface this section by noting that Legal Assistance provides support to elders across numerous fields of human service, so the need for this service tends to be under-reported and under-ranked as a priority when funders conduct needs assessments. For the foregoing reason, our comments are limited to the need for Legal Assistance by elders. The limitation of our comments to this need area should not be construed as our position regarding the relative merits of any other human service needs in Sunnyvale or as an indication that we believe that they are not important needs as well.

A. Documentation of Need from Local Needs Assessments

Needs reports prepared by Council on Aging Silicon Valley (now known as Sourcewise) and by the County of Santa Clara provide documentation of the critical need for accessible and affordable legal services for local elders, in particular for those seniors that are low income or at risk (SALA's target population), to keep them independent and to prevent their abuse, conservatorship, or premature institutionalization. Specifically, the Council on Aging (COA) Area Plan on Aging 2009-2012 notes that legal assistance is a priority need *"to help older persons to obtain services and benefits including protective services for financial abuse, competence and conservatorship"*. COA's Area Plan on Aging 2012-16 affirms that legal services are a priority service and notes such services *"are crucial in helping keep seniors in their homes"* and *"are absolutely vital to those in need of them."*

Unmet Civil Legal Needs of Indigent Residents of Santa Clara County, a report prepared for the Santa Clara County Board of Supervisors in August 2001, confirms the findings of the COA and notes: *"legal representation and counsel can be essential to the elderly and their families in gaining access to health, income, and social services."* A Community for Life, the ten year strategic plan on aging completed by the County of Santa Clara and City of San Jose in February 2005, identifies the availability of legal assistance at senior centers as a *"key service need"*. In fact, this needs assessment states that when asked which programs and activities they would like senior centers to offer, legal services was one of three services that was identified by more than one half of the older adults that participated in the telephone survey that was conducted in conjunction with this report.

Most recently, the report entitled Santa Clara County Seniors' Agenda: A Quality of Life Assessment, prepared for the Board of Supervisors in April 2012, identified legal assistance and elder abuse prevention as key service/safety net needs locally, noting SALA *"is the only non-profit elder law office in the county focused on the legal needs of seniors"* and that SALA's target population includes *"seniors who are most likely at risk for abuse, exploitation, and institutionalization"*.

The Senior's Agenda report further states that one of the big challenges to providing free legal services to seniors are the drastic reductions in funding that have taken place and increased over the last several years, noting that two major consequences of reduced funding are an increase in the waiting lists and a decrease in the number of clients to be served. Significantly, waiting times for SALA appointments at many of the agency's community based sites average a minimum of 2 months, with seven sites currently booking SALA appointments well into 2014.

The need for legal services, as well as other supportive services for seniors, will continue to grow along with the older population's growth. United Way's recent *Community Impact Report* notes that the older population is expected increase from 11% to nearly 27% of the County's population by 2040. It also states that *"the growing number of older adults will undoubtedly require an increase in human services delivered to this population."*

Based upon the sources cited above, we believe there is sufficient documentation that Legal Assistance continues to be a need that is critical to the lives and well being of elders in Sunnyvale, particularly those that are at-risk and/or low-income. We also believe this documentation supports the conclusion that Legal Assistance is a key access service for this population and their families or caregivers. The above-referenced needs reports could also support the interpretation that Legal Assistance is the most critical of access services for older adults because, as the provider of "last resort," Legal Assistance is necessary to enforce elders' rights to services and public benefit entitlements after preliminary access has been denied. These needs reports also identify the critical linkage between Legal Assistance and Protective Services (including prevention of elder abuse and conservatorship), yet another factor that should support the ranking of Legal Assistance as a critical service need of Sunnyvale elders.

B. Documentation of Need from SALA

SALA is the only agency in Santa Clara County designated by Council on Aging Silicon Valley to provide free legal services exclusively to elders under the Older Americans Act. SALA is also the only provider of free legal services with a physical presence in Sunnyvale, making our services accessible locally to Sunnyvale seniors. Specifically, SALA currently provides services at least twice monthly at the offices of Sunnyvale Community Services.

Consistent with the mandate of the Older Americans Act, SALA targets our legal services to elders countywide and in Sunnyvale who have low incomes, are frail, or are at-risk of abuse, isolation or institutionalization. Due to their low-income status, many of SALA's target clients are underserved because they struggle to provide for their basic needs (food, medical, housing, transportation) and cannot pay a private attorney \$500 an hour. Our target clientele is also at higher risk (in Greater Social Need) due to the characteristics (age 75/+ or disabled) many exhibit that are cited below.

Statistics for SALA clients from Sunnyvale provide support for the assessment that Legal Assistance is critical to the lives and well being of the most vulnerable and at-risk elders in Sunnyvale. Specifically, for 2011-11 SALA provided free legal services to **more than 100 unduplicated Sunnyvale residents** age 60 or older. Most had characteristics that put them in great economic need or at some level of being "at risk" of abuse, isolation, conservatorship, or premature institutionalization as noted below:

- **51% were extremely low income** (incomes at or below 30% of the county median)
- An additional **20% were very low income** (incomes at or below 50% of the county median).
- **46% were age 75 or older** (placing them at higher risk according to the Older Americans Act)
- **50% were disabled** (placing them at higher risk according to the Older Americans Act).

The critical role that SALA plays in the lives of elders is also illustrated by the types of legal problems for which they request our assistance. These requests address a broad spectrum of issues including (1) **legal planning for incapacity/end stages of life** to maintain independence and prevent conservatorship, (2) **housing and public benefits** (e.g. Social Security, SSI, Medicare, Medi-Cal) to meet their basic needs, and (3) **prevention of elder abuse**.

We note that **legal planning for incapacity** or later stages in life is a great concern for the Sunnyvale residents we serve, as well as for our clients countywide. This advance planning assists seniors to appoint caregivers of their choice to step in and manage their health care and personal

care, as well as their financial matters, when they can no longer do so enabling them to age in place for as long as possible and to avoid court ordered conservatorships. This planning is also helpful to their family or caregivers because they can legally step in and manage our clients' affairs when our clients lack capacity to do so without having to petition the court to appoint them as a conservator.

While legal planning for the future is an ongoing client concern, a significant percentage of the clients we see are in crisis. These include seniors whose **basic needs** (housing, public benefits, medical or nursing care) are in jeopardy or who are victims of **elder abuse/domestic violence**. Last year client matters related to **basic needs** (Housing, Public Benefits, Nursing Home/Residential Care) comprised **37%** of the requests for assistance in countywide and **elder abuse** made up another **11%** of these matters.

The low income status for the Sunnyvale clients served by SALA last year, as well as the low income status for our clients countywide, indicates economic security and difficulty making ends meet is also an issue for many, so not surprisingly **debt collection** or assistance with **consumer/finance** matters comprised **10%** of the countywide requests for SALA's assistance last year.

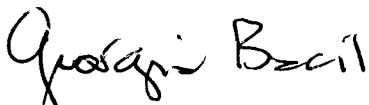
We close this section by noting that the increasing need for Legal Assistance for seniors over the past decade has created a demand that far exceeds the existing service levels of SALA, the sole provider of such services locally. Moreover, funding for SALA's services has not keep up with the demand, creating waiting times for an appointment with SALA at many of our 20+ appointment locations that now average one to two months. The Santa Clara County Senior Agenda report notes that this will only get worse: *"The coming "age wave" will increase the demand for these [legal] services and currently service providers are fighting for their own survival while attempting to advocate for seniors"*

SUMMARY

We believe that we have demonstrated that Legal Assistance continues to be a need that is critical to the lives and well being of elders in Sunnyvale, particularly those that are low income or at risk. The importance of Legal Assistance in the area of Incapacity/End of Life Planning and Elder Abuse is also documented, as is the role of Legal Assistance as a "safety net" service and key access service to ensure elders' adequate income, housing, basic necessities, safety, and independence.

We thank you again for the opportunity to submit these comments.

Respectfully submitted,



Georgia Bacil
Directing Attorney

Dear Housing and Human Services Commission,

I am sorry I am unable to attend the meeting tonight I'm in Sacramento at the Long Term Care Ombudsman Managers meeting.

Good evening, thank you for the opportunity to tell you about the LTC Ombudsman Program at Catholic Charities of Santa Clara County, also to thank the City of Sunnyvale for your past and continued support of the Ombudsman Program.

The Ombudsman is the **Advocate** for the most **vulnerable citizens of your city** – those who live in Nursing Homes and Assisted Living Facilities. We advocate for the dignity, rights and needs of seniors and disabled in those facilities.

This is an **unduplicated service** in Santa Clara County – no other program has **24/7 access** to residents in facilities. All are required by law to have our posters in their facilities.

The Long Term Care Ombudsman Program (LTCOP) is authorized by the federal Older Americans Act, as well as the California Older Californian Act to advocate for the rights of seniors and disabled residents in long term care facilities. The main function of the Ombudsman Program is to investigate and endeavor to resolve complaints made by or on behalf of residents related to issues of quality of care and abuse. The LTCOP promotes the interest, well-being and rights of long term care facility residents. Long Term Care (LTC) Ombudsmen protect and help improve the quality of care and life for the frailest of our senior and disabled population.

Living in a long term care facility is often not the first choice for anyone. Many seniors and disabled adults have little option but to live in a facility and for this reason it is very important that their rights are protected. Often, long term care residents lack the ability to exercise their rights or voice complaints about their circumstances. The presence of LTC Ombudsmen in itself improves quality of care and life of all residents by giving a voice to those seniors and providing an advocate for their needs and concerns.

We investigate complaints, solve problems, mediate, give referrals and witness Advance Health Care Directives... all our services are **FREE** to residents and their family/friends.

We work with other agencies ie. *SALA, Next Door Solutions, Sherrif Departments, Adult Protective Services, and Licensing for the facilities.*

Number of facilities we serve in the City of Sunnyvale

- 4 Nursing Homes + 34 RCFEs (Assisted Living Facilities + 6-Bed Board & Care)
(total in Santa Clara County - 51 Nursing Homes + 360+ Assisted Living Facilities)
- 1,170 beds in Sunnyvale facilities
- City of Sunnyvale: 1 Staff + 4 volunteers – (last year our volunteer contributed 5,545 hours throughout Santa Clara County)

We are asking that you follow the recommendation from the City of Sunnyvale for \$10,308 (we always exceed our minimum deliverables)

Kind Regards,

Wanda Hale
Program Manager

Dear Housing and Human Service Commission,

My name is Maritza Henry. I am the Director of School Based Services from Family & Children Services. Founded in 1948, we are a private, non-profit health and human services agency offering a range of quality mental health and prevention services.

First and foremost, I would like to thank you and the City of Sunnyvale for supporting continual funding for the counseling services that Family & Children Services provides at Columbia Neighborhood Center in Sunnyvale. These services are offered at **no cost to At Risk and extremely low, very low, or low income level individual youths and families in the residence of Sunnyvale. I am writing to requested that the Housing and Human Service Commission considers continual funding for the Family and Children Services Youth Counseling Program at Colombia Neighborhood Center.**

For the past 11 years Family and Children Services has been providing individual and family counseling; crisis intervention and community resources and referrals for **at risk, very low income and underserved youth and families** at Columbia Neighborhood. The types of issues we have treated include (but are not limited to) depression, anxiety, self-esteem, self harm, acculturation, school-based concerns, teen pregnancy scares, family violence and abuse; substance abuse, gangs; divorce, separation, remarriage, and loss; crisis intervention; lack of basic resources such as food and clothing and conflict resolution. Many of the youth and families' problems are not singular or isolated; they often present with a variety of issues. In order to address the severity and complexity of many of the issues Maria Lara, our Bilingual Spanish speaking therapist intern, continues to partner and collaborate with various staff and partners at Columbia Neighborhood Center to help parents and families access wrap-around services in areas of health insurance, a monthly food program, free immunization services for uninsured, parent education, City's Park & Recreation, support groups for Spanish speaking women involved in domestic violence, childcare resources, churches and mentoring programs to address the needs of her clients. Jennifer also continues to collaborate with other service providers and City staff such as Department of Family & Children Services, Probation, the Neighborhood Resource Officer and Columbia Middle school.

What are some overall cost savings to the City of Sunnyvale which Family and Children Services' counseling services helps contribute to?

- Improving student attendance directly benefits the District budget by increasing the Average Daily Attendance (ADA) rate. As noted, school enrollment is increasing during this time of tight funding.
- Increasing student engagement and attendance, thereby reducing the caseload of the Neighborhood Resource Officers.
- Improving family functioning and stability, thereby reducing their reliance on emergency and crisis services.

- Engaging at-risk youth in school and positive community activities, such as recreational programs and mentoring, thereby reducing the risk that they will become involved in gangs, substance use, or crime.
- Increasing neighborhood safety by developing youth assets, building stronger families, teaching conflict resolution skills, and teaching stress management techniques.
- Setting youth on a positive course for the short- and long-term. As noted in the enclosed Truancy Prevention Report (and online at <http://www.promoteprevent.org/publications/prevention-briefs/truancy-prevention>):

“Adults who were chronically truant from school when young are at elevated risk for a host of problems, including poor physical and mental health, poverty and welfare, incarceration, and raising children who themselves exhibit problem behaviors (Baker, Sigmon, and Nugent, 2001).”

“And given that truancy is a risk factor for dropping out of school, it has a long-term effect on public finance. One study estimated that each individual who does not complete high school costs a lifetime average of \$200,000 in public monies over and above similar costs for high school graduates.”

For the past 11 years Family and Children Services has either met or exceeded our units of service and performance measures based upon the contract scope of services and quarterly reports. Please find included a table that illustrates our performance goals over the past three years.

| YEAR | Actual Unduplicated Youth Served | YE-Goal for youth served | Actual # of counseling sessions provided | YE-Goal for # of counseling sessions provided |
|------------------|---|---------------------------------|---|--|
| 2009-2010 | 27 | 27 | 191 | 189 |
| 2010-2011 | 33 | 27 | 211 | 189 |
| 2011-2012 | 26 | 26 | 224 | 211 |
| 2012-2013 | 27 | 27 | 227 | 220 |

In regards to qualitative outcomes for 2012-2013 Family and Children Services used the Community Health Awareness Council measurement tool which includes an External and Internal Asset Inventory. Out of 27 youth 24 completed the pre and post-test External and Internal Assets Inventory, a self rating impact measurement scale that assesses the client's inventory of 40 developmental assets related to healthy development. Please find included the following results:

- **Support:** 100% of youth reported an increase in feeling supported at home, school, and

in the neighborhood when comparing pre-test with post-test.

- **Empowerment:** 100% of youth reported an increase in his / her sense of safety in their home, school, and neighborhood and reported feeling they were both useful and valued by their community.
- **Boundaries and Expectations:** 63% of youth reported an increase in their sense of having clear rules and expectations set forth at school, home and the neighborhood, parents and other adults followed and reinforced these rules as well as modeled responsible behavior.
- **Constructive Use of Time:** 22% of youth reported an increase in structured use of time, including the arts, sports, and religious activities.
- **Positive Values:** 75% of youth report an increase in their self-evaluation of living by positive values, including honesty, conviction, courage, healthy decision making around sex and drugs, as well as altruism, equality, and humanitarian issues, such as poverty and hunger.
- **Social Competencies:** 91% of youth reported an increase in their ability to plan and make decisions for themselves based on their own values, use positive relationship, conflict resolution and communication skills (empathy sensitivity, active listening) and to feel comfortable with people of varying ethnic cultural backgrounds.
- **Positive Identity:** 100% of youth reported an increase in their sense of purpose, self-esteem, self efficacy and overall optimism about their future.
- **Change in Healthy Developmental Assets:** 65% increase in the overall report of students' developmental assets was reported from the time that they began utilizing counseling services up to the termination of services. The clients received two surveys: Columbia Neighborhood Center Customer Satisfaction Survey and Family and Children Services- School Based Survey.

Family and Children Services looks forward to continuing to provide youth counseling services to the residents of Sunnyvale at Colombia Neighborhood Center. Please contact me if you have any further questions.

Thank you for your time,

Maritza Henry,
 Licensed Marriage and Family Therapist
 Director of School Based Services
 Family and Children Services
 950 W, Julian Street
 San Jose, CA 95126

From: **Debra Sue Stevens** <DebraS@svilc.org>
Date: Tue, Nov 11, 2014 at 10:23 AM
Subject: For City of Sunnyvale Council Meeting 11-11-14
To: Edith Alanis <edlanis@sunnyvale.ca.gov>
Cc: Nayana Shah NayanaS@svilc.org

Dear Mayor Jim Griffith and Members of the City Council,

On behalf of Silicon Valley Independent Living Center (SVILC), I would like to thank you for your funding award to SVILC in the FY13-14 and FY14-15 grant cycle. SVILC appreciates this new partnership with the City of Sunnyvale to deliver Housing and Emergency Services for Sunnyvale residents with disabilities. The program assists Sunnyvale residents with disabilities, including veterans, and their families to transition from homelessness, health care facilities, unstable or temporary housing to permanent affordable, accessible, integrated housing including: emergency assistance, security deposits, rent, information & referral, other services as available/needed to ensure a long-term sustainable independent living solution.

SVILC asks that when the Council sets the priority needs for Human Services FY15-16 and FY16-17 that you continue to make a priority: Sunnyvale residents with disabilities (any disability and any age) who are considered very-low or extremely-low income by HUD income guidelines. Stable housing continues to be the most sought after service at SVILC by this population. Yet, finding affordable, accessible, integrated housing is like finding a needle in a haystack! Your support helps to staff our Housing services.

SVILC serves and advocates with and for people with all types of disabilities, any age or any culture. Over 25% of those served are seniors; a majority of them receive social security benefits in the form of SSI, Social Security Disability Income (SSDI), or a combination of the two. In most cases, the monthly benefit is between \$800 and \$1000 for SSI, and only slightly higher for SSDI (which is based on prior work history).

Thank you for supporting SVILC and this underserved population in your planning!

Sincerely,
Debra Sue Stevens and the Staff, Board and Consumers of SVILC

Debra Sue Stevens
Director of Development & Communications
Silicon Valley Independent Living Center | 2202 North First Street, San Jose CA 95131
408.894.9041 (voice) | 408.240.0153 (fax) | 408.894.9012 (TTY)
debras@svilc.org | www.svilc.org

SVILC is a cross- disability, intergenerational and multicultural disability justice organization that creates fully inclusive communities that value the dignity, equality, freedom and worth of every human being. This email may contain confidential and privileged material for the sole use of the intended recipient (s). Any review, use, distribution or disclosure by others is strictly prohibited. If you are not the intended recipient (or authorized to receive for the recipient), please contact the sender by reply email and delete all copies of this message. Please consider environment before printing this email.

--

From: **Francella Stevens** <collectiveduty@gmail.com>

Date: Wed, Jan 7, 2015 at 9:09 AM

Subject: Re: [scc-collaborative] City of Sunnyvale RFP for Public Service Programs and Capital/Housing Projects under the CDBG and HOME Programs

To: Katrina Ardina <kardina@sunnyvale.ca.gov>

Cc: "scc-collaborative@ctagroup.org" <scc-collaborative@ctagroup.org>, "Ise, Suzanne" <sise@sunnyvale.ca.gov>, Edith Alanis <ealanis@sunnyvale.ca.gov>

I would sure appreciate it if when you are discussing housing if you would mention the fact that most housing complexes are being constructed without recreation areas for children to play and very small parks areas with virtually nothing to do for our children. I understand that housing is important but so is getting and keeping children active. Lastly, if we fail to provide positive things for children to do they will find and or engage in other things that harm our communities.

Thanks for listening,
FS

From: **Beth Leonard** <beth@leonardfamilyvideos.com>
 Date: Wed, Jan 14, 2015 at 10:54 PM
 Subject: ConPlan Comments
 To: kardina@sunnyvale.ca.gov

Hi,

A neighbor forwarded me information that you are soliciting comments about housing plans. My comments are as a resident of Sunnyvale who wants to keep the city looking nice and be a good place to live for residents of multiple income levels.

I recommend that any high-density or low-income housing in the city plan come with at least 4 parking places per unit. Low-income earners tend to save money first by "doubling up" and having multiple families live in the same unit. I have no objections to this -- it makes sense and helps high density housing get even higher density by a person's choice, not the city's. These units tend to have 4 or more income earners each.

Although public transportation and living without a car is a nice goal, it does not fit the needs of a majority of the available low-income workers. Housekeepers, nannies, gardeners, and elder-care workers frequently need to travel far from established public transit lines and need to carry supplies with them.

To keep Sunnyvale looking nice, without tons of cars jammed into available on-street parking as it is in some areas of San Jose, we need to ensure that high-density units are required to provide ample parking -- 4 spaces per unit. This parking can be either in multiple floors of parking under the units themselves, in a nearby parking garage, or in a nearby flat lot.

Some nearby cities do their planning assuming that by making it difficult to have a car, residents will abandon having them and use biking or public transportation.

In my opinion, that is wishful thinking, and the smart city will plan for parking and acknowledge the realities of lower-income living in an expensive area. This includes doubling up and having 4 or more cars per unit.

Ordinances limiting the number of people to a household don't work, because what human being will turn away a friend whose husband just left her, even if the apartment is already "full" by city statute?

Increased traffic with increased people is obviously a problem. One solution to consider is having city-provided school busses. When parents have to drop their children off at school, it forces a large segment of commuters to leave for work at the same time, instead of allowing the commute to naturally spread itself out. Everyone who

leaves their house benefits by having children bussed to school.

Obviously busses are expensive, but there are taxes already earmarked for transit improvements, and school buses make much more sense to me than construction along El Camino Real.

Sincerely,

--Beth Leonard

1264 Albion Ln.

Sunnyvale, CA 94087

[408-530-0554](tel:408-530-0554)



April 24, 2015

Katrina Ardina
City of Sunnyvale Housing Division
PO Box 3707
Sunnyvale, CA 94088-3707

Re: Comments on Draft 2015-2020 Consolidated Plan for the City of Sunnyvale

Dear Ms. Ardina,

The Aging Services Collaborative (ASC) is a consortium of organizations and individuals working together to support and improve the lives of older adults and their caregivers. ASC submits this letter in response to your request for comments on the proposed 2015-2020 CON Plan for the City of Sunnyvale.

We understand the Public Comment period ends May 1 and the City Council will be approving the final CON Plan on May 5, 2015. We ask that our comments be considered in any review or revisions related to the plan.

ASC's Policy Agenda

ASC is committed to making Santa Clara County a livable community for all of us as we age. This means the inclusion and sustainability of a continuum of services and support systems that are affordable, coordinated, and easily accessible to enable older adults to maintain optimum health, to live independently and safely, and to remain in their homes for as long as possible.

One of our priorities is to secure and maintain reliable funding for the aging services infrastructure – the continuum of safety net services designed to support older adults to **age in place**. ASC stressed the importance of supporting and increasing these services at community forums and other opportunities for input that took place earlier in the CON Plan process.

The Age Wave in Santa Clara County

According to the 2012-2016 Area Plan prepared by Area Agency on Aging, Sourcewise, in 2010 almost 1 in 6 Santa Clara County residents (15.7%) were age 60 or older. By 2030, more than 1 out of 4 County residents (27.6%) are projected to be 60 or older.

To prepare for this “**Age Wave**”, in April 2012 the Board of Supervisors adopted the Santa Clara County Seniors' Agenda identifying 10 key areas of countywide need to keep seniors safe and independent and to help them age in place with dignity and choice:

- Coordinated comprehensive Information services
- Transportation
- Affordable housing
- Senior Center programs and services
- Home based support services
- Mental Health Services
- Caregiver supports
- Food and nutrition services
- Isolated seniors
- Elder Abuse prevention and legal services

Many of these safety net needs are also identified in Sourcewise's 2012-2016 Area Plan for aging services.

Comments on Con Plan Needs Assessment and Priorities

Planning for a growing older population is a priority for ASC, particularly to meet the changing needs of frail, disabled, and homebound seniors. ASC is pleased that the CON Plan recognizes that the needs of the senior population are expected to increase as the Baby Boom generation ages. (Section NA-45).

While the CON Plan does not include statistics for person age 60 or older, the Plan notes in Section NA-45 that persons age 65 or older currently comprise **11%** of the City's population. The CON Plan also notes nearly one third (**30%**) of the City's senior population have a disability, as compared to 7% of the City's population as a whole.

The CON Plan states that elderly residents generally face "*a unique set of housing needs*", largely due to physical limitations, lower household incomes (as they are most likely to be Low/Moderate income), and the rising cost of health care (see NA-45). ASC agrees that this creates a priority need for affordable and supportive housing for seniors as identified in the CON Plan.

That being said, the above factors also establish a **priority** for a continuum of supportive services addressing a full range of needs, such as those identified in the Seniors' Agenda, to help seniors remain independent and age in place. Moreover, seniors in affordable and stable housing situations may need one or more supportive service if they are having problems with other basic needs (e.g., public benefits, transportation, in home services), if they are victims of elder abuse or neglect, or if they have physical disabilities or dementia.

As noted in Con Plan Section NA-50, input from participants at public forums confirms this. In addition to housing issues faced by the elderly, these primary service needs impacting older adults were also identified: accessible and affordable transportation; food assistance and nutrition programs for seniors; health care services for seniors; and supportive services to reduce senior isolation. The local continuum of supportive services for seniors is designed to address such needs either directly or by ensuring their access to benefits, entitlements, and services.

ASC is pleased the CON Plan recognizes that supportive services for seniors are needed to help seniors "*age in place and remain in their homes for as long as possible*" in Section MA-35. We are also pleased that the CON Plan embraces the goal of aging in place in Section MA-35, an outcome that ASC has been promoting since our inception.

Lastly, ASC is pleased that following goal is included in the 5 year Strategic Plan:

Community Development Efforts -- Goal C.1: to support provision of essential human services, particularly for special needs populations.

We are also pleased that the Strategic Plan prioritizes the elderly and frail elderly as special needs populations and recognizes the need for a multi-faceted network of community services to address special populations' basic needs.

ASC supports this goal and priorities because it is imperative that CON Plan priorities and objectives address the full range of housing and supportive service needs of older adults to help them age in place and keep pace with the Age Wave.

We thank you for your consideration of our comments.

Respectfully submitted



Amy Andonian, Co-Chair, Aging Services Collaborative



City of Sunnyvale

Agenda Item

15-0158

Agenda Date: 5/5/2015

REPORT TO COUNCIL

SUBJECT

Consider Approval of Draft Housing and Urban Development (HUD) Action Plan and Proposed Human Services Grants for FY 2015-16

REPORT IN BRIEF

As an entitlement grantee, the City must submit an Action Plan to HUD every year in order to receive its entitlement grants from the Community Development Block Grant (CDBG) and the HOME Investment Partnerships (HOME) Programs. The draft 2015 Action Plan (Attachment 1) has been prepared in accordance with federal requirements governing the use of these entitlement grants, including the citizen participation requirements. HUD is the federal agency that administers and regulates these grants. The Action Plan sets forth the proposed uses of the CDBG and HOME funds projected to be available in the coming fiscal year, as shown in Table 1 in the Discussion section of this report. These funds may be used for eligible community development activities to meet the priority and/or unmet needs, primarily of lower-income residents, described in the City's HUD Consolidated Plan. In addition, this report includes a recommendation on human services grants to be funded with supplemental General Funds pursuant to Council policy.

Staff recommends Alternatives 1 and 3:

1. Approve the 2015-16 Action Plan as presented in Attachment 1.
3. Approve the staff-recommended list of General Fund human services grants as presented in Attachment 3, subject to Council budget appropriations in June.

At its April meeting, the Housing and Human Services Commission (HHSC) recommended Alternatives 1 and 4:

1. Approve the 2015-16 Action Plan as presented in Attachment 1.
4. Approve the HHSC-recommended General Fund human services grants as shown in Attachment 3, subject to Council budget appropriations in June.

BACKGROUND

As part of the required citizen participation process, staff issued a request for proposals (RFP) in January, proposals were presented by the applicants in February, and the HHSC held public hearings on the proposals received during its March meeting. The proposals recommended for funding in March are included in the Action Plan, as well as the ongoing housing programs administered by the City: the Home Improvement Program and the Tenant-Based Rental Assistance Program (TBRA).

The activities proposed for funding next year include: human services grants; rental and homeowner housing rehabilitation; tenant-based rental assistance; employment development services for homeless and at-risk clients; fair housing services, and program administration, as shown on Table 1.

All of these activities are eligible for the indicated funding type based on federal regulations associated with these grants, and all of them meet one or more priority needs as identified through the City's citizen participation process.

CDBG and HOME Programs

The CDBG program was established by the Housing and Community Development Act of 1974, Public Law 93-383. The program provides annual grants to larger cities and counties, including Sunnyvale, to enable them to "develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for low and moderate-income persons." CDBG regulations define "low and moderate" as households earning not more than 80% of area median household income (i.e., what most California jurisdictions refer to as "lower-income households"). The median income limits are established annually by HUD for each metropolitan area in the U.S.

CDBG funds may be used for activities that "principally benefit" lower-income households, including but not limited to: housing rehabilitation, construction or renovation of public facilities, such as community centers and emergency shelters, and infrastructure, public services, energy conservation, economic development and job creation/retention efforts. In Sunnyvale, it is difficult to demonstrate lower-income benefit according to the HUD-required method for some types of activities, particularly those that use the "area benefit" method, so the full range of CDBG activities is not necessarily feasible in Sunnyvale and other higher-income communities. Certain activities are generally prohibited in the CDBG regulations, such as: acquisition, construction or renovation of general government buildings (i.e., city halls, schools, etc.); political activities; subsistence payments; and construction of new housing by government agencies, among others.

The HOME Program was established by the National Affordable Housing Act of 1990. It provides funding only for activities that assist housing affordable to lower-income households. Eligible activities include housing construction, rehabilitation, and acquisition, and first time home buyer and/or tenant-based rental assistance. HOME funds may be used to assist rental housing intended for clients transitioning out of homelessness, such as permanent or transitional supportive housing, but not for public facilities, such as emergency shelters.

Consolidated Plan Requirement

HUD requires entitlement grantees to submit one consolidated grant application, referred to as a Consolidated Plan or "ConPlan", every five years for its approval. Failure to do on time would disqualify the City from receiving the grants for the next five years. The City's current Consolidated Plan was approved in 2010 and expires in June 2015. Staff has prepared a draft 2015-2020 ConPlan for the Council's review under a separate agenda item during the May 5 meeting. The ConPlan describes the grantees' priority community needs and proposed uses of CDBG, HOME, and other available funds during the five-year period. The Action Plan is a one-year plan that becomes part of the ConPlan upon adoption each year, and provides more detail on the precise activities and funding amounts proposed for the next year. The 2015 Action Plan will be the first Action Plan in the 2015-2020 ConPlan. Until the new ConPlan is adopted, the 2010-15 ConPlan is still in effect. The main policies and programs listed in the current ConPlan are quite similar to those in the draft 2015-20 ConPlan, so consistency with the current one indicates likely consistency with the draft 2015-20 ConPlan upon its adoption.

EXISTING POLICY**2010-2015 HUD Consolidated Plan:**

- Goal A Assist in the creation, improvement, and preservation of affordable housing for lower-income and special needs households.
- Goal B Alleviation of Homelessness
- Goal C Support provision of essential human services, particularly for special needs populations.
- Goal D Expanding Economic Opportunities

Human Services Policy 5.1.3

The City shall make its best efforts to provide supplemental human services, which include but are not limited to emergency services, senior services, disabled services, family services, and youth services.

ENVIRONMENTAL REVIEW

This matter is not a project within the meaning of CEQA because the creation of government funding mechanisms or other government fiscal activities do not involve commitment to any specific project which may result in a potentially significant physical impact on the environment (CEQA Guidelines Section 15378(b)(4)). Although site-specific projects may be identified in the Action Plan, such as the Crescent Terrace Rehabilitation Project, approval of the Plan does not constitute a formal funding commitment for those projects. Those projects will be required to complete the federal (NEPA) and State (CEQA) environmental review process before any funding commitment will be issued. Housing rehabilitation projects typically qualify for a CEQA exemption and a NEPA categorical exclusion.

DISCUSSION**RFP Process**

The City released two RFPs in January 2015 to solicit proposals for human services, affordable housing and/or capital projects from eligible non-profit agencies. In response, the City received two capital project proposals and 22 human services proposals, as listed in Attachment 2 (CDBG and HOME proposals) and Attachment 3 (General Fund human services grant proposals). The proposals were evaluated for eligibility and completeness and scored by a staff committee based on the scoring criteria set forth in the RFP. The scores issued by the scoring committee are also shown on Attachments 2 and 3. All of the proposals received are posted on the City's website at: *HUDPrograms.inSunnyvale.com*. Not all proposals were recommended for funding, and some were recommended for less than the amounts requested.

Funding Availability

As shown in Table 1 below, staff estimates that slightly over \$1.5 million in CDBG funds and nearly \$900,000 in HOME funds will be available next fiscal year. This funding includes the FY 2015 entitlement grants, program income, disencumbered funds, and reserve fund balances. The total may increase slightly if additional program income is received in either fund by the end of June. In addition to the CDBG and HOME funds, in November 2014, Council tentatively allocated \$115,000 in "Supplemental General Funds" for human services grants. The human services grants recommended for funding with General Funds are not included in the Action Plan, which only includes HUD funds, but are listed in Attachment 3.

HUD Spending Limits for Public Services and Administration

HUD regulations set limits on how much entitlement grantees can allocate for program administration and public services activities. CDBG administration is limited to 20% and public services are limited to 15% of CDBG grant and program income funds (but not disencumbered funds or fund balance). There are some nuances and slight differences in the way these limits are calculated, as set forth in the CDBG regulations. Based on these limits and the current funding estimates, no more than \$233,891 in CDBG funds can be allocated for administration, and no more than \$215,000 can be provided for public services next year. HOME regulations limit administration to no more than 10% of the entitlement grant and 10% of program income received in prior years, which may be carried over from year to year if not used in full (the "HOME PI Admin Reserve"). The amount allocated for HOME administration complies with this requirement.

Funding Recommendations

The projects and programs recommended for CDBG or HOME funding by staff and by the HHSC at its March meeting have been included in the draft 2015 Action Plan, and are also listed, along with their scores, in Attachment 2. The General Fund human services grant proposals, scores, and funding recommendations are provided in Attachment 3. The HHSC recommended different funding amounts than staff for five of the proposals received, as shown on Attachment 3 and as discussed further below.

Proposed CDBG and HOME Activities

The amount of CDBG and HOME funding available and the activities proposed to be funded in 2015 are shown in Table 1 on the following page. Human services grants recommended for funding with supplemental General Funds are not included in Table 1 or in the Action Plan, since they are not funded with the HUD grants, but are listed in Attachment 3.

Table 1: Available Funds and Activities Proposed for Funding, FY 2015-16

| AVAILABLE FUNDS | CDBG | HOME |
|---|--------------------|------------------|
| FY2015-16 Entitlement Grants | \$989,453 | \$281,021 |
| Excess FY2014-15 Program Income / HOME Admin PI Balance | \$195,000 | \$46,610 |
| Estimated FY2015-16 Program Income | \$180,000 | N/A |
| Disencumbered/Fund Balance | \$157,374 | \$567,081 |
| TOTAL | \$1,521,827 | \$894,712 |
| ACTIVITIES PROPOSED FOR FUNDING IN FY 2015-16 | | |
| Administration | | |
| Administration | \$213,891 | \$74,712 |
| Fair Housing | \$20,000 | N/A |
| Subtotal | \$233,891 | \$74,712 |
| Housing Rehabilitation (Owner-Occupied) | | |
| Minor Improvement Grants / Loans | \$50,000 | N/A |
| Deposit to Revolving Loan Fund | \$127,936 | N/A |
| Subtotal | \$177,936 | N/A |

| | | |
|---------------------------------------|--------------------|------------------|
| Affordable Rental Housing | | |
| Rental Housing Rehabilitation | \$500,000 | \$550,000 |
| Tenant-Based Rental Assistance (TBRA) | N/A | \$270,000 |
| Subtotal | \$500,000 | \$820,000 |
| Economic Development | | |
| WorkFirst Sunnyvale (CBDO Activity) | \$395,000 | N/A |
| Public Services | | |
| Human Services Grants | \$215,000 | N/A |
| TOTAL | \$1,521,827 | \$894,712 |

Administration:

Administration includes the City's expenses for staffing and implementing the CDBG and HOME programs. This includes the costs of developing the RFPs, evaluating proposals, grant contract management, tracking of grant funds and program income, sub-grantee monitoring, reporting, and compliance with federal requirements such as environmental, labor, anti-discrimination, and fair housing regulations. Indirect costs (overhead) and fair housing services are also included in program administration.

Housing Rehabilitation (Owner-Occupied)

The Home Improvement Program provides grants and loans for housing rehabilitation, and minor improvements (energy efficiency upgrades, exterior painting, emergency repairs and accessibility improvements). Homes must be owned and occupied by a lower-income household to be eligible for this program. The primary funding source for this program is the City's CDBG Revolving Loan Fund (RLF). The deposit of \$127,000 to the RLF, as well as any available balance in the RLF, will provide funding for rehabilitation loans for owner-occupied housing, including mobile homes, as well as contingency funds for prior-year rental rehabilitation housing projects, and program delivery.

Affordable Rental Housing:

This category includes two activities: a rental rehabilitation project and the ongoing Tenant-Based Rental Assistance (TBRA) program. The rehabilitation project consists of moderate rehabilitation work at Crescent Terrace, an affordable rental housing complex for low-income seniors built in 1986, owned by an affiliate of MidPen Housing Corp. and located at 130 Crescent Ave. in Sunnyvale. The renovation work consists primarily of accessibility improvements, including lighting improvements, energy and water efficiency upgrades, including turf replacement with drought-tolerant landscaping, and modification of a flat roof with ponding issues. The project is recommended for funding with CDBG and HOME funds.

The TBRA program is funded with HOME funds, and is designed to help homeless and at-risk households move into standard rental housing, with move-in assistance and a portable rental subsidy, similar to Section 8, for a term of up to two years. The program provides transitional assistance for those clients who can be reasonably expected to assume full responsibility for their rent and/or transition to other affordable housing options after the two-year term. The TBRA program is administered on the City's behalf by the County of Santa Clara Office of Supportive Housing, which subcontracts with Abode Services to implement the program.

Economic Development:

One activity is proposed for funding in this category: the “WorkFirst Sunnyvale” Program, described further in the Action Plan. This program, administered by Sunnyvale Community Services in partnership with Downtown Streets Team, provides work-readiness training, job placement assistance, and supportive services for homeless and at-risk clients. The program has successfully provided job training and placement assistance to over 127 low-income individuals during the first three years of its operations. During that time, 26 of the program’s clients have moved into permanent housing and 52 have obtained paid employment.

Public Services (Human Services):

The City has established a Human Services policy and competitive RFP process for awarding human services grants using CDBG public services funds and any supplemental general funds. Human services provide basic needs and specialized assistance to lower-income and/or special needs clients, such as seniors, disabled adults, homeless people, lower-income families, and at-risk youth. The human services agencies that applied for and were recommended for funding with CDBG are listed in the Action Plan and in Attachment 2. The agencies that applied for and were recommended for funding with supplemental General Funds are listed in Attachment 3. Including both sources, a total of \$330,000 is estimated to be available for human services grants next year.

HHSC Funding Recommendations

At its March meeting, the HHSC approved the staff-recommended CDBG and HOME funding awards for the proposals listed in Attachment 2. However, for the human services grants to be funded with General Funds, the Commission recommended a slightly different set of funding awards (Alternative 4) compared to the staff recommendation (Alternative 3), both shown in Attachment 3. The HHSC recommendation includes two additional grants of \$5,000, derived from reducing the grant amounts for three of the staff-recommended grantees by a total of \$10,000. Staff is not recommending the HHSC-recommended Alternative 4 for several reasons:

- a) The \$5,000 grants do not meet the Council-adopted minimum grant amount of \$10,000; and
- b) It would take funding away from two of the highest-scoring proposals to give it to two of the lowest-scoring proposals, which detracts from the objective of using a competitive application process, which is to select the highest quality proposals for limited City funding.

Minutes of the March and April HHSC meetings are provided in Attachments 4 and 5.

FISCAL IMPACT

The recommended actions will not have an adverse fiscal impact as they are subject to final Council and HUD approval. The recommended funding awards and activities planned do not exceed the funds estimated to be available for these programs for next fiscal year.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City’s website.

Notice of public hearings, including the 30-day public comment and review period, was posted at City Hall and published in the Sunnyvale *Sun* newspaper on March 27, 2015. A draft of the 2015 Action Plan was made available for public review at the One Stop Counter at City Hall, at the Sunnyvale

Library, and on the City's website during the 30-day review period.

ALTERNATIVES

1. Approve the 2015-16 Action Plan as presented in Attachment 1.
2. Approve the 2015-16 Action Plan with modifications.
3. Approve the staff-recommended list of General Fund human services grants as presented in Attachment 3, subject to Council budget appropriations in June.
4. Approve the HHSC-recommended General Fund human services grants as shown in Attachment 3, subject to Council budget appropriations in June.
5. Approve either Alternative 3 or 4 with modifications, or provide other direction to staff regarding the General Fund grants.

STAFF RECOMMENDATION

Alternatives 1 and 3: 1) Approve the 2015-16 Action Plan as presented in Attachment 1 to the report; and 3) Approve the staff-recommended list of General Fund human services grants as presented in Attachment 3 to the report, subject to Council budget appropriations in June.

The recommended actions are consistent with applicable HUD regulations and City policies. The draft Action Plan provides funding for activities that address priority community needs such as homelessness and hunger, and primarily benefit lower-income residents. Staff did not recommend Alternative 4, the HHSC's recommendation for General Fund grants, because two of the recommended grants do not meet the minimum grant amount of \$10,000, and because it reduces the funding for several highly ranked proposals, as explained previously in this report.

COMMISSION RECOMMENDATION

As explained previously, at its April meeting, the HHSC recommended Alternatives 1 and 4. The HHSC's rationale for making this recommendation is recorded in the meeting minutes in Attachments 4 and 5 and described briefly below.

At the March HHSC meeting, several commissioners wished to award at least some funding to Live Oak Adult Day Services, which spoke at the public hearing and made a compelling case for funding its proposal, and indicated it would accept a grant of less than \$10,000. In addition, several commissioners felt strongly that Maitri should be funded as well, because it provides a unique service to a segment of the City's population that is not served by other agencies with the same degree of cultural and multi-lingual competency. The motion to recommend the list of grants labeled in this RTC as Alternative 4 passed 4-2 with one absence. The dissenting commissioners noted that they did not feel the Council's stated policy of maintaining a minimum grant amount of \$10,000 should be disregarded, and they agreed this minimum made sense from a cost-effectiveness standpoint, given overhead costs to both the City and the grantee.

At the April meeting, the HHSC reviewed the draft Action Plan for the first time, and had an opportunity to revisit its earlier recommendation regarding the human services grants as part of the Action Plan hearing. At this meeting all members present (5) voted to support Alternative 4, including the earlier dissenters, who also voted for it primarily out of respect for the majority decision arrived at in March.

Prepared by: Katrina L. Ardina, Housing Programs Analyst

Reviewed by: Suzanne Isé, Housing Officer

Reviewed by: Hanson Hom, Director, Community Development

Reviewed by: Robert A. Walker, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Draft 2015-16 Action Plan
2. CDBG and HOME Proposals and Recommendations
3. General Fund Human Services Grant Proposals and Recommendations
4. March HHSC Meeting Minutes
5. April HHSC Meeting Draft Minutes
6. March Memorandum to the HHSC

CITY OF SUNNYVALE**FIRST YEAR ACTION PLAN (FY 2015)****AP-15 Expected Resources – 91.220(c)(1,2)****Introduction**

The City of Sunnyvale's (City) Fiscal Year (FY) 2015-16 Action Plan covers the time period from July 1, 2015 to June 30 2016 (HUD Program Year 2015). The Action Plan sets forth the proposed uses of the CDBG and HOME funds projected to be available in the coming fiscal year, as shown in Table A below. These funds may be used for eligible community development activities to meet the priority and/or unmet needs, primarily of lower-income residents, described in the City's Consolidated Plan.

The City's 2015 HUD entitlement grants will consist of \$989,453 in CDBG funds and \$281,021 in HOME funds. In addition, the City estimates that it will also receive approximately \$180,000 in CDBG program income (loan payments) in the coming fiscal year, and has \$352,374 in disencumbered funds and excess program income from the prior program year, bringing the total estimated CDBG funding for FY 2015-16 to \$1,521,827. The estimated HOME funding for FY 2015-16 is \$894,712, which includes the new grant, program income, and unencumbered funds from the prior program year.

The City pursues and encourages its partner agencies to pursue all available public and private funding sources in order to achieve the goals of the Consolidated Plan. Most projects and activities secure funding from a variety of sources, including public and private sector donations, grants, loans, and in-kind materials and services.

Table A: Available Funds and Activities Proposed for Funding, FY 2015-16

| AVAILABLE FUNDS | CDBG | HOME |
|--|--------------------|------------------|
| FY 2015-16 Entitlement Grants | \$989,453 | \$281,021 |
| Excess FY 2014-15 Program Income / HOME Admin PI Balance | \$195,000 | \$46,610 |
| Estimated FY 2015-16 Program Income | \$180,000 | N/A |
| Disencumbered/Fund Balance | \$157,374 | \$567,081 |
| TOTAL | \$1,521,827 | \$894,712 |
| ACTIVITIES PROPOSED FOR FUNDING IN FY 2015-16 | | |
| Administration | | |
| Administration | \$213,891 | \$74,712 |
| Fair Housing | \$20,000 | N/A |
| Subtotal | \$233,891 | \$74,712 |
| Housing Rehabilitation (Owner-Occupied) | | |
| Minor Improvement Grants / Loans | \$50,000 | N/A |
| Deposit to Revolving Loan Fund | \$127,936 | N/A |
| Subtotal | \$177,936 | N/A |
| Affordable Rental Housing | | |
| Rental Housing Rehabilitation | \$500,000 | \$550,000 |
| Tenant-Based Rental Assistance (TBRA) | N/A | \$270,000 |
| Subtotal | \$500,000 | \$820,000 |
| Economic Development | | |
| WorkFirst Sunnyvale (CBDO Activity) | \$395,000 | N/A |
| Public Services | | |
| Human Services Grants | \$215,000 | N/A |
| TOTAL | \$1,521,827 | \$894,712 |

Local (City) Resources

The City has a local Housing Mitigation Fund for the development, rehabilitation and/or acquisition of affordable housing. Approximately \$8 million was expended last year from this fund for the development of 117 new rental units, and several proposals for additional uses of this fund are currently under consideration. In addition, the City has smaller amounts of funding in its Below Market Rate In-Lieu Fund and former Redevelopment Agency Housing Fund. These funds are allocated outside of the Action Plan process, but with similar goals of assisting affordable housing and alleviating homelessness.

Other Public Resources

The following is a list of potential financial resources that may be available to the City and/or housing providers in the area to address priority needs and specific objectives identified in the five-year plan. The amount and availability of funding from these funding programs varies.

Low-Income Housing Tax Credit Program (LIHTC)

The LIHTC program provides federal and state tax credits for developers and investors who agree to set aside all or a percentage of their rental units for low-income households for no less than 30 years. Tax credits may also be used on rehabilitation or preservation projects. Developers and investors apply for an allocation of federal and State tax credits from the California Tax Credit Allocation Committee (CTCAC). The award of tax credits in California is usually extremely competitive. To be successful, applicants often have to provide 100% affordable projects serving mostly extremely low- to very low-income households.

Charities Housing applied for and received an award of tax credits in 2013 for its Parkside Studios project, which will provide 58 affordable studios for homeless and/or very low-income applicants. Last year, MidPen Housing applied for and received an award of tax credits for its Onizuka Crossing project, which will provide 57 affordable family apartments. Both of these projects are currently under construction. Parkside will be completed by June 2015 and Onizuka will be completed by spring 2016.

Homeless Emergency and Rapid Transition to Housing (HEARTH) and Emergency Shelter Grants (ESG)

Santa Clara County serves as lead agency for the County's Continuum of Care (CoC), which receives Hearth Act, ESG, and similar federal grants to provide shelter, housing, and supportive services to homeless people residing anywhere in the County. The City has contributed some of its local funds to various county-wide projects and programs that often receive CoC support as

well, such as shelter facilities, transitional and permanent supportive housing, tenant-based rental assistance, and supportive services.

Private Resources

Most of the City's housing and human services programs leverage various sources of private financing. The City encourages the participation of local lenders in its housing and/or community development projects as needed. Tax credit projects such as the Parkside Studios and Onizuka Crossing projects required millions of dollars in private equity and financing for construction and related costs. The City is a founding member of the Housing Trust of Santa Clara County, which raises voluntary contributions from the public and private sectors for affordable housing projects within the County. The City has contributed some of its local (non-federal) housing funds to the Trust, which then uses those seed funds to seek matching contributions from corporations and various other sources.

Anticipated Resources

Table 1 - Expected Resources – Priority Table

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|-----------------|---|----------------------------------|--------------------|--------------------------|-----------|---|---|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| CDBG | Federal | <ul style="list-style-type: none"> • Public Services • Housing Rehabilitation • Affordable Housing • Infrastructure Improvements • Economic Development • Alleviation of Homelessness • Program Administration | 989,453 | 180,000 | 352,374 | 1,521,827 | 4,750,000 | CDBG funds may be used for housing rehabilitation, infrastructure improvements, public services, economic development efforts, public facilities, and alleviation of homelessness. |
| HOME | Federal | <ul style="list-style-type: none"> • Program Administration • Rental Housing Rehabilitation • Tenant Based Rental Assistance (TBRA) | 281,021 | 613,691 | | 894,712 | 1,350,000 | HOME funds may be used only for activities that assist housing affordable to lower-income households, such as: housing construction, rehabilitation, and acquisition, first time home buyer assistance, and tenant-based rental assistance. |

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

Most of the City's housing and human services programs leverage various sources of private financing. The City encourages the participation of local lenders in its housing and/or community development projects as needed. Tax credit projects such as the Parkside Studios project, which is currently underway, require millions of dollars in private equity and financing for construction and related costs. The City requires all applicants for CDBG and HOME funds for capital projects to provide a match of at least 25% to receive funding. For CDBG public services proposals, this match may consist of in-kind materials and services. Most applicants provide a match of more than 25%.

Matching funds may include other available financing sources, such as tax credits, other public sector loans or grants, private capital or donations, rent proceeds, and/or the value of in-kind services (i.e., volunteer and staff services or pro-bono professional services used to implement the capital project). The City often provides more local funds than CDBG or HOME funds to assist major affordable housing projects, since those local funds are often available in larger amounts than federal funds. The City has exceeded its HOME match requirement for many years and projects that this trend will continue.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Discussion

The City owns several scattered-site parcels of varying types throughout the City. Council has been in the process of evaluating the most appropriate uses for some of these parcels for several months. At this time, none of these properties have been made available to address the needs identified in the Action Plan, however it is possible that one or more of these properties might become available in subsequent program years. The City's Public Works Department handles all City property management and surplus property matters.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Table 2 – Goals Summary

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Annual Funding | Goal Outcome Indicator |
|------------|--------------------|------------|----------|-----------------|--|---|--|--|
| A | Affordable Housing | 2015 | 2020 | •Decent Housing | Affordable housing assistance is provided throughout the City, in order to avoid concentration of poverty, and to ensure fair access to affordable housing, rehabilitation assistance, and homeownership opportunities in all neighborhoods. | Assist in the creation, improvement, and preservation of affordable housing for lower-income and special needs households | 1. CDBG: \$140,000 HOME: \$65,000 2. CDBG: \$50,000 3. CDBG: \$20,000 | 1. Support affordable rental housing for lower income households: 20 2. Provide Housing Improvement Program: 10 Housing Units 3. Fair Housing Services: Assist 20 Households |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Annual Funding | Goal Outcome Indicator |
|------------|-------------------------------------|------------|----------|--|-----------------------|--|--|---|
| B | Alleviation of Homelessness | 2015 | 2020 | <ul style="list-style-type: none"> •Decent Housing •Create a Suitable Living Environment •Expanded Economic Opportunities | City-wide (see above) | Help people who are currently homeless or at imminent risk of homelessness to obtain housing, employment or other sources of income, and adequate support services/networks to achieve stability. | CDBG: \$200,000 HOME: \$200,000 | Assist 70 Households with job training and/or rental assistance |
| C | Other Community Development Efforts | 2015 | 2020 | <ul style="list-style-type: none"> •Decent Housing •Create a Suitable Living Environment | City-wide | <ul style="list-style-type: none"> •The needs of very low, extremely low, and/or special needs households (seniors, disabled, homeless people, children, youth, victims of domestic violence, etc. for services and assistance to help them meet basic needs. •Need to improve infrastructure and facilities to improve accessibility and address other goals. | CDBG: \$160,000 CDBG: \$300,000 | Assist 534 Households with human services Curb Cuts: 70 |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|-------------------------------|------------|----------|----------------------------------|-----------------|---|-----------------|---|
| D | Expand Economic Opportunities | 2015 | 2020 | •Expanded Economic Opportunities | | Support economic development activities that promote employment growth and help lower-income people secure and maintain jobs. | CDBG: \$150,000 | Job Placements: Assist 12 clients to obtain jobs. |

Goal Descriptions**Goal A: Affordable Housing**

Assist in the creation, improvement, and preservation of affordable housing for lower-income and special needs households by supporting affordable rental housing, providing the Home Improvement Program, providing tenant-based rental assistance, and promoting fair housing choice.

Goal B: Alleviation of Homelessness

Help people who are currently homeless or at imminent risk of homelessness to obtain housing, employment or other sources of income, and adequate support services/networks to achieve stability.

Goal C: Other Community Development Efforts

Support provision of essential human services, particularly for special needs populations and very low income households.

Provide neighborhood improvements in income-eligible areas and accessibility improvements city-wide. Maintain or improve public facilities serving eligible clientele.

Goal D: Expanding Economic Opportunities for Lower-Income People

Support economic development activities that promote employment growth and help lower-income and/or homeless people secure and maintain jobs.

Projects

AP-35 Projects – 91.220(d)

Introduction

The activities that the City will undertake in FY 2015-16 (July 1, 2015 through June 30, 2016) using CDBG and HOME funds include: human services grants; rental and homeowner housing rehabilitation; tenant-based rental assistance; employment development services for homeless and at-risk clients; fair housing services, and program administration, as shown below. All of these activities are eligible for the indicated funding type based on federal regulations associated with these grants, and all of them meet one or more priority needs as identified through the City's citizen participation process.

Projects

Table B - Project Information

| # | Project Name |
|---|---|
| 1 | CDBG Administration and Monitoring |
| 2 | Fair Housing Services |
| 3 | Home Improvement Program |
| 4 | Crescent Terrace Rehabilitation Project |
| 5 | Sunnyvale Tenant-Based Rental Assistance (TBRA) Program |
| 6 | WorkFirst Sunnyvale (CBDO Activity) |
| 7 | Public Services - Human Services Grants |
| 8 | HOME Administration and Monitoring |

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Funding Priorities

The projects listed above were selected based on the needs identified in the Consolidated Plan, and in response to the proposals for funding received, and an evaluation of project feasibility.

Each year the City solicits proposals from local organizations for CDBG and HOME funding for eligible housing and community development programs or projects in Sunnyvale. The Request for Proposals sets forth the types of public services (human services) programs, capital and housing projects that are eligible for CDBG or HOME funding from the City, and explains the City's process for evaluating and scoring proposals, determining award amounts, and approving

awards. The City provides human services grants for public services which address identified priority needs and principally benefit lower-income people in Sunnyvale.

Applications for the human services grants are solicited every other year, following hearings held by the Housing and Human Services Commission (HHSC) and Council to determine the City's current "priority human service needs."

The "Priority Needs" for the City of Sunnyvale's Community Development Block Grant Program were determined through a series of community meetings held between September 2014 and April 2015, and will be adopted as part of the 2015-2020 Consolidated Plan in accordance with regulations established by HUD. They remain very similar to the needs contained in the 2010-2015 Consolidated Plan.

Obstacles to Meeting Underserved Needs

The number of households in need in Sunnyvale is far greater than the number that can be assisted with the resources currently available to the City, particularly in regard to needs for housing assistance. The high costs of land, materials, and labor required for new housing development or housing rehabilitation create obstacles to meeting all of the need that exists. The City aims to use its available resources to meet as many needs as it can by striving for cost-effective methods of providing assistance and leveraging other resources from the private sector, including charitable donations, in-kind contributions and services, and conventional financing.

AP-38 Project Summary

| | |
|-----------------------------|---|
| Project Name | 1. CDBG Administration and Monitoring |
| Target Area | Not Applicable |
| Goals Supported | Affordable Housing, Alleviation of Homelessness, Other Community Development Efforts, and Expanding Economic Opportunities for Lower-Income People |
| Needs Addressed | Planning and Administration |
| Funding | CDBG: \$213,891 |
| Description | <i>Administration of CDBG Activities: Contracting, preparing loan documents, monitoring projects and loan portfolio, etc.</i> |
| Target Date | FY 2015-16 |
| Goal Outcome | Complete all CDBG activities planned. |
| Location Description | Citywide |
| Planned Activities | Funds are used for staffing and implementing the CDBG program. This includes the costs of developing the RFPs, evaluating proposals, grant contract management, tracking of grant funds and program income, sub-grantee monitoring, reporting, and compliance with federal requirements such as environmental, labor, anti-discrimination, and fair housing regulations. Indirect costs (overhead) are also included in program administration. |
| Project Name | 2. Fair Housing Services |
| Target Area | Not Applicable |
| Goals Supported | Affordable Housing: Promote Fair Housing Choice |
| Needs Addressed | Affordable Housing and Fair Housing |
| Funding | CDBG: \$20,000 |
| Description | <i>Fair Housing Services</i> |
| Target Date | FY 2015-16 |
| Goal Outcome | Provide fair housing assistance to 21 or more households (as needed). |
| Location Description | Citywide |
| Planned Activities | Provide public outreach and education about fair housing laws and complaint procedures to local residents, landlords, and other housing industry professionals through local community outreach efforts, and through City agreements with fair housing agencies that provide free legal assistance to residents with fair housing complaints. Help clients file cases with HCD, HUD, or in court if needed. |

| | |
|-----------------------------|--|
| Project Name | 3. Minor Improvement Grants/Loans (Home Improvement Program) |
| Target Area | Not Applicable |
| Goals Supported | Affordable Housing: Provide Home Improvement Program |
| Needs Addressed | Improve housing accessibility, housing safety, provide lead-based paint hazard testing and reduction, energy efficiency improvements, and maintain affordability for lower-income home owners. |
| Funding | CDBG: \$50,000 |
| Description | Minor Improvement Grants/Loans |
| Target Date | 7/1/2015 |
| Goal Outcome | Assist at least 10 households with minor home improvement grants or loans. |
| Location Description | Citywide |
| Planned Activities | The Home Improvement Program provides small grants and loans for minor improvements, such as: energy efficiency upgrades, exterior painting, emergency repairs and accessibility improvements. Homes must be owned and occupied by a lower-income household to be eligible for this program. |
| Project Name | 4. Crescent Terrace Rehabilitation Project |
| Target Area | 130 Crescent Avenue, Sunnyvale |
| Goals Supported | Affordable Housing: Support affordable rental housing for lower-income households |
| Needs Addressed | Provide financial and/or technical assistance for rehabilitation, construction and/or preservation of 48 units of affordable rental housing for seniors. |
| Funding | CDBG: \$500,000, HOME: \$550,000 |
| Description | Rental Housing Rehabilitation |
| Target Date | FY 2015-16 |
| Goal Outcome | Rehabilitate 48 affordable senior housing units. |
| Location Description | 130 Crescent Avenue, Sunnyvale |
| Planned Activities | The activity consists of a City loan for moderate rehabilitation work at Crescent Terrace, an affordable rental housing complex for low-income seniors built in 1986, located at 130 Crescent Ave., and owned by an affiliate of MidPen Housing Corp.. The renovation work consists primarily of accessibility improvements, including lighting improvements, energy and water efficiency upgrades, including turf replacement with drought-tolerant landscaping, and modification of a flat roof with ponding issues. The project is funded with CDBG and HOME funds. The City loan will be provided for a term of at least 30 years. |

| | |
|-----------------------------|---|
| Project Name | 5. Sunnyvale TBRA Program |
| Target Area | Not Applicable |
| Goals Supported | Affordable Housing: Support affordable rental housing for lower-income households and Alleviation of Homelessness |
| Needs Addressed | Assist residents currently experiencing or at imminent risk of homelessness, and other very low-income households, to obtain and maintain rental housing. |
| Funding | HOME: \$270,000 |
| Description | Tenant-Based Rental Assistance (TBRA) for Homeless and At-Risk Households |
| Target Date | FY 2015-16 |
| Goal Outcome | Assist at least 10 households for up to two years |
| Location Description | Citywide |
| Planned Activities | Provide security deposit and/or monthly rental subsidies to help at-risk or currently homeless people to move into permanent housing. |
| Project Name | 6. WorkFirst Sunnyvale (CBDO Activity) |
| Target Area | Not Applicable |
| Goals Supported | Alleviation of Homelessness and Expanding Economic Opportunities for Lower-Income People |
| Needs Addressed | Help people who are currently homeless or at imminent risk of homelessness obtain employment or other sources of income, and adequate support services/networks to obtain housing and achieve stability |
| Funding | CDBG: \$395,000 |
| Description | Economic Development/CBDO Activity |
| Target Date | FY 2015-16 |
| Goal Outcome | Assist 60 homeless or very low income clients with job training and job placement services, to enable them to obtain or improve their employment and housing opportunities. |
| Location Description | Citywide |
| Planned Activities | This program provides work-readiness training, job placement assistance, and supportive services for homeless and at-risk clients. |

| | |
|-----------------------------|--|
| Project Name | 7. Public Services (See activities below) |
| Target Area | Not Applicable |
| Goals Supported | Support provision of essential human services, particularly for special needs populations |
| Needs Addressed | These programs assist special needs populations such as: seniors, disabled people, homeless people, children, youth, victims of domestic violence, and very low-income households. Programs address basic needs. |
| Funding | CDBG (See below) |
| Description | Human Services Grants to non-profit agencies |
| Target Date | FY 2015-16 |
| Goal Outcome | Assist at least 534 individuals and/or households with human services |
| Location Description | Citywide |
| Planned Activities | Assist clients with basic needs, such as food, shelter, transportation, health & mental health care, employment assistance/training, legal aid etc. (See below) |
| Project Name | 7a. Sunnyvale Community Services Food Program |
| Target Area | Not Applicable |
| Goals Supported | Support provision of essential human services, particularly for special needs populations |
| Needs Addressed | These programs assist special needs populations such as: seniors, disabled people, homeless people, children, youth, victims of domestic violence, and very low-income households. Programs address basic needs. |
| Funding | CDBG: \$75,000 |
| Description | Food for households at risk of hunger |
| Target Date | FY 2015-16 |
| Goal Outcome | Assist 138 households |
| Location Description | Citywide |
| Planned Activities | Brown Bag Food Program |
| Project Name | 7b. InnVision Shelter Network Sunnyvale Shelter Programs |
| Target Area | Not Applicable |
| Goals Supported | Alleviation of Homelessness; and Support provision of essential human services, particularly for special needs populations |
| Needs Addressed | Homelessness |
| Funding | CDBG: \$50,000 |
| Description | Emergency Shelter, Transitional housing, Case Management |
| Target Date | FY 2015-16 |
| Goal Outcome | Assist 11 households |
| Location Description | Citywide |
| Planned Activities | Emergency and transitional shelter, case management, supportive services |

| | |
|-----------------------------|--|
| Project Name | 7c. YWCA of Silicon Valley - Domestic Violence Support Network |
| Target Area | Not Applicable |
| Goals Supported | Support provision of essential human services, particularly for special needs populations |
| Needs Addressed | These programs assist special needs populations such as: seniors, disabled people, homeless people, children, youth, victims of domestic violence, and very low-income households. Programs address basic needs. |
| Funding | CDBG: \$25,000 |
| Description | Crisis intervention and counseling for victims of domestic violence |
| Target Date | FY 2015-16 |
| Goal Outcome | Assist 71 households |
| Location Description | Citywide |
| Planned Activities | Counseling for domestic violence clients |
| Project Name | 7d. Bill Wilson Center Counseling Program |
| Target Area | Not Applicable |
| Goals Supported | Support provision of essential human services, particularly for special needs populations |
| Needs Addressed | These programs assist special needs populations such as: seniors, disabled people, homeless people, children, youth, victims of domestic violence, and very low-income households. Programs address basic needs. |
| Funding | CDBG: \$25,000 |
| Description | Counseling for at-risk youth, grief counseling, family counseling, etc. |
| Target Date | FY 2015-16 |
| Goal Outcome | Assist 43 households |
| Location Description | Citywide |
| Planned Activities | Family & Individual Counseling |
| Project Name | 7e. MayView Community Health Center |
| Target Area | Not Applicable |
| Goals Supported | Support provision of essential human services, particularly for special needs populations |
| Needs Addressed | These programs assist special needs populations such as: seniors, disabled people, homeless people, children, youth, victims of domestic violence, and very low-income households. Programs address basic needs. |
| Funding | CDBG: \$25,000 |
| Description | Community Medical Clinic |
| Target Date | FY 2015-16 |
| Goal Outcome | Assist 138 households |
| Location Description | Citywide |
| Planned Activities | Primary Health Care & Disease Prevention Services for Uninsured Patients |

| | |
|-----------------------------|--|
| Project Name | 7f. First United Methodist Church Senior Nutrition Program |
| Target Area | Not Applicable |
| Goals Supported | Support provision of essential human services, particularly for special needs populations |
| Needs Addressed | These programs assist special needs populations such as: seniors, disabled people, homeless people, children, youth, victims of domestic violence, and very low-income households. Programs address basic needs. |
| Funding | CDBG: \$15,000 |
| Description | Daily hot lunch and social activities for seniors |
| Target Date | FY 2015-16 |
| Goal Outcome | Assist 133 individuals |
| Location Description | Citywide |
| Planned Activities | Senior Nutrition Program, meals, social and physical activities, nutrition and health programs |

| | |
|-----------------------------|--|
| Project Name | 8. HOME Administration and Monitoring |
| Target Area | Not Applicable |
| Goals Supported | Affordable Housing and Alleviation of Homelessness |
| Needs Addressed | Planning and Administration |
| Funding | HOME: \$74,712 (Includes authorized program income) |
| Description | Administration of HOME Activities: Planning and Monitoring |
| Target Date | FY 2015-16 |
| Goal Outcome | Complete all HOME activities planned. |
| Location Description | Citywide |
| Planned Activities | Funds are used for staffing and implementing the HOME program. This includes the costs of HOME capital project management, tracking of grant funds and program income, sub-recipient monitoring, reporting, and compliance with federal requirements such as environmental, labor, and anti-discrimination. Indirect costs (overhead) are also included in program administration. |

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Geographic Distribution

| Target Area | Percentage of Funds |
|-------------------|---------------------|
| City of Sunnyvale | 100% |

Table 3 - Geographic Distribution

Rationale for the priorities for allocating investments geographically**Discussion**

Most of the CDBG and/or HOME-funded programs and services are provided on a city-wide basis to income-eligible and/or special needs households. Certain capital projects are assisted at a specific site, based on the location of the project, but projects may be proposed in any area of the City.

Human services are supported in a number of facilities and locations throughout the City, and in some cases just outside the City, as long as Sunnyvale residents are being served by the program. Affordable housing assistance is generally provided anywhere in the City, as opportunities arise, in order to avoid concentration of poverty, and to ensure fair access to affordable rental housing, rehabilitation assistance, and homeownership opportunities in all neighborhoods. The City does not have any blighted areas requiring major redevelopment, and private development is occurring throughout the City. Community resources such as parks, schools, and community/neighborhood centers are also disbursed throughout the City. Please see map at the end of this Plan.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City's housing programs are intended to prevent and/or end homelessness, improve the quality, affordability, and/or accessibility of housing, and preserve, maintain, and extend the useful life of existing affordable housing. The goals below include only the new CDBG and HOME activities to be funded in FY 2015-16. Other activities funded in prior years or through non-HUD programs assist a larger number of households or units.

| One Year Goals for the Number of Households to be Supported | |
|---|----|
| Homeless | 10 |
| Non-Homeless | 5 |
| Special-Needs | 53 |
| Total | 68 |

Table 4 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through | |
|---|----|
| Rental Assistance | 10 |
| The Production of New Units | 0 |
| Rehab of Existing Units | 58 |
| Acquisition of Existing Units | 0 |
| Total | 68 |

Table 5 - One Year Goals for Affordable Housing by Support Type

Discussion

Housing assistance is proposed to be prioritized for those who cannot currently afford market rate housing, by providing rental assistance for lower (including very low and extremely low) income households. The Tenant-Based Rental Assistance program, home improvement, and rental housing rehabilitation projects are intended to alleviate homelessness and/or assist lower-income households to obtain and maintain stable housing.

An estimated ten households will be assisted through the TBRA Program with the funding committed in the FY 2015 Action Plan. This number could increase slightly if required subsidies are lower for some households. In addition, another 22 households will be assisted in PY 2015 using funding committed last year for a two-year TBRA contract.

An estimated ten lower-income homeowners will be assisted with the Home Improvement Program, and 48 rental units occupied by 48 lower-income senior households will be assisted with the Crescent Terrace Rehabilitation Project.

The City also provides loans for major rehabilitation of single family and/or manufactured/mobile homes, using funds from its CDBG Revolving Loan Fund (RLF) for purposes of addressing priority housing needs, consistent with the City's goal to assist in the creation and preservation of affordable housing for lower-income households. However, these RLF-funded activities are not included in the Action Plan tables, in accordance with HUD guidance.

AP-60 Public Housing – 91.220(h)

Introduction

Actions planned during the next year to address the needs of public housing

Actions to encourage public housing residents to become more involved in management and participate in homeownership

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Discussion

Needs of Public Housing

This section is not applicable as there is currently no official public housing in Sunnyvale. The City collaborates with the Housing Authority of the County of Santa Clara (HACSC) on its efforts to provide Section 8 vouchers, mortgage credit certificates, supportive services and other assistance to Sunnyvale residents. The City also supports the HACSC in its efforts to increase federal appropriations for Section 8 and other affordable housing programs in Sunnyvale and in the County.

The City partnered with the Housing Authority on several efforts in recent years, including a joint TBRA program for clients on the Section 8 waiting list, and several Sunnyvale housing projects which were awarded project-based vouchers, including the Fair Oaks Senior Housing project, two senior group homes, and two new affordable rental projects currently under construction (Parkside Studios and Onizuka Apartments).

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

This Action Plan includes a significant amount of funding (\$665,000) for activities that help homeless people obtain housing and jobs (WorkFirst Sunnyvale and TBRA). In addition, the City continues to participate in the county-wide efforts, such as the CoC and Destination Home, to end homelessness throughout the County. In addition, in FY 2013-14, the City provided over \$10 million in local and HOME funds to assist the development of the Parkside and Onizuka projects, which will include 47 permanent supportive housing units for homeless clients.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.

The WorkFirst Sunnyvale, West Valley Haven to Home, and InnVision Shelter programs include outreach to homeless clients and assessment of their needs.

Addressing the emergency shelter and transitional housing needs of homeless persons

Two of the human services grants (to InnVision/Shelter Network and the YWCA) will help these agencies provide shelter, transitional housing, and services to homeless clients and victims of domestic violence. In addition, the TBRA is a transitional housing program for homeless households, providing assistance for up to two years.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Several of the activities funded help homeless clients and families transition to permanent housing, including: TBRA, WorkFirst Sunnyvale, and the human services grants to InnVision, West Valley Community Services, and YWCA. The total CDBG and HOME funding for these activities is \$740,000 in FY 2015-16, plus \$10,000 in General Funds for the grant to West Valley Community Services.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Discussion

Several of the Human Services grants will support the provision of services intended to prevent homelessness of Sunnyvale residents including the grants to Sunnyvale Community Services, InnVision/Shelter Network, YWCA, and Bill Wilson Center. In addition, the fair housing services provided can also help tenants avoid eviction and/or homelessness by addressing discrimination practices. In addition to the activities funded with CDBG, the City also provides assistance to other programs that aim to prevent homelessness using local funds. These include grants to Senior Adults Legal Services, West Valley Community Services, and funding for tenant-landlord mediation programs. In addition, the City recently released a request for proposals for a new Homelessness Prevention and Rapid Re-Housing Program to be funded with \$250,000 in recently obtained funds from the City's former redevelopment agency housing fund.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Discussion:

The City does not impose any public policies that unreasonably constrain housing development. There are no growth limitations or rent control policies, and property tax policies are largely set by the State. The City's land use designations and zoning are supportive of development of a wide variety of housing types, including single- and multi-family housing, ownership and rental, mobile homes, manufactured/modular housing, and so on. The City follows the State building code, and its fees and charges are reasonable and consistent with prevailing prices in the region. Between 2005 and 2014, a total of 4,269 new housing units were permitted by the City, an average of 427 per year. Nearly half of these were in multi-family rental projects.

In 2014, the City updated the Constraints Analysis of its Housing Element, as required under California Housing Element law (Government Code 65580), to analyze city policies and land use regulations to determine if they had any negative effects on development. The State determined, with its recent certification in January 2015 of the City's 2015-2023 Housing Element, that the City does not currently implement policies that create barriers to affordable housing. Additional detail is available in the City's Housing Element¹, which is provided in its entirety on the City's website and in the Library. As noted above, thousands of new dwelling units of various types and price points have been developed and additional units renovated in recent years, in most cases without any direct assistance from the City. This provides evidence that the City's policies do not unduly constrain residential development. In addition, the City has successfully assisted a number of affordable housing developments in recent years, which demonstrates that City policies do not have negative effects on assisted housing production.

Non-governmental barriers, primarily market factors such as high land costs, construction costs, and high prevailing market prices for housing, have been the primary challenges facing jurisdictions in the region, including Sunnyvale, in recent years, not public policies. These barriers are addressed, within the City's limited ability to address them, through the housing activities listed above and through the goals and policies listed in the Housing Element.

¹ <http://HousingElement.inSunnyvale.com>

AP-85 Other Actions – 91.220(k)

Introduction:

This section discusses the City's efforts in addressing the underserved needs, expanding and preserving affordable housing, reducing lead-based paint hazards, and developing institutional structure for delivering housing and community development activities.

Actions planned to address obstacles to meeting underserved needs

The City has taken actions to address obstacles to meeting underserved needs, such as embarking on new programs to generate local funds for affordable housing through impact fees or new development. The primary obstacle to meeting these needs is the continued decline in federal appropriations for affordable housing and community development programs. The City has established local policies to address needs to the extent possible with local resources.

Actions planned to foster and maintain affordable housing

Please see the activities described under AP-38 on pages 12-13 of this plan (i.e., TBRA, Crescent Terrace Rehabilitation Project, Fair Housing Services, and Home Improvement Program).

Actions planned to reduce lead-based paint hazards

The City provides financial assistance to income-eligible homeowners to abate lead-based paint hazards through its Home Improvement Program. Paint grants and loans, as well as housing rehabilitation loans, are provided, as well as free lead-based paint testing and education services. Lead-based paint hazards in rental housing can also be addressed through housing rehabilitation loans.

Actions planned to reduce the number of poverty-level families

In 2014 the City adopted a new minimum wage ordinance, increasing the local minimum wage to \$10.30/hour beginning on January 1, 2015. This wage will be adjusted annually by the CPI. This action alone will help many workers increase their household incomes to above the federal poverty levels.

The North Valley Workforce and Investment Board ("NOVA") helps prepare lower-income and unemployed residents of Sunnyvale for career growth and stable employment. NOVA provides employment and training services to low-income workers and dislocated professionals within Sunnyvale and the surrounding region under the federal Workforce Investment Act (WIA), with a goal of helping these clients obtain jobs and improve career prospects. In addition, many of the human services supported by the City help impoverished families meet their basic needs in

the short term, or help them achieve living-wage employment. Although the economic situation has improved in the Silicon Valley since 2010, there is still an increased level of need and demand for assistance with employment services as well as basic needs. The City, which serves as the administrative agent for NOVA, will continue its ongoing efforts to improve economic opportunities for all of its residents through NOVA and the City's Economic Development Division. The WorkFirst Sunnyvale Program is also a major anti-poverty program that helps Sunnyvale residents who are currently homeless or at imminent risk of homelessness to increase their incomes through job training and placement, and other employment-supportive services.

Actions planned to develop institutional structure

The institutional structure for carrying out the City's housing and community development activities consists of the City's cooperative relationships within its departments and other government agencies, non-profit organizations, and other institutions involved in the activities described herein.

Actions planned to enhance coordination between public and private housing and social service agencies

Coordination

The City and other community development organizations in the County coordinate frequently on a variety of initiatives. The City Housing Division staff participates in a collaborative of HUD entitlement grantees within the County, which holds quarterly meetings to discuss activities, technical assistance issues, and identify future opportunities for coordination and cooperation between local governments, housing providers, social service agencies, and the Housing Authority.

The City also participates in the County's Continuum of Care (CoC), comprised of governmental agencies, homeless service and shelter providers, homeless persons, housing advocates, affordable housing developers, and various private parties, including businesses and foundations. The CoC prepares the Countywide Homelessness Continuum of Care Plan, which seeks to create a comprehensive and coordinated system of affordable housing and supportive services for the prevention, reduction, and eventual end of homelessness. The Plan provides a common guide for the County, cities, service providers, the faith community, the business sector, philanthropy, and the broader community to follow in addressing local housing and the goals and services needs for homeless people. The actions included in this Plan to address housing needs and homelessness are consistent with the CoC's plans and policies.

The City also coordinates with other regional agencies, such as the Housing Trust of Silicon Valley, Joint Venture Silicon Valley, NOVA, the County-wide Fair Housing Task Force, and the Valley Transportation Authority, and a number of other non-profit or public agencies, to achieve the goals described within this Action Plan.

Discussion:

Please see discussion above.

DRAFT

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

| | |
|---|-----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | \$195,000 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan | \$0 |
| 3. The amount of surplus funds from urban renewal settlements | \$0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan. | \$0 |
| 5. The amount of income from float-funded activities | \$0 |
| Total Program Income | \$195,000 |

Other CDBG Requirements

| | |
|---|----------------|
| 1. The amount of urgent need activities | \$0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income | 100% |
| 3. Overall Benefit – A consecutive period of one, two, or three years may be used to determine that a minimum overall benefit of 70 percent of CDBG funds is used to benefit persons of low and moderate income. Specify the years that include this Annual Action Plan | FY 2015 – 2017 |

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

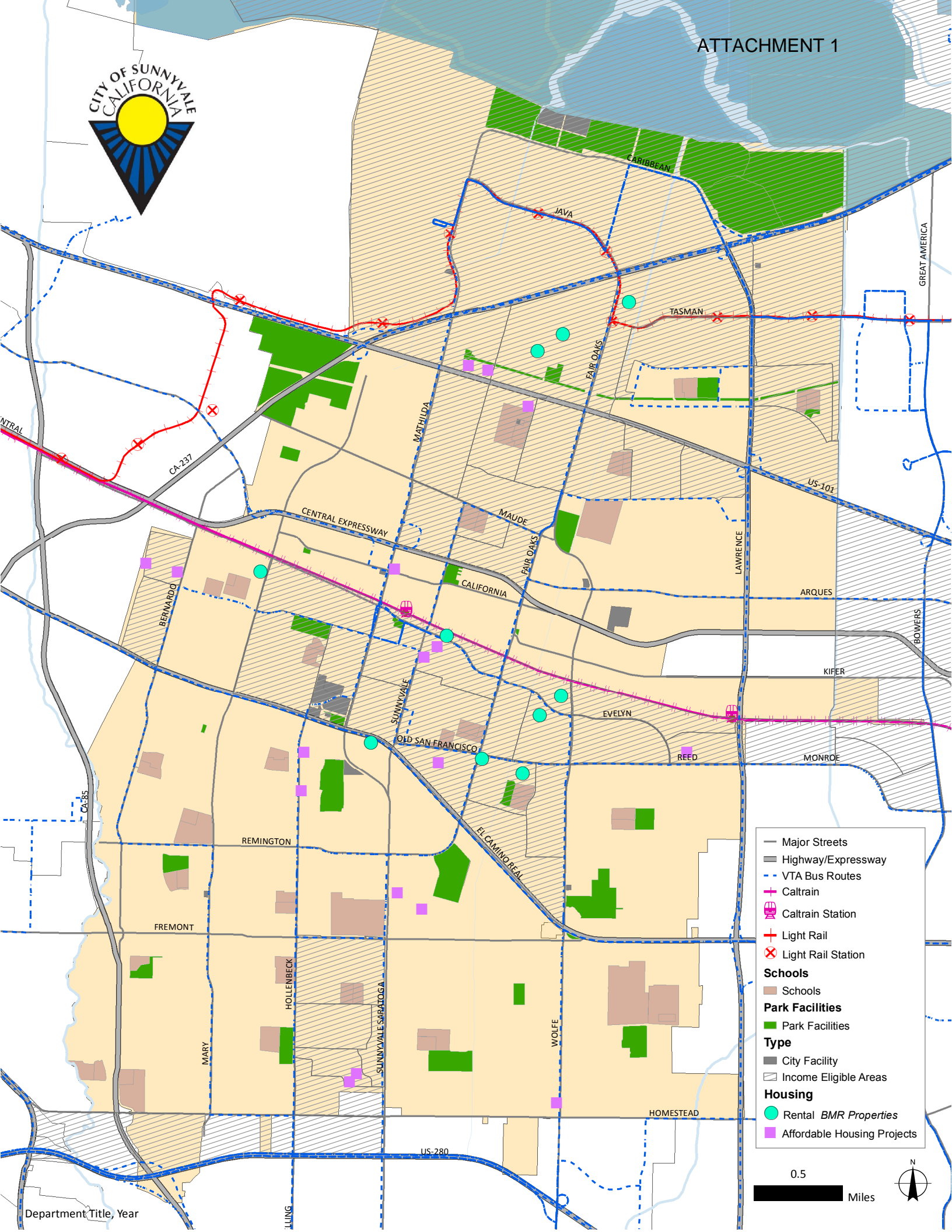
1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows: *Not Applicable*
2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows: *Not Applicable*
3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds. See 24 CFR 92.254(a)(4) are as follows: *Not Applicable*

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows: *Not Applicable*

Discussion:

The City does not use any of the methods addressed in Questions 1-4 above in administering its HOME programs.

DRAFT



- Major Streets
- Highway/Expressway
- - - VTA Bus Routes
- + Caltrain
- Caltrain Station
- + Light Rail
- ⊗ Light Rail Station
- Schools**
- Schools
- Park Facilities**
- Park Facilities
- Type**
- City Facility
- Income Eligible Areas
- Housing**
- Rental *BMR* Properties
- Affordable Housing Projects



**CDBG and HOME Proposals and
Recommended Funding Awards**

Attachment 2

| Human Services and Fair Housing Proposals | | Funding Requested | | Staff and HHSC Recomm. Funding | Proposal Score |
|--|---|--------------------------|-------------|---|---------------------------|
| Applicant | Program | CDBG | HOME | | |
| Sunnyvale Community Services | Brown Bag Food Program | \$ 75,000 | | \$ 75,000 | 92 |
| Innvision Shelter Network | Shelter Operations | \$ 75,000 | | \$ 50,000 | 79 |
| YWCA of Silicon Valley | Domestic Violence-Support Network | \$ 25,000 | | \$ 25,000 | 79 |
| Bill Wilson Center | Family & Individual Counseling | \$ 35,000 | | \$ 25,000 | 77 |
| MayView Community Health Center | Access to Primary Health Care & Disease Prevention | \$ 25,000 | | \$ 25,000 | 76 |
| Law Foundation of Silivon Valley | Sunnyvale Fair Housing Services | \$ 30,000 | | \$ 20,000 | 75 |
| First United Methodist Church of Sunnyvale | Sunnyvale Senior Nutrition | \$ 27,122 | | \$ 15,000 | 73 |
| Project Sentinel Inc. | Landlord-Tenant Counseling & Dispute Resolution | \$ 50,000 | | \$ - | 71 |
| Human Services/Fair Hsg Subtotal | | \$ 342,122 | | \$ 235,000 | |

| Capital Projects | | Funding Requested | | Staff and HHSC Recommended Funding | | Proposal Score |
|----------------------------------|---------------------------------|--------------------------|-------------------|---|-------------------|---------------------------|
| Applicant | Program | CDBG | HOME | CDBG | HOME | |
| Sunnyvale Community Services | WorkFirst Sunnyvale | \$ 395,000 | \$ - | \$ 395,000 | \$ - | 91 |
| MidPen Housing Corp. | Crescent Terrace Rehabilitation | \$ 770,000 | \$ 500,000 | \$ 500,000 | \$ 550,000 | 71 |
| Capital Projects Subtotal | | \$ 1,165,000 | \$ 500,000 | \$ 895,000 | \$ 550,000 | |

**General Fund Human Services Grant
Proposals and Recommendations**

Attachment 3

| Applicant | Program | Funding Requested | Alternative 3: Staff Recommendation | Alternative 4: HHSC Recommendation | Difference (HHSC - Staff) | Proposal Score |
|---|--|--------------------------|--|---|--------------------------------------|-----------------------|
| The Health Trust | Meals on Wheels | \$ 20,000 | \$ 16,000 | \$ 15,000 | \$ (1,000) | 87 |
| SALA | Legal Assistance to Sunnyvale Elders | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ - | 86 |
| Catholic Charities of Santa Clara County | Day Break Cares-Adult Day Care Program | \$ 15,000 | \$ 10,000 | \$ 10,000 | \$ - | 84 |
| Friends for Youth | Mentoring Services: A Positive Alternative for Sunnyvale Youth | \$ 24,232 | \$ 15,000 | \$ 10,000 | \$ (5,000) | 84 |
| Abilities United | Adult Services | \$ 12,128 | \$ 10,000 | \$ 10,000 | \$ - | 83 |
| West Valley Community Services | Haven to Home (HTH) | \$ 15,000 | \$ 10,000 | \$ 10,000 | \$ - | 79 |
| Silicon Valley Independent Living Center | Housing and Emergency Services for Persons with Disabilities | \$ 24,434 | \$ 10,000 | \$ 10,000 | \$ - | 77 |
| Family & Children Services of Silicon Valley | Sunnyvale School-Based Services | \$ 24,739 | \$ 14,000 | \$ 10,000 | \$ (4,000) | 76 |
| Catholic Charities of Santa Clara County | Long Term Care Ombudsman | \$ 12,000 | \$ 10,000 | \$ 10,000 | \$ - | 74 |
| Friends of Vision Literacy | English Language Development Class | \$ 24,500 | \$ 10,000 | \$ 10,000 | \$ - | 74 |
| Healthier Kids Foundation of Santa Clara County | VisionFirst | \$ 14,000 | \$ - | \$ - | \$ - | 70 |
| Live Oak Adult Day Services | Adult Day Care - Cupertino Center | \$ 15,000 | \$ - | \$ 5,000 | \$ 5,000 | 70 |
| Habitat for Humanity | City of Sunnyvale-Financial Counseling | \$ 14,000 | \$ - | \$ - | \$ - | 68 |
| Maitri | Maitri Legal Advocacy | \$ 16,000 | \$ - | \$ 5,000 | \$ 5,000 | 65 |
| Total Requested | | \$ 241,033 | \$ 115,000 | \$ 115,000 | | |
| Funds Available | | \$ 115,000 | | | | |



City of Sunnyvale

Meeting Minutes - Final (Excerpt)

Housing and Human Services Commission

Wednesday, March 25, 2015

7:00 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

2. [15-0298](#) Evaluations and Funding Recommendations for FY 2015-16
Human Services Grants and CDBG/HOME Capital Project
Loans

Housing Officer Suzanne Isé gave a brief report explaining how the scoring committee evaluated and ranked the proposals received in response to the requests for proposals for human services and capital projects, following the criteria detailed in the Request for Proposals. She noted that staff received 22 human services proposals and 2 capital project proposals. She also reviewed staff's recommendations and alternatives.

Ms. Isé noted that both proposals received for capital projects were recommended for funding; Sunnyvale Community Services for their full request and MidPen Housing for slightly less than their request, due to the limited amount of funding available.

Ms. Isé then reviewed Scenarios A and B for both CDBG and General funds for the human services proposals. She explained that Project Sentinel was not recommended for CDBG funding, but it was funded through a budget supplement last year and may pursue that option this year as well.

The commissioners asked for specific reasons why some of the agencies that were not recommended for funding ranked lower, although some have been previously funded or have previously applied for funding before. Housing Officer Isé explained that the scores and ranking reflected the quality of the proposal that they submitted, and that past performance is taken into account to some extent, but that is not the only scoring criteria.

Chair Gilbert opened the public hearing at 7:52 p.m.

The following speakers spoke during the public hearing. Those that previously received funding from the City, and were being recommended for funding again, thanked staff and urged the Commission to support staff's recommendation.

1. Jeff Webber, a representative of Abilities United's Adult Services program for individuals with mental and physical disabilities, submitted a speaker card but had to leave before the public hearing began.

2. Mary Johnson, Sunnyvale resident, spoke on behalf of the Live Oak Adult Day Services program. She explained that, although she also looked at using the Day Break Cares program in Sunnyvale, she chose to take her husband to Live Oak in Cupertino because it was a better fit for her and her husband.

3. Sujatha Venkatraman, West Valley Community Services, spoke about the Haven to Home program, which provides intensive case management for homeless individuals and homeless families.

4. Ronald Nathan, Senior Nutrition Program at First United Methodist Church, described his program which provides hot, nutritious lunches, yoga, live music, dancing, socialization, and educational opportunities for many low income seniors.

5. Pilar Furlong, Bill Wilson Center, described the Center's Family and Youth Counseling program for at-risk youth and their families. It receives referrals from other non-profits, police, parents and schools.

6. Zakia Afrin, Maitri Legal Advocacy program, thanked staff for offering to provide feedback on their proposal to provide immigration services accredited by the Department of Homeland Security to victims of domestic abuse.

7. Teresa Johnson, the Health Trust, described the Meals on Wheels program, which delivers meals and provides wellness checks to seniors and disabled adults who are homebound, and noted that Sunnyvale's funds leverage funding from other sources to provide additional assistance, such as pet food.

8. Marie Bernard, Sunnyvale Community Services, described the Year-Round Food program which provides each family an average of \$300 worth of food every month and delivers food to 100 seniors every month. The CDBG funding is used to fill the gap to purchase the food that is not donated by the food bank, such as dry milk and protein-rich foods.

9. Colleen Budenholzer, InnVision Shelter Network, described InnVision's program to provide "Beyond the Bed" services which help individuals regain permanent housing and self-sufficiency through intensive case management, benefits assistance and job development. Sunnyvale's funding will help the agency staff additional beds in four different shelters. Each one serves distinct types of clients: single women with children; families; individuals in need of mental health services; and single men.

10. Kyra Kazantzis, Law Foundation, and Stephanie Rabiner, Project Sentinel, described their Fair Housing Services. Project Sentinel staff provides the investigation services, intake, and testing, and the Law Foundation gives recommendations regarding the investigation of housing discrimination claims and provides legal services ranging from advice and filing administrative complaints, to filing suit in court when needed.

Chair Gilbert called for a 5 minute break.

11. Wanda Hale, Catholic Charities, described the Long Term Care Ombudsman program, a federal- and state-mandated program that serves 13 cities in Santa Clara County. They visit nearly 12,000 residents of long-term care facilities, such as nursing homes, assisted living facilities and board and care facilities. A majority of their time is spent investigating elder abuse. Ms. Hale thanked the City for its past support and noted that this program does not receive any funding from Catholic Charities, in response to an earlier question by a commissioner.

12. Anky Van Deursen, Project Sentinel Landlord Tenant Services, submitted a speaker card, but left before the public hearing.

13. Jeff Summerville, MidPen Housing, described the Crescent Terrace rehabilitation project. Crescent Terrace was built in 1985, it has 48 one-bedroom units, and houses very low-income seniors. Funding will be used to replace major building systems, upgrade living quarters, and improve sustainability. All windows, cabinets, and lighting systems will be replaced, and solar and highly efficient irrigation systems will be added.

14. Greg Pensinger, Downtown Streets Team, spoke about the WorkFirst Sunnyvale program and showed a brief video, "We'll Lift You Up", which features team members from Sunnyvale that have directly benefited from the WorkFirst Sunnyvale program.

15. Colleen Hudgen spoke on behalf of Live Oak Adult Day Services and asked that the Commission consider funding her proposal, which staff did not recommend funding.

16. Maritza Henry, Family and Children Services, described their counseling services for at-risk youth. She thanked staff for its recommendation, and asked the commissioners to consider a higher amount. She noted that the waiting list for service at the Columbia Neighborhood Center for their bilingual therapist keeps getting longer. She added that the decrease in funding compared to the prior year will make the youth and their families have to wait even longer for the counseling services that they need.

17. Vanessa Corona, Friends for Youth, described her Mentoring Services program for students of Columbia Middle School, and noted that 50% of the kids on their waiting list are from Sunnyvale.

18. Kathleen King, Healthier Kids Foundation, described their new VisionFirst Program. She asked the commissioners to reconsider staff's recommendation and encouraged them to fund her program.

19. Georgia Bacil, Senior Adults Legal Assistance (SALA), described their free legal services for seniors who are very low-income, at risk of abuse, isolation, or

premature institutionalization. Services are provided at Sunnyvale Community Services, which provides a private meeting room for SALA consultations.

Commissioner Chiu asked if any of the agencies that were not recommended for funding would be willing to accept a grant of just several thousand dollars. The Director of Live Oak Adult Day Services, Colleen Hudgen, said that she would accept it. The Director of Healthier Kids, Kathleen King, responded that the administrative workload that these grants place on both her staff and the City staff is not justified for such a small amount of funding, so regrettably she would have to decline it.

Other commissioners also acknowledged that the administrative burden was the main reason for establishing a \$10,000 minimum for general fund grants and \$25,000 for CDBG funds.

Chair Gilbert closed the public hearing at 9:27 p.m.

Chair Gilbert restated staff's recommendation and the alternatives listed on the report, and asked for a motion.

Commissioner Chiu moved and Commissioner Evans seconded to recommend Alternative 3, Scenario A for CDBG and General Funds, with a modification to decrease Friends for Youth to \$10,000, and add a grant of \$5,000 for Live Oak Adult Day Services.

Commissioner Evans spoke to the motion, reminding all the commissioners why the \$10,000 minimum was established, and noted that she was not comfortable supporting the motion, but had seconded to allow it to be discussed. She asked everyone to remain objective, and added that she understood how difficult it was to make these choices, but urged all the commissioners to stick to Scenario A as presented by staff.

Commissioner McCloud offered a friendly amendment to reduce the Meals on Wheels grant to \$15,000, and to reduce Family and Children Services grant to \$10,000, and award the remaining \$5,000 to Maitri.

After further discussion by Commissioners, Commissioner Chiu accepted the friendly amendment, and Chair Gilbert restated the motion, which essentially resulted in Scenario B, but with no grant for Healthier Kids, and a \$5,000 grant each for Live Oak and Maitri.

The motion carried by the following vote:

Yes: 4 - Vice Chair Jeong
Commissioner Chiu
Commissioner McCloud
Commissioner Schmidt

No: 2 - Chair Gilbert
Commissioner Evans

Absent: 1 - Commissioner Sidhu



City of Sunnyvale

Meeting Minutes - Draft (Excerpt)

Housing and Human Services Commission

Wednesday, April 22, 2015

7:00 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

- 3** [15-0157](#) Consider Draft Housing and Urban Development (HUD)
Action Plan and Proposed Human Services Grants for FY
2015-16

Housing Officer Suzanne Isé gave a brief report on the Action Plan, and answered questions from the commissioners.

She noted that the Action Plan, which will become an addendum to the ConPlan, includes more detail about how the City plans to use the grant funds next fiscal year. This Action Plan includes the human services and capital projects that the Commission recommended for CDBG and HOME funding, and other ongoing City programs, such as the housing rehabilitation and rental assistance programs.

Commissioners asked questions about the WorkFirst Sunnyvale and Tenant-Based Rental Assistance (TBRA) programs, and why the staff and commission recommendations regarding the General Fund human services grants were presented as two separate alternatives in the staff report.

Ms. Isé explained that staff is not able to make a recommendation that would conflict with Council Policy, such as recommending grants of less than \$10,000. She also noted that the report to Council will also include the Commission's recommendation for Council to consider.

Chair Gilbert opened the public hearing at 7:30 p.m.

Michelle Schroeder, Attorney at SALA, spoke about SALA's partnership with Sunnyvale Community Services (SCS) to provide free legal services for seniors twice a month at the SCS facility. She thanked staff and the Commissioners for the funding recommendation to maintain this service.

Chair Gilbert closed the public hearing at 7:33 p.m.

Chair Gilbert asked for a motion.

Commissioner Schmidt moved and Commissioner Evans seconded to recommend Alternatives 1 and 3:

1. Recommend that Council approve the 2015-16 Action Plan as presented in Attachment 1; and
3. Recommend that Council approve the General Fund human services grants as listed in Attachment 3, subject to Council budget appropriations in June.

After some discussion, Commissioner Schmidt rescinded her motion because she misunderstood the details of Alternative 3, and meant to move to recommend Alternatives 1 and 4.

Chair Gilbert asked for another motion.

Commissioner Chiu moved and Commissioner McCloud seconded the motion to recommend Alternatives 1 and 4:

1. Recommend that Council approve the 2015-16 Action Plan as presented in Attachment 1; and
4. Recommend that Council approve the General Fund human services grants as listed in Attachment 4, subject to Council budget appropriations in June. The motion carried by the following vote:

Yes: 5 - Chair Gilbert
Commissioner Chiu
Commissioner Evans
Commissioner McCloud
Commissioner Schmidt

No: 0

Absent: 2 - Vice Chair Jeong
Commissioner Sidhu

Commissioner Chiu added that the reason for not going with staff's recommendation was because it did not include the compromise that they had reached at the March meeting to award grants of \$5,000 each to Live Oak Adult Day Services and Maitri.

Commissioner Evans and Chair Gilbert noted that they were voting for the current motion now to keep the process moving forward, but they stood by the statements they made at the March meeting, when they voted against the Commission's

funding recommendations (now listed as Alternative 4) because they were not consistent with the Council Policy regarding the minimum grant amounts.

Commissioner McCloud added that although she understood the minimum established, she thought it was worthwhile to try and help smaller or less well-established agencies to help them grow.

Commissioner Schmidt added that she was in favor of Alternative 4 because, for the most part, it fell in line with "Scenario B" that staff had presented at the March meeting.



City of Sunnyvale

Agenda Item

15-0298

Agenda Date: 3/25/2015

MEMORANDUM TO HOUSING AND HUMAN SERVICES COMMISSION

SUBJECT

Evaluations and Funding Recommendations for FY 2015-16 Human Services Grants and CDBG/HOME Capital Project Loans

BACKGROUND

The City received 22 proposals for human services funding in response to the Request for Proposals (RFP) issued in January 2015 and two capital project proposals. A list of the proposals is provided in **Attachment 1**, and the proposals are available online at *HUDPrograms.inSunnyvale.com*. The staff scoring committee, consisting of several Housing and Finance staff, evaluated the proposals based on the requirements and evaluation criteria in Council Policies 5.1.3: Human Services, as well as the unmet and priority needs described in the City's 2010-2015 Consolidated Plan, and using the scoring system provided in the RFPs.

Priority Needs for Human Services

The Commission and Council confirmed in October and November 2014 that the list of priority needs in the 2010 Consolidated Plan continues to be valid, therefore the human services proposals had to describe how they address one or more of these priority needs:

- A. Basic needs (such as food, shelter, transportation, health & mental health care, employment assistance/training, child care, etc.).
- B. After school or intervention programs to provide youth with positive alternatives to drugs, violence, and/or gangs (i.e., recreational, mentoring, educational, and career-building activities).
- C. Mental health, addiction and substance abuse counseling, particularly for youth and those exiting institutions.
- D. Other specialized supportive services as may be requested by the community, such as foreclosure assistance, legal assistance for seniors and others, and other specialized human services, such as those currently supported by the City, or those that may address a new or unmet priority need.

In addition, programs proposed for funding must verify that the funds will be used to serve primarily lower-income clients (51% or more).

Eligible Capital Projects

CDBG capital project proposals may include housing rehabilitation, economic development activities, public facilities and/or infrastructure improvements, site acquisition, commercial building rehabilitation, and several other rather obscure types of projects listed in the CDBG statutes. Any of the project types must show clear evidence that they will "primarily benefit" low income residents. This means at least 51% of the users of the facility to be assisted, or beneficiaries of the activity (loan

15-0298**Agenda Date: 3/25/2015**

recipient, occupants of housing to be improved, job training program participants etc.) must be documented to be lower income. HOME capital projects may only include activities related to lower-income housing, such as: new construction, rehabilitation, and/or acquisition of housing or housing sites, or tenant-based rental assistance.

Available CDBG and HOME Funds for FY 2015-16

The City will receive an entitlement grant of \$989,453 in CDBG funds and a HOME grant of \$281,021 for FY 2015-16. In addition, staff estimates that approximately \$445,000 in CDBG program income and \$567,000 in HOME program income will be received by the end of the current fiscal year. Program income consists of loan payments on prior CDBG or HOME loans, as well as interest accrued in the fund.

| Estimated Funds Available for FY 2015-16 | CDBG | HOME |
|--|--------------------|------------------|
| Entitlement Grant | \$989,453 | \$281,021 |
| FY 14-15 Program Income (PI) (HOME PI includes some prior years' PI) | \$445,000 | \$567,000 |
| Total Grant + PI | \$1,434,453 | \$848,021 |
| Change from Prior Year | | |
| Entitlement Grant | -3% | -9% |
| Program Income | +23% | -62% |
| Total | + 4% | -53% |
| Funds Available for Human Services (15% of CDBG grant + PI) | \$215,150 | \$0 |
| Funds Available for Capital Projects * | \$895,000 | \$550,000 |

* "Funds available for capital projects" does not include activities programmed outside of the RFP process, such as the Home Improvement Program, TBRA and program administration.

CDBG regulations limit public services funding to no more than 15% of the City's FY 2015-16 CDBG grant, plus 15% of CDBG program income received in the current fiscal year (FY 2014-15). Based on this formula, staff estimates that approximately \$215,000 will be available for public services for next year.

Supplemental General Funds for Human Services

For a number of years Council has augmented the CDBG public services funding with general funds, referred to as the "supplemental general funds" for human services. In November 2014, Council set a tentative funding threshold of \$115,000 in supplemental General Funds for next year. This amount, established so that staff and the Commission will have a general idea of approximately how much funding will be available, which will be confirmed or modified by Council during the final budget hearings in June. If it stays the same, a total of \$330,000 in CDBG and General Funds will be available next year for human services grants. This amount is 10% more than what was available for human services last year, due to an increase in program income and the increase in supplemental General Funds from \$100,000 to \$115,000.

Change to Human Services CDBG Application Process

15-0298Agenda Date: 3/25/2015

During the October and November priority needs hearings, the Commission and Council also approved a change to the human services grant program that was incorporated into the human services RFP. The change was an increase in the minimum CDBG human services grant amount from \$10,000 to \$25,000, due to the high level of reporting and administrative burden required for use of CDBG funds. The minimum grant amount for human services grants funded by the General Fund remained the same, at \$10,000, since the General Fund-funded grants do not incur such a high administrative burden. There was no change to the maximum grant amount of 25% of the total funds available, which includes CDBG and General funds.

For practical reasons, this change required applicants to indicate in their proposals which funding source they were applying for, so that staff could verify that their requested funding amount met the applicable minimum grant amount, and also to ensure that applicants for CDBG funds were fully aware of the CDBG administrative requirements and were willing to accept the funds with these requirements. Applicants were informed of this change during the technical workshop offered to help applicants prepare their applications.

As a result of this change, proposals are now competing in two separate funding pools as opposed to one large pool consisting of both funding sources. This has made it somewhat easier to allocate the funds, since each funding source now has a smaller applicant pool.

DISCUSSION

Human Services Proposals

The staff scoring committee spent nearly three weeks reviewing all of the proposals, including discussing strengths and weaknesses and reviewing the accounting information provided. The committee met three times with additional Housing staff to discuss the proposals, eligibility and completeness requirements, scoring, and possible funding scenarios. Each member of the committee independently scored each proposal, and their scores for each proposal were averaged. Staff then ranked the proposals by average score, as shown on **Attachments 2 and 3**.

Of the 22 human services proposals received, eight proposals requested a total of \$342,122 in CDBG funding, which exceeds the CDBG amount available by nearly 60%. The remaining proposals requested a total of \$241,033 in General funds, which exceeds the GF amount by 210%. One of the CDBG proposals (fair housing services), is eligible for funding with CDBG administrative funds, therefore staff recommended funding it from that source, as was done in the last two years, so that the human services funds can be maximized for the other proposals.

Ultimately staff developed two options for each funding pool (CDBG and GF), Scenario A and Scenario B, as shown in **Attachments 2 through 5**, as explained further below, based on the committee's recommendations.

Scenario A

The concept behind Scenario A, illustrated in **Attachments 2 and 3**, was to allocate the available funds in such a way that rewarded the higher-scoring proposals with a higher percentage of their request (up to the maximum of what the applicant requested), and the rest with the minimum amount, until funds ran out. Under Scenario A, all but one of the CDBG proposals and all but four of the GF proposals could be funded in the amounts shown. The benefit of this scenario is that it rewards

15-0298Agenda Date: 3/25/2015

proposers and programs that have demonstrated strong performance and compliance capabilities, and provides an incentive for applicants to put more effort into improving the quality of their proposals in the future. This is an approach used by many foundations and other funding entities to continually improve the quality of proposals submitted and, ideally, the effectiveness of the programs funded.

CDBG Group

As shown on **Attachment 2**, for the CDBG group under Scenario A, only \$15,000 remained to be allocated to the last proposal to be recommended for funding (Senior Nutrition Program). While this amount is below the new CDBG minimum grant amount of \$25,000, it is more than the Senior Nutrition Program received in the last two years, which was also funded in full or part with CDBG, therefore staff felt that it would be better to provide them with at least an amount comparable to their prior year grant, rather than spreading the remaining \$15,000 among one or more of the higher-scoring proposals.

Although staff recognizes that Project Sentinel provides a very valuable and popular service to the community, under Scenario A, there were not enough CDBG funds to fund this proposal, based on its ranking. However, for the last two years Council has approved a budget supplement for City General Funds for this program through the budget supplement process (not the Human Services Grant program). This could be a possible funding source for this program again this year, if Council determines that adequate General Funds are available during the budget supplement hearing, or the Commission could consider Scenario B for the CDBG group, which funds all the CDBG proposals to some extent (see below).

General Fund (GF) Group

For the GF group, Scenario A (**Attachment 3**) resulted in four proposals not being funded, with higher than minimum amounts recommended for three of the higher-scoring proposals: Meals on Wheels, Friends for Youth Mentoring Program, and Family and Children's Services Youth Counseling, and the remainder receiving the minimum grant amount in ranked order, until funding ran out.

Scenario B

The concept behind Scenario B, illustrated in **Attachments 4 and 5**, was to fund as many of the eligible, complete proposals received, in ranked order by score, with the minimum grant amount for each funding pool, and if any funds were left over, to award them to the one or two top scoring proposals.

Under Scenario B, all of the CDBG proposals could be funded at the minimum level, with \$40,000 left over after granting all the proposals. This remainder amount was allocated to the top two proposals. Scenario B results in a significant reduction in funding to the top-scoring proposal as compared to Scenario A and compared to that program's prior year grant, as illustrated in **Attachment 4**.

Among the GF applicants, Scenario B resulted in all but three of the GF proposals being funded, with only \$5,000 left over, which was then allocated to the top-scoring proposal. This scenario results in somewhat lower grants to some of the top-scoring proposals, and a significant reduction from prior-year funding to one of the programs, but it does allow for one additional GF proposal to be funded, compared to Scenario A.

15-0298**Agenda Date: 3/25/2015**

Complete details of each scenario are provided in **Attachments 2 through 5**. For context, staff has provided some detail on human services grantee accomplishments in the most recent complete prior year for which data is available, in **Attachment 6**. Staff recommends Scenario A for both funding groups, as it provides more of an incentive for applicants to improve their proposals and program effectiveness, by rewarding those who scored highest with a higher percentage of what they requested, and increases program efficiency by not spreading the funding so thin that its impact is diluted.

Capital Project Proposals

Two capital project proposals were received, as listed at the bottom of **Attachment 1**. One proposal was for CDBG funds for an economic development activity, and the other requested CDBG and HOME funds for rehabilitation of an affordable senior housing complex. The proposals are available online at *HUDPrograms.inSunnyvale.com*.

Sufficient funds are available for both of these proposals at or near the amounts requested. Staff recommends funding both projects as shown below:

| Applicant | Proposal | Funding Type | Amount Requested | Recommended Award |
|------------------------------|---------------------------------|---------------------|-------------------------|--------------------------|
| Sunnyvale Community Services | WorkFirst Sunnyvale | CDBG | \$395,000 | \$395,000 |
| MidPen Housing Corp. | Crescent Terrace Rehabilitation | CDBG and HOME | \$1,270,000 | \$1,050,000 |
| Total | | | \$1,665,000 | \$1,445,000 |

Process for Final Approval

Staff will include the Commission's CDBG and HOME funding recommendations in the draft FY 2015-16 Action Plan, which will be considered by the Commission at its regular meeting in April. At that time the Commission will have an additional opportunity to make minor changes to the funding recommendations if needed, such as if new information becomes available regarding CDBG or HOME program income amounts. The Commission's recommendations for GF human services awards will not be included in the Action Plan, which only covers HUD funds, but will be included in the same report to Council. Council will consider all of the funding recommendations and make a final decision at its regular meeting on May 5, 2015. Public hearings will be held prior to any Commission or Council action on these items at each meeting. Awards will not become final until after Council adopts the final 2015-16 budget and HUD approves the City's 2015 Action Plan.

ALTERNATIVES

1. Recommend funding the human services proposals according to Scenario A for both groups (CDBG and GF), as shown in the staff recommendation in **Attachments 2 and 4**.
2. Recommend funding the human services proposals according to Scenario B for both groups (CDBG and GF), as shown in **Attachments 3 and 5**.
3. Recommend another funding scenario, which may be a combination of Scenarios A for one group and B for the other group, or may be a slight variation of Alternative 1 or 2 (i.e., shifting

15-0298**Agenda Date: 3/25/2015**

funds between proposals within the same group and scenario).

4. Recommend funding the capital project proposals in the amounts recommended by staff as shown in the table above.
5. Recommend funding the capital project proposals in a different amount than shown above, subject to funding availability, and/or recommend not funding one or both proposals.

RECOMMENDATION

Staff recommends Alternatives 1 and 4, for the reasons explained in the Discussion section above. However, the Commission may recommend Alternative 2 or 3 instead of Alternative 1 for the human services proposals, or Alternative 5 instead of Alternative 4, for the capital project proposals. If Alternative 3 is desired, the Commission should specify which recommended awards should be modified, and by what amount.

Prepared by: Katrina L. Ardina, Housing Programs Analyst

Reviewed by: Suzanne Isé, Housing Officer

Approved by: Hanson Hom, Director, Community Development Department

ATTACHMENTS

1. List of Proposals
2. Scenario A, CDBG Group
3. Scenario A, General Fund Group
4. Scenario B, CDBG Group
5. Scenario B, General Fund Group
6. Grantee Accomplishments, FY 13-14

List of Proposals

HUMAN SERVICES PROPOSALS

| Agency | Program | Funding Requested | |
|---|--|-------------------|-------------------|
| | | CDBG | GF |
| Bill Wilson Center | Family & Individual Counseling | \$ 35,000 | |
| First United Methodist Church of Sunnyvale | Sunnyvale Senior Nutrition | \$ 27,122 | |
| Innvision Shelter Network | Shelter Operations | \$ 75,000 | |
| Law Foundation of Silicon Valley | Sunnyvale Fair Housing Services | \$ 30,000 | |
| MayView Community Health Center | Access to Primary Health Care & Disease Prevention | \$ 25,000 | |
| Project Sentinel Inc. | Landlord-Tenant Counseling & Dispute Resolution | \$ 50,000 | |
| Sunnyvale Community Services | Brown Bag Food Program | \$ 75,000 | |
| YWCA of Silicon Valley | Domestic Violence-Support Network | \$ 25,000 | |
| Abilities United | Adult Services | | \$ 12,128 |
| Catholic Charities of Santa Clara County | Day Break Cares-Adult Day Care Program | | \$ 15,000 |
| Catholic Charities of Santa Clara County | Long Term Care Ombudsman | | \$ 12,000 |
| Family & Children Services of Silicon Valley | Sunnyvale School-Based Services | | \$ 24,739 |
| Friends for Youth | Mentoring Services: A Positive Alternative for Sunnyvale Youth | | \$ 24,232 |
| Friends of Vision Literacy | English Language Development Class | | \$ 24,500 |
| Habitat for Humanity | City of Sunnyvale-Financial Counseling | | \$ 14,000 |
| Healthier Kids Foundation of Santa Clara County | VisionFirst | | \$ 14,000 |
| The Health Trust | Meals on Wheels | | \$ 20,000 |
| Live Oak Adult Day Services | Adult Day Care - Cupertino Center | | \$ 15,000 |
| Maitri | Maitri Legal Advocacy | | \$ 16,000 |
| SALA | Legal Assistance to Sunnyvale Elders | | \$ 10,000 |
| Silicon Valley Independent Living Center | Housing and Emergency Services for Persons with Disabilities | | \$ 24,434 |
| West Valley Community Services | Haven to Home (HTH) | | \$ 15,000 |
| Total Requested | | \$ 342,122 | \$ 241,033 |
| Funds Available | | \$ 215,000 | \$ 115,000 |
| Total Requested in Excess of Available Funds | | \$ 127,122 | \$ 126,033 |

CAPITAL PROJECT PROPOSALS

| Agency | Program | Funding Requested | |
|--|---------------------------------|---------------------|-------------------|
| | | CDBG | HOME |
| Sunnyvale Community Services | WorkFirst Sunnyvale | \$ 395,000 | N/A |
| MidPen Housing Corp. | Crescent Terrace Rehabilitation | \$ 770,000 | \$ 500,000 |
| Total Requested | | \$ 1,165,000 | \$ 500,000 |
| Funds Available | | \$ 895,000 | \$ 550,000 |
| Total Requested in Excess of Available Funds | | \$ 270,000 | \$ (50,000) |

SCENARIO A

Provide larger percentage of requested amount to top-scoring proposals, minimum to next several proposals in order of ranking, until funding runs out.

| CDBG Group | | | | | | | | |
|---|--|----------------------|------------------|--------------|-----------|---|---------------------------------|--|
| CDBG Applicant | Program | Staff Recommendation | Amount Requested | Shortfall | Avg Score | Current FY CDBG Human Services Grant Am't | Other Current FY City Funding | Recmdded Amt - Current Year HS Funding |
| Sunnyvale Community Services | Brown Bag Food Program | \$ 75,000 | \$ 75,000 | \$ - | 92 | \$ 74,600 | \$ - | \$ 400 |
| InnVision Shelter Network | Emergency & Transitional Shelter | \$ 50,000 | \$ 75,000 | \$ (25,000) | 79 | \$ - | \$ - | \$ 50,000 |
| YWCA of Silicon Valley | Domestic Violence Support Network | \$ 25,000 | \$ 25,000 | \$ - | 79 | \$ 15,200 | \$ - | \$ 9,800 |
| Bill Wilson Center | Family & Individual Counseling | \$ 25,000 | \$ 35,000 | \$ (10,000) | 77 | \$ 17,100 | \$ - | \$ 7,900 |
| MayView Community Health Center | Primary Health Care & Disease Prevention | \$ 25,000 | \$ 25,000 | \$ - | 76 | \$ 15,200 | \$ - | \$ 9,800 |
| Law Foundation of Silicon Valley | Fair Housing Services | CDBG Admin: \$20K | \$ 30,000 | \$ (10,000) | 75 | \$ - | \$19,300 in CDBG Admin | \$ - |
| First United Methodist Church of Sunnyvale | Sunnyvale Senior Nutrition | \$ 15,000 | \$ 27,122 | \$ (12,122) | 73 | \$ 13,700 | \$ - | \$ 1,300 |
| Project Sentinel Inc. | Landlord-Tenant Counseling, Dispute Resolution | \$ - | \$ 50,000 | \$ (50,000) | 71 | \$ - | \$45K in GF (budget supplement) | \$ - |
| Total CDBG Public Services (PS) Funds Recommended | | \$ 200,000 | \$ 342,122 | \$ (107,122) | | | | |
| Total CDBG PS Funds Available | | \$ 215,000 | | | | | | |

General Fund Group**Scenario A:** Provide higher percentage of requested funds to higher-scoring agencies, with some adjustments to reflect current year funding levels.

| Gen Fund Applicant | Program | Scoring Committee Recommendation | Amount Requested | Shortfall | Avg Score | Current FY Human Services Grant Am't | Other Current FY City Funding | Recmdded Amt - Current Year HS Funding |
|---|--|---|-------------------------|---------------------|------------------|--|--------------------------------------|---|
| The Health Trust | Meals on Wheels | \$ 16,000 | \$ 20,000 | \$ (4,000) | 87 | \$ 10,300 | \$ - | \$ 5,700 |
| SALA | Legal Assistance for Sunnyvale Elders | \$ 10,000 | \$ 10,000 | \$ - | 86 | \$ 9,800 | \$ - | \$ 200 |
| Friends for Youth | Mentoring for Sunnyvale Youth | \$ 15,000 | \$ 24,232 | \$ (9,232) | 84 | \$0: Did not apply last cycle | \$ - | \$ 15,000 |
| Catholic Charities of Santa Clara County | Day Break Adult Day Care / Respite Program | \$ 10,000 | \$ 15,000 | \$ (5,000) | 84 | \$ 10,300 | \$ - | \$ (300) |
| Abilities United | Services for Disabled Adults | \$ 10,000 | \$ 12,128 | \$ (2,128) | 83 | \$ 10,300 | \$ - | \$ (300) |
| West Valley Community Services | Outreach / Case Management for Homeless Clients | \$ 10,000 | \$ 15,000 | \$ (5,000) | 79 | \$ 9,800 | \$ - | \$ 200 |
| Silicon Valley Independent Living Center | Housing and Emergency Services for Persons with Disabilities | \$ 10,000 | \$ 24,434 | \$ (14,434) | 77 | \$ 9,800 | \$ - | \$ 200 |
| Family & Children Services of Silicon Valley | Youth Counseling | \$ 14,000 | \$ 24,739 | \$ (10,739) | 76 | \$ 17,700 | \$ - | \$ (3,700) |
| Catholic Charities of Santa Clara County | Long-Term Care Ombudsman | \$ 10,000 | \$ 12,000 | \$ (2,000) | 74 | \$ 10,300 | \$ - | \$ (300) |
| Friends of Vision Literacy | English Language Development Class | \$ 10,000 | \$ 24,500 | \$ (14,500) | 74 | \$ 9,800 | \$ - | \$ 200 |
| Healthier Kids Foundation of Santa Clara County | Vision Screening in Elementary Schools | \$ - | \$ 14,000 | \$ (14,000) | 70 | \$13,700 (different program, same applicant) | \$ - | \$ - |
| Live Oak Adult Day Services | Adult Day Care (Cupertino site) | \$ - | \$ 15,000 | \$ (15,000) | 70 | \$ 9,800 | \$ - | \$ (9,800) |
| Habitat for Humanity | Financial Counseling | \$ - | \$ 14,000 | \$ (14,000) | 68 | \$ - | \$ - | \$ - |
| Maitri | Maitri Legal Advocacy | \$ - | \$ 16,000 | \$ (16,000) | 65 | \$ - | \$ - | \$ - |
| Total GF Recommended | | \$ 115,000 | \$ 241,033 | \$ (126,033) | | | | |
| Total GF Available | | \$ 115,000 | | | | | | |

SCENARIO B

Provide minimum grant amount to all proposals, until funding runs out, and distribute excess (\$40,000) between top two high-scoring/high need proposals.

| CDBG Group | | | | | | | | |
|--|--|---|-------------------------|------------------|------------------|--|--------------------------------------|---|
| CDBG Applicant | Program | Scoring Committee Recommendation | Amount Requested | Shortfall | Avg Score | Current FY CDBG Human Services Grant Am't | Other Current FY City Funding | Recmdd Amt - Current Year HS Funding |
| Sunnyvale Community Services | Brown Bag Food Program | \$ 50,000 | \$ 75,000 | \$ (25,000) | 92 | \$ 74,600 | \$ - | \$ (24,600) |
| InnVision Shelter Network | Emergency & Transitional Shelter | \$ 40,000 | \$ 75,000 | \$ (35,000) | 79 | \$ - | \$ - | \$ 40,000 |
| YWCA of Silicon Valley | Domestic Violence Support Network | \$ 25,000 | \$ 25,000 | \$ - | 79 | \$ 15,200 | \$ - | \$ 9,800 |
| Bill Wilson Center | Family & Individual Counseling | \$ 25,000 | \$ 35,000 | \$ (10,000) | 77 | \$ 17,100 | \$ - | \$ 7,900 |
| MayView Community Health Center | Primary Health Care & Disease Prevention | \$ 25,000 | \$ 25,000 | \$ - | 76 | \$ 15,200 | \$ - | \$ 9,800 |
| Law Foundation of Silicon Valley | Fair Housing Services | CDBG Admin: \$20K | \$ 30,000 | \$ (10,000) | 75 | \$ - | \$19,300 in CDBG Admin | \$ - |
| First United Methodist Church of Sunnyvale | Sunnyvale Senior Nutrition | \$ 25,000 | \$ 27,122 | \$ (2,122) | 73 | \$ 13,700 | \$ - | \$ 11,300 |
| Project Sentinel Inc. | Landlord-Tenant Counseling, Dispute Resolution | \$ 25,000 | \$ 50,000 | \$ (25,000) | 71 | \$ - | \$45K in GF (budget supplement) | \$ 25,000 |
| Total CDBG Public Services (PS) Funds Recommended | | \$ 215,000 | \$ 342,122 | \$ (107,122) | | | | |
| Total CDBG PS Funds Available | | \$ 215,000 | | | | | | |

General Fund Group **SCENARIO B:** Provide minimum amount to proposals in ranked order by score, until funding runs out. Leftover \$5,000 awarded to top-scorer.

| Gen Fund Applicant | Program | Scoring Committee Recommendation | Amount Requested | Shortfall | Avg Score | Current FY Human Services Grant Am't | Other Current FY City Funding | Recmdd Amt - Current Year HS Funding |
|---|--|----------------------------------|-------------------|---------------------|-----------|--|-------------------------------|--------------------------------------|
| The Health Trust | Meals on Wheels | \$ 15,000 | \$ 20,000 | \$ (5,000) | 87 | \$ 10,300 | \$ - | \$ 4,700 |
| SALA | Legal Assistance for Sunnyvale Elders | \$ 10,000 | \$ 10,000 | \$ - | 86 | \$ 9,800 | \$ - | \$ 200 |
| Friends for Youth | Mentoring for Sunnyvale Youth | \$ 10,000 | \$ 24,232 | \$ (14,232) | 84 | \$0: Did not apply last cycle | \$ - | \$ 10,000 |
| Catholic Charities of Santa Clara County | Adult Day Care / Respite Program (Sunnyvale site) | \$ 10,000 | \$ 15,000 | \$ (5,000) | 84 | \$ 10,300 | \$ - | \$ (300) |
| Abilities United | Services for Disabled Adults | \$ 10,000 | \$ 12,128 | \$ (2,128) | 83 | \$ 10,300 | \$ - | \$ (300) |
| West Valley Community Services | Outreach / Case Management for Homeless Clients | \$ 10,000 | \$ 15,000 | \$ (5,000) | 79 | \$ 9,800 | \$ - | \$ 200 |
| Silicon Valley Independent Living Center | Housing and Emergency Services for Persons with Disabilities | \$ 10,000 | \$ 24,434 | \$ (14,434) | 77 | \$ 9,800 | \$ - | \$ 200 |
| Family & Children Services of Silicon Valley | Youth Counseling | \$ 10,000 | \$ 24,739 | \$ (14,739) | 76 | \$ 17,700 | \$ - | \$ (7,700) |
| Catholic Charities of Santa Clara County | Long-Term Care Ombudsman | \$ 10,000 | \$ 12,000 | \$ (2,000) | 74 | \$ 10,300 | \$ - | \$ (300) |
| Friends of Vision Literacy | English Language Development Class | \$ 10,000 | \$ 24,500 | \$ (14,500) | 74 | \$ 9,800 | \$ - | \$ 200 |
| Healthier Kids Foundation of Santa Clara County | Vision Screening in Elementary Schools | \$ 10,000 | \$ 14,000 | \$ (4,000) | 70 | \$13,700 (different program, same applicant) | \$ - | \$ 10,000 |
| Live Oak Adult Day Services | Adult Day Care / Respite Program (Cupertino site) | \$ - | \$ 15,000 | \$ (15,000) | 70 | \$ 9,800 | \$ - | \$ (9,800) |
| Habitat for Humanity | Financial Counseling | \$ - | \$ 14,000 | \$ (14,000) | 68 | \$ - | \$ - | \$ - |
| Maitri | Maitri Legal Advocacy | \$ - | \$ 16,000 | \$ (16,000) | 65 | \$ - | \$ - | \$ - |
| Total GF Recommended | | \$ 115,000 | \$ 241,033 | \$ (126,033) | | | | |
| Total GF Available | | \$ 115,000 | | | | | | |

Program Accomplishment Data for Current Human Services Applicants
Based on FY 2013-14 Quarterly and Annual Reports to the City

| AGENCY | PROGRAM | FY 2013-14 Grant Amount | | Unit of Service | Units of Service Provided with Sunnyvale Grant \$ | | # of Clients Served with Sunnyvale Grant \$ | | Average Units of Service per Client | Cost per Unit | Cost per Client |
|---|--|-------------------------|-----------|---|---|--------|---|--------|--|---------------|-----------------|
| | | GRANTED | EXPENDED | | PROPOSED | ACTUAL | PROPOSED | ACTUAL | Based on Reported Actuals, Sunnyvale-funded units/clients only | | |
| Catholic Charities of Santa Clara County | Long Term Care Ombudsman | \$ 10,500 | \$ 10,500 | 1 Hour of Visitation / Volunteer Training | 246 | 220 | 316 | 349 | 0.6 | \$ 48 | \$ 30 |
| Friends of Vision Literacy | English Language Development Class | \$ 10,000 | \$ 10,000 | 1-Hour Class Session | 80 | 80 | 74 | 74 | 1.1 | \$ 125 | \$ 135 |
| Bill Wilson Center | Family & Individual Counseling Services for At-Risk Youth | \$ 17,500 | \$ 17,500 | 1 Hour of Counseling | 174 | 174 | 32 | 110 | 1.6 | \$ 101 | \$ 159 |
| YWCA of Silicon Valley | Domestic Violence Support Network | \$ 15,500 | \$ 15,500 | 1 Hour of Counseling | 176 | 176 | 88 | 88 | 2.0 | \$ 88 | \$ 176 |
| SALA | Legal Assistance to Sunnyvale Elders | \$ 10,000 | \$ 10,000 | 1 Hour of Legal Services | 130 | 130 | 40 | 44 | 3.0 | \$ 77 | \$ 227 |
| MayView Community Health Center | Primary Health Care & Disease Prevention | \$ 15,500 | \$ 15,500 | 1 Primary Care Visit | 87 | 87 | 32 | 46 | 1.9 | \$ 178 | \$ 337 |
| Project Sentinel Inc. | Landlord-Tenant Counseling & Dispute Resolution | \$ 20,000 | \$ 20,000 | Mediation Cases | 55 | 55 | 55 | 55 | 1.0 | \$ 364 | \$ 364 |
| Silicon Valley Independent Living Center | Housing and Emergency Services for Persons with Disabilities | \$ 10,000 | \$ 10,000 | 1 Hour of Services | 250 | 250 | 25 | 25 | 10.0 | \$ 40 | \$ 400 |
| First United Methodist Church of Sunnyvale | Sunnyvale Senior Nutrition Program | \$ 14,000 | \$ 14,000 | 1 Hot Lunch | 2,253 | 2,253 | 27 | 27 | 83.4 | \$ 6 | \$ 519 |
| Sunnyvale Community Services | Year-Round Food Program | \$ 76,000 | \$ 76,000 | 1 Bag of Food | 1,728 | 1,728 | 140 | 140 | 12.3 | \$ 44 | \$ 543 |
| West Valley Community Services | Haven to Home | \$ 10,000 | \$ 10,000 | 1 Hour of Case Mgt. | 50 | 50 | 15 | 15 | 3.3 | \$ 200 | \$ 667 |
| Family & Children Services of Silicon Valley | Family & Individual Counseling at CNC | \$ 18,000 | \$ 18,000 | 1 Hour of Counseling | 190 | 190 | 19 | 19 | 10.0 | \$ 95 | \$ 947 |
| Healthier Kids Foundation of Santa Clara County | Insurance Coverage for Uninsured Kids | \$ 14,000 | \$ 14,000 | 1 Month of Insurance Coverage | 168 | 168 | 14 | 14 | 12.0 | \$ 83 | \$ 1,000 |
| Law Foundation of Silicon Valley | Sunnyvale Fair Housing Services | \$ 19,300 | \$ 19,300 | Cases (Investigation or legal representation) | 13 | 13 | 21 | 19 | 0.7 | \$ 1,485 | \$ 1,016 |
| The Health Trust | Meals on Wheels | \$ 10,500 | \$ 10,500 | 1 Meal Delivered | 1,400 | 1,400 | 7 | 9 | 155.6 | \$ 8 | \$ 1,167 |
| Live Oak Adult Day Services | Adult Day Care / Respite, Cupertino Site | \$ 10,000 | \$ 10,000 | 8 Hours of Elder Care | 60 | 60 | 4 | 4 | 15.0 | \$ 167 | \$ 2,500 |
| Abilities United | Adult Services | \$ 10,500 | \$ 10,500 | 1 Hour of Services | 302 | 302 | 2 | 2 | 151.0 | \$ 35 | \$ 5,250 |
| Catholic Charities of Santa Clara County | Adult Day Care / Respite, Sunnyvale Site (DayBreak) | \$ 10,500 | \$ 10,500 | 8 Hours of Elder Care | 50 | 50 | 2 | 2 | 25.0 | \$ 210 | \$ 5,250 |

Note: Two of the listed programs, Fair Housing and Tenant/Landlord Services, did not receive human services grants in FY 13-14, but they received City funding through administrative contracts. They are included here because they applied for human services funding this year, and similar performance data was available for their programs through their reporting and invoicing under those City contracts.

Accomplishments data was not available for new applicants which have not received prior City funding for human services: Maitri, InnVision/Shelter Network, and Habitat for Humanity



City of Sunnyvale

Agenda Item

15-0213

Agenda Date: 5/5/2015

REPORT TO COUNCIL

SUBJECT

Acknowledge the Department of Public Works' Amendments to the Operational Standards for Acceptance of Land for Park Purposes

BACKGROUND

On September 30, 2014, the City Council held a study session to discuss the Department of Public Works' current Parkland Dedication Standards (Attachment 1). As part of that discussion staff explained the purpose of the standards, provided a summary of the requirements, identified some of the key issues, and outlined possible next steps and options (Attachment 2). The current parkland dedication standards describe the requirements for a property to be "clean" and "clear". In general, it was concluded that the current standards are fine in respect to the "clear" requirements but the "clean" requirements are conservative and somewhat restrictive, and that they could be updated and refined to better meet park use requirements.

Staff is recommending Alternative 3 that the City Council acknowledge the amendments that will be implemented by the Department of Public Works relative to Standards for Acceptance of Land for Park Purposes, as presented in Attachment 3.

The Parks and Recreation Commission considered this item on April 22, 2015 and recommends that Council Approve Alternative 3 (Attachment 5).

EXISTING POLICY

General Plan, Chapter 3, Land use and Transportation - Open Space

Policy LT-8.14 - In applying the park dedication requirements for new development, place a priority on acquiring land over in-lieu payment, particularly when the development is in areas identified as underserved and/or when the land is of sufficient size or can be combined with other land dedication to form larger mini parks or neighborhood parks.

ENVIRONMENTAL REVIEW

The endorsement of the standards does not require environmental clearance because it is not a project within the meaning of CEQA. Any future park dedication will be required to complete environmental review prior to acceptance by the City.

DISCUSSION

The existing parkland acquisition standards provide that property must be "clean" and "clear" in order for the City to accept it for park use. They further provide that if there are any contaminants on a property, they must be below any applicable federal and State agency screening limits for non-restricted residential use. The proposed new standards, presented as Attachment 3, eliminate this hard and fast requirement, and are intended to allow the City greater flexibility in assessing the

appropriateness of individual properties for park use. The new standards provide process direction and establish the environmental requirements to determine if a property is acceptable, by further explaining the terms “uncontaminated” and “clear of encumbrances”.

Although staff made some formatting changes, added minor modifications, and provided additional clarifications to the “clear of encumbrances” requirement, no significant concerns were identified and the key concepts were maintained. As such, staff is focusing this report’s discussion on the “uncontaminated” requirements. The discussion focuses on the proposed changes related to environmental measurement requirements to better assess a property’s suitability for park use. The new standards are included as Attachment 3, and the following discussion provides a summary of the key modifications.

Definition of Significant Risk

As part of the proposed standards, an uncontaminated site is defined as a site where no user or occupant of the park will be exposed to any concentration of chemicals in soil, water, or air where such exposure would be expected to result in a lifetime incremental cancer risk greater than one-chance-in-one-million, or a threat of non-cancer health effects greater than a Hazard Index of 1 (“Significant Risk”). This is the standard used by various State and federal agencies to determine screening thresholds for contaminated substances. If there are hazardous materials or constituents of concern on the property, the amount or concentrations shall be below current environmental Screening Levels (SLs) published by the State of California or federal agencies. Although the previous standard *applied* the same definition, the new standards publish and include the specific definition to provide clearer direction to staff and developers.

Changes in Screening Levels Requirements

The current standards defined that no site would be accepted if it did not meet residential SLs. As part of this update, staff reviewed possible changes and is making the following modifications:

- For soil contamination, the SLs will be maintained at the residential level. This is appropriate for the following reasons:
 - 1) Soil remediation tends to be straightforward and cost effective. It normally just requires replacing the contaminated soil with clean soil, and it is the approach that was used on Seven Seas Park and other locations.
 - 2) At a park there is an expectation that the public will come in contact with soil as part of typical park activities. As such, it is important to maintain the most conservative SL, which is residential.
- For soil vapor contamination, the SL will be changed to the industrial/commercial requirement. This industrial/commercial SL is not as conservative as the residential SL, but still provides a conservative starting point for the City as they are based on indoor exposure over a typical workday.
- For groundwater contamination, the concentrations must meet the drinking water standard or the use of groundwater must be prohibited.

Human Health Risk Evaluation

If remediation to reduce contaminant concentrations to the SLs is not feasible as determined by the Director of Public Works, then a human health risk evaluation can be completed. The current standards do not allow for this step - If a site could not be remediated to residential SLs, the site was

not acceptable. The proposed standards are appropriate for a number of reasons:

- Published SLs are not intended to be the final determinant on whether a site is not acceptable, as they are calculated using conservative assumptions that are not site specific. Published SLs allow the reviewer to determine that, if a site is below the SLs, additional environmental analysis will likely not be required.
 - As an example, the San Francisco Bay Regional Water Quality Control Board Users Guide: Derivation and Application of Environmental Screening Levels states that “the ESLs are intended to be conservative for use at the vast majority of sites” and “that the presence of chemical at concentrations above the ESLs does not necessarily indicate that a significant risk exists at the site. It does generally indicate that additional evaluation of environmental concerns is warranted.”
- If the new standard SLs are not met, then a human health risk evaluation can be completed that will take into account the actual site conditions and the proposed park uses.
- Using specific site conditions provides more detailed findings for a site. As an example, as part of the vapor assumptions, SLs assume sandy soil but a site could have different soil type such as clay. The published SL does not reflect this soil type, but the human health risk evaluation would.

Properties with Restrictions/Superfund Sites

As the City looks for various ways to expand its park inventory, the issue of whether the City should consider acquiring or accepting contaminated property that is the subject of regulatory oversight, such as Superfund sites, has been raised. There are a number of challenges and risks associated with acquiring this type of property; nevertheless there may be instances where such property could provide a safe and important park amenity for the community. A detailed memorandum discussing these risks and challenges, and possible way to mitigate them, is included as Attachment 4.

Generally, in considering whether to accept dedication of a Superfund site or portion thereof, the City should evaluate the status of the cleanup at the site, the nature of the contamination, the condition of the title, and the financial viability of the party dedicating the site or any other parties responsible for cleanup of the site. The City should obtain and maintain bona fide prospective purchaser status, and allocate its liability to the party dedicating the site and/or another responsible party through an agreement that includes indemnity, defense and defined cleanup obligations. The City should also consider obtaining environmental insurance to cover certain liabilities, and whether it could obtain assurances from the United States EPA or other State agency responsible for oversight of the cleanup.

Because of the risks and challenges associated with acquisition of contaminated sites under regulatory oversight, the proposed standards provide that, as a general rule, the case file must be closed by the agency with "no restriction" on the site in order for the City to consider accepting the property. Case closure with mandatory covenants or deed restrictions, or with the need for ongoing monitoring, or remediation, would not be acceptable. Any exception to this standard must be directed and approved by City Council rather than staff.

Board and Commission Review

The Parks and Recreation Commission considered this item on April 22, 2015 (RTC 15-0308). Commissioners voted 3-1 to recommend Alternative 3: Recommend that Council acknowledge the Department of Public Works Operational Standards for Acceptance of Land for Park Purposes, as presented in Attachment 3.

The Parks and Recreation Commission supported that the modification to the Standards aligns with park uses and allows for more possible sites as future parks. The only concern was regarding the lack of City staff expertise related to the review of the required technical reports as part of the Standards. Staff discussed the use of expert consultants hired by the City to provide technical support.

FISCAL IMPACT

There is no fiscal impact associated with endorsement of the proposed standards.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

ALTERNATIVES

The City Council may:

1. Recommend that Council acknowledge the current Operational Standards for Acceptance of Land for Park Purposes, as presented in Attachment 1, and direct the City Manager to maintain the current administrative practice.
2. Direct the City Manager to develop a City Council Policy for the Department of Public Works' that establishes the Operational Standards for Acceptance of Land for Park Purposes and removes this administrative action from the City Manager.
3. Recommend that Council acknowledge the Department of Public Works Operational Standards for Acceptance of Land for Park Purposes, as presented in Attachment 3.

BOARD/COMMISSION AND STAFF RECOMMENDATION

Alternative 3: Acknowledge the Department of Public Works Operational Standards for Acceptance of Land for Park Purposes, as presented in Attachment 3 to the report.

The Parks and Recreation Commission voted 3-1 to recommend Alternative 3.

Prepared by: Manuel Pineda, Director of Public Works

Reviewed by: Lisa Rosenblum, Director of Library and Community Services

Reviewed by: Robert A. Walker, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Current Parkland Dedication Standards
2. September 30, 2014 Study Session Presentation
3. Department of Public Works Standards for Acceptance of Land for Park Purposes
4. Analysis of Issues Associated with Dedication of a Superfund Site for Park-Land
5. Excerpt of the April 22, 2015 draft meeting minutes of the Parks and Recreation Commission



Park-land Dedication Standards

The following outlines the City's requirements for park-land dedication sites, if required as part of any land development project.

To maintain the health, welfare and safety of the general public, City would not accept the park-land until the following conditions are met:

1. The site shall be clean and clear of encumbrances. That is, the developer shall provide the City a written document certifying the park-land is clean and clear of encumbrances based upon the following criteria.
 - a. Property must be "Clean"
 - Both Phases I and II environmental reports would need to show that there are no hazardous material or constituents of concern on the property (qualitative).
 - As an alternative to the bullet item above, any hazardous materials or constituents of concern on the property are below current Environmental Screening Limits (ESL), or below Community Health Levels of Concern (quantitative).
 - "On-site Encapsulation" as a remedy is not acceptable by the City.
 - Averaging or blending samples is also not acceptable if there are "hot spots" above the ESLs or other standards.
 - Any open file case with any regulatory agency must be closed with "no restriction" on the site. Closure with covenants, or need for ongoing monitoring, or with any indication of hazardous materials or constituents of concern above ESL's is not acceptable.
 - b. Property must be "Clear"
 - Property should be free and clear of encumbrances of all kinds, including both physical and fiscal. Physically the land should have no buildings, structure, or utilities, above, at, or below ground. The exception would be well-documented utilities in appropriate easements, or other utilities or structures that meet the City's goals. In this case those physical encumbrances must also be clear of hazardous materials or constituents of concern, including the bedding and backfill material.

2. To satisfy item 1.a., the developer is responsible for the following items:

- a. Submit Phases I and II environmental reports showing that there are no hazardous material or constituents of concern on the property. As an alternative, prepare and pay for a specific environmental testing analysis (the "Analysis"). The minimum requirements of the Analysis shall include, but not necessarily limited to the following items:
 - The Analysis must be for the park-land dedication site as a separate parcel, not part of a larger development. Testing should be done on an established grid system with statistically appropriate grid sizes for the proposed park site area.
 - Identification of any types of contaminants and constituents of concern within the proposed park site, including qualitative and quantitative measurements. Discrete samples must be used. Blending or averaging is not acceptable. Hot spots (above ESLs) must be removed.
 - Proposal of remediation and/or clean-up measures so that all contaminants or constituents of concern can be demonstrated to be below any applicable federal and state regulatory agency's respective Environmental Screening Limits (ESL) for non-restricted residential use. Those regulatory agencies may include and are not limited to: (the Regional Water Quality Control Board, the Bay Area Air Quality District, the State Department of Toxic Substance Control and the San Francisco Bay Refuge, etc.
 - Estimated costs for those remediation and/or clean-ups measures identified in bullet item above.
 - b. Submit the Analysis to the City for City's (or a third party selected by the City) peer review, paid for by developer.
 - c. Take and pay for all necessary removal/remedial actions as recommended by the Analysis and to the City's satisfaction.
 - d. Test the site, by the developer's environmental consultant, to confirm that the removal or remedial work actually resulted in the area having no contaminants above the ESLs, after any removal or remedial actions.
 - e. Provide a report, prepared by the developer's environmental consultant, stating that the site has been tested in a standard and relevant manner and that it is now suitable for unrestricted residential use (the "Report").
3. To satisfy item 1.b., the developer is responsible for the following items:
- a. Remove all existing buildings, structure, or utilities, above, at, or below ground prior to the date of investigation in the Report.
 - b. Prepare and record a grant deed (or other instrument) with notarization for transferring the property to the City. The instrument should clearly state how the City is acquiring interest either as a fee, right-of-way or parkland dedication. The instrument should also specify the due diligence that the City relied upon in accepting the property as clean and clear.
 - c. Pay for all outstanding taxes and clear all outstanding liens as documented in the title report.
 - d. Coordinate and pay for the title insurance and escrow fees.

4. Other conditions as listed below:

- a. There has been no activity on site since the time of the investigation in the Report that says that it is clean.
- b. Any changes to property, use of the property, storage of material or equipment on the property or other activities that could impact the property, occurring after the date of investigation in the Report, are grounds to require additional investigation.
- c. The site should be fenced to prevent access or illegal dumping commencing from the date of the Analysis, to the extent possible.
- d. The site should have signs prohibiting dumping or trespassing with a phone number for information that goes to the City commencing from the date of the Analysis.
- e. The developer is precluded from the determination of when and how the land will be developed as a park.
- f. Where the developer is required to or agrees to improve the park land, all park land work must be done to City standards, subject to City inspection, and must be maintained by and at the cost to the developer for six months following initial acceptance by the City.

Parkland Dedication Standards



***Council Study Session
September 30, 2014***

Background

- ***Parkland Dedication Standards established early 2012***
- ***Developed after the dedication and improvement of Swegles Park***
- ***Have clear direction and requirements***
- ***Some jurisdictions take dedication on a project by project basis***
 - ***San Jose, Santa Clara, Cupertino***

Purpose

- *To accept parkland as part of Development*
- *To maintain the health, welfare, and safety of the general public*
- *Manage risk*
- *Provide future flexibility*
- *Process – developer pays for all reports and testing*

Requirements

- *Environmental Phase I and II reports show that there are no materials of concern on the site*
- *Any materials of concerns are below current Environmental Screening Limits (ESL) or below Community Health Levels of Concern*
 - *ESLs provide screening levels for chemicals commonly found at sites with contaminated soil and groundwater.*
 - *ESL's are used for identification and evaluation of potential environmental concerns*
- *Property must be “Clean and Clear”*

Clean Requirements

- ***Identify all chemicals or materials of concern***
 - *Pesticides*
 - *Arsenic*
 - *Lead*
 - *Volatile Organic Compounds (VOC) in Soil*
 - *Soil vapor contamination*
- ***No blending or averaging - any “Hot Spots” must be removed***
- ***Site must be below ESL limits for non-restricted residential use***
- ***Complete any required mitigation and post testing***



Clear Requirements

- *Free of any physical encumbrances*
- *Remove all buildings, structures, or utilities above at or below ground*
- *Pay all taxes and clear all liens*
- *Prepare and record a grant deed*
- *Pay title insurance and escrow fees*

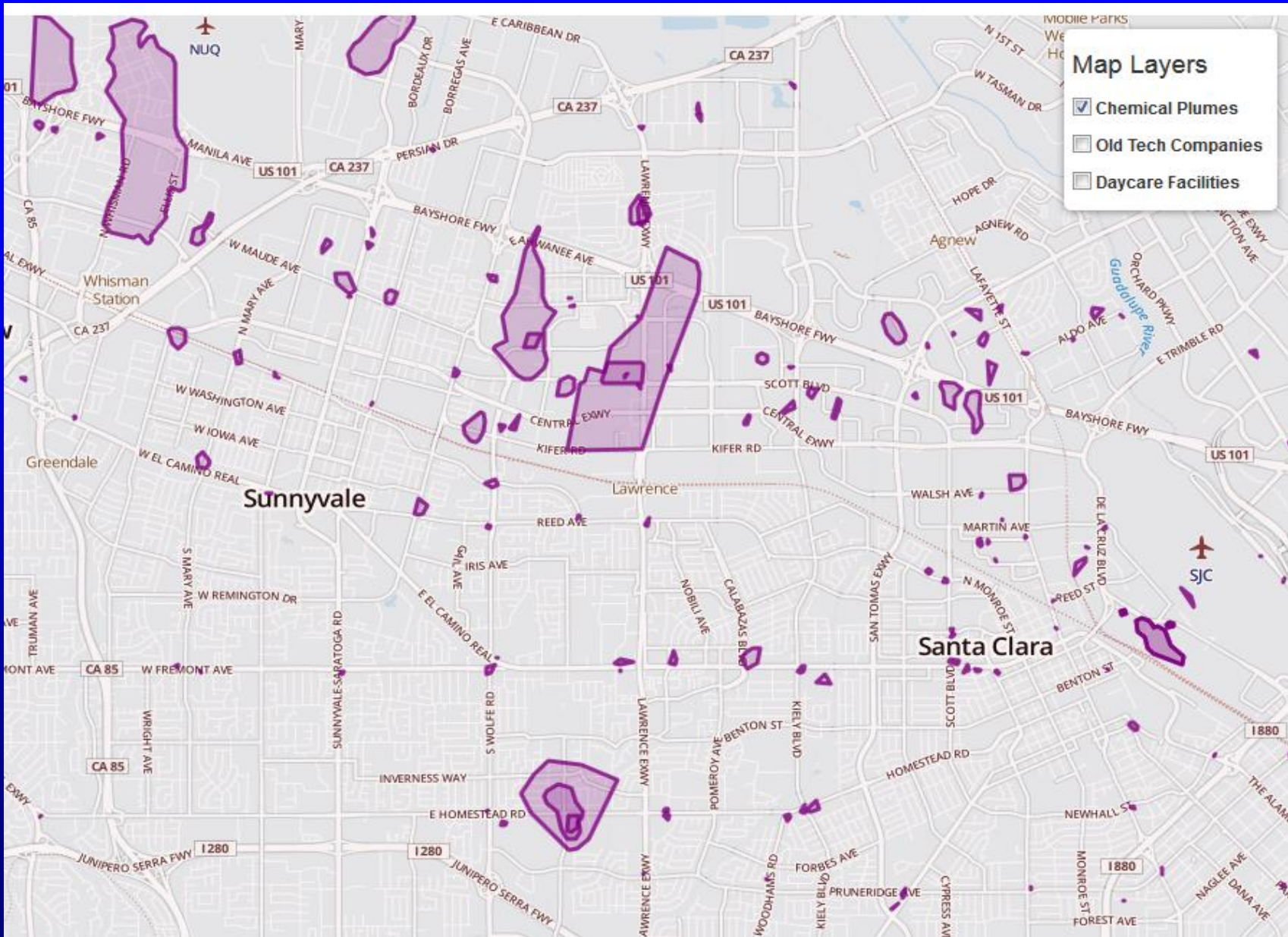


Key Items

- **MOST** soil contamination can be mitigated by removing and replacing
- **MOST** soil vapor contamination is caused by groundwater contamination
- Soil vapor mitigation is expensive and long-term
- Limited areas in Sunnyvale are of significant concern



Plumes



Current Parks

■ Seven Seas

- *Arsenic identified*
- *Remove and replaced soil between .5-2.5 feet*

■ Orchard Gardens Park Expansion

- *Below ESL levels*



Possible Next Steps/Options

- ***Science and analysis changes***
- ***Maintain current standard***
- ***Possible modifications***
 - ***Modify the residential ESL thresholds***
 - ***Differentiate between Soil and Soil Vapor***
 - ***Project by project basis***
- ***Modify from standards to guidelines***
- ***Staff to review alternatives – come back to Council***
- ***Any proposed modifications would still meet the Purpose***

Purpose

- *To accept parkland as part of Development*
- *To maintain the health, welfare, and safety of the general public*
- *Manage risk*
- *Provide future flexibility*
- *Process – developer pays for all reports and testing*

Parkland Dedication Standards



***Council Study Session
September 30, 2014***



Department of Public Works Standards for Acceptance of Land for Park Purposes

The following standards apply when the City of Sunnyvale is considering acquiring land for park purposes, whether through dedication by a developer or land purchase.

To maintain the health, welfare and safety of the general public, the City will not accept property for park purposes unless it is “Uncontaminated” and “Clear of Encumbrances.” In addition, when property is being conveyed to the City for park purposes, certain other requirements must be met as well.

“Uncontaminated” is defined as demonstrating to the satisfaction of the City, as determined by the Director of Public Works, that no user or occupant of the park will be exposed to any concentration of chemicals in soil, water, or air where such exposure would be expected to result in a lifetime incremental cancer risk greater than one-chance-in-one-million or a threat of non-cancer health effects greater than a Hazard Index of 1 (“Significant Risk”). This is the standard used by the various State and federal agencies to determine screening thresholds for contaminated substances.

“Clear of Encumbrances” means property that is free and clear of both legal and physical encumbrances.

Uncontaminated Property Requirements

1. For the City to accept property, the following is required:
 - A. Both Phase I and Phase II environmental reports conclude there are no hazardous materials or constituents of concern on the property; OR
 - B. If there are hazardous materials or constituents of concern on the property the amount or concentrations shall be below current environmental Screening Levels (SLs) published by the State of California or federal agencies. For soil contamination the concentrations must be below Residential SLs. For vapor contamination, the concentrations must be below Industrial/Commercial SLs. For groundwater contamination the concentrations must meet the drinking water standard or the use of groundwater must be prohibited. If multiple constituents of concern are present, even at concentrations below SLs, the cumulative risk must not be Significant.
 - C. If concentrations or amounts at the site exceed the relevant SLs, then they must be remediated to a non-significant level. If remediation is not feasible, as determined by the Director of Public Works, a site-specific human health risk evaluation for the proposed uses within the park shall be completed by the City’s consultant to assess whether exposure to the

property would result in a Significant Risk, and whether feasible mitigation measures would reduce the risk. If, as determined by the Director of Public Works based upon his or her review of the consultant studies, exposure to the property would not pose a Significant Risk to users, or any risk can be reduced to insignificant through specified mitigation measures, then the City may accept the property.

- D. For property that contains contaminants and that is the subject of an open file or case with any regulatory agency, the file must be closed by the agency with "no restriction" on the site in order for the City to consider accepting the property. As a rule case closure with mandatory covenants or deed restrictions, or with the need for ongoing monitoring, or remediation, is not acceptable to the City, even if the property could meet B or C above. Any exception to this standard must be directed and approved by City Council.

2. The person or entity proposing to dedicate the property is responsible for paying for and submitting the following items:

- A. Submit Phase I environmental report showing that there are no hazardous materials or constituents of concern on the property. Prepare a Phase II environmental report (Analysis) as directed by the Director of Public Works. The Analysis proposal will be reviewed and approved by the Director of Public Works prior to on-site testing occurring. The minimum requirements of the Analysis shall include, but are not necessarily limited to the following items:
- Analysis of the park-land dedication site as a separate parcel, not part of a larger development. Testing should be done on an established grid system with statistically appropriate grid sizes for the proposed park site area. Sampling should also focus on any recognized environmental conditions or environmental issues related to historical property uses.
 - Identification of any types of contaminants and constituents of concern within the proposed park site, including qualitative and quantitative measurements. Discrete samples must be used. Blending or averaging is not acceptable. Hot spots (above SLs) must be removed.
 - Proposed remediation and/or clean-up measures so that all contaminants or constituents of concern can be demonstrated to be below any applicable federal and State of California regulatory or advisory agency's respective environmental SLs.
 - Estimated costs for those remediation and/or clean-ups measures identified in bullet item above.
 - Submittal of the Analysis to the City for City's (or a third party selected by the City) peer review, paid for by developer.
 - Completion of all necessary removal/remedial actions as recommended by the Analysis and to the satisfaction of Director of Public Works.
 - Testing of the site, by the developer's environmental consultant, to

confirm that the removal or remedial work actually resulted in the area having no contaminants above the SLs or site-specific Significant Risk levels, after any removal or remedial actions.

- B. If the requirements for part A cannot be met and remediation is not feasible, Developer provides funding for the City's consultant to complete a human health risk evaluation. For the property to be acceptable the study would need to conclude that the concentrations of all constituents of concern will not individually or cumulatively result in a Significant Risk to park-land occupants, users, or workers.

Clear of Encumbrances Requirements

1. Property shall be free and clear of encumbrances of all kinds, including both physical facilities and legal or fiscal constraints, such as liens, deed restrictions, etc. Physically, the land should have no buildings, structure, or utilities, above, at, or below ground. The exception would be well-documented utilities in appropriate easements, or other utilities or structures that meet the City's goals. If any structures, utilities, or other facilities will stay in place than those physical encumbrances must also be clear of hazardous materials or constituents of concern, including the bedding and backfill material.
2. The person or entity proposing to dedicate the property is responsible for the following items:
 - a. Remove all existing buildings, structure, or utilities, above, at, or below ground except for those expressly authorized by the City to remain.
 - b. Provide a title report.
 - c. Prepare and record a grant deed (or other instrument) with notarization for transferring the property to the City.
 - d. Pay for all outstanding taxes and clear all outstanding liens as documented in the title report.
 - e. Coordinate and pay for the title insurance and escrow fees.

Other Requirements

1. Any changes to property, use of the property, storage of material or equipment on the property or other activities that could impact the property, occurring after completion of all environmental reports and analysis, are grounds to require additional investigation.
2. The site should be fenced to prevent access or illegal dumping.
3. The site should have signs prohibiting dumping or trespassing with a phone number for information that goes to the City.
4. Where the developer is required to or agrees to improve the park land, all park land work must be done to City standards, subject to City inspection, and must be maintained by and at the cost to the developer for six months following initial acceptance by the City. The developer is precluded from the determination of when and how the land will be developed as a park.

MEMORANDUM

To: JOAN BORGER, CITY ATTORNEY, CITY OF SUNNYVALE
From: LEILA BRUDERER
Date: MARCH 20, 2015
Re: **ANALYSIS OF THE ISSUES ASSOCIATED WITH THE DEDICATION
OF A SUPERFUND SITE AS PARK- LAND**
cc: MELISSA THORME

I. BRIEF SUMMARY

The City of Sunnyvale ("City") is considering whether to modify its Park-land Dedication Standards to be less restrictive, and whether the City should ever consider accepting dedication of a Superfund or other contaminated site or portion of such a site for park-land. Although there are circumstances and complications that must be addressed, a Superfund site or portion thereof could be suitable for use as park-land by the City. However, before accepting dedication of a Superfund site or portion thereof for park-land, and before designing the park to be located on the site, the City should evaluate the status of the cleanup at the site, the nature of the contamination, the condition of the title, and the financial viability of the party dedicating the site or any other parties responsible for cleanup of the site. In addition, to avoid or limit the liability the City will have as owner of a Superfund site, the City should obtain and maintain bona fide prospective purchaser status, and allocate its liability to the party dedicating the site and/or another responsible party through an agreement that includes indemnity, defense and defined cleanup obligations. The City may also want to consider whether to acquire or require others to acquire environmental insurance to cover certain liabilities, and to obtain certain assurances from the United States Environmental Protection Agency ("EPA") or another state agency responsible for oversight of the cleanup.

II. GENERAL BACKGROUND

The City has Park-land Dedication Standards, which specify the level of contamination that the City will accept for land being dedicated as a park. These standards state that either the land be free of any hazardous material or constituents of concern, as demonstrated by a Phase I and Phase II environmental report or any hazardous materials, or the constituents of concern found on the land must be below current Environmental Screening Limits or below Community Health Levels of Concern. We understand there are a number of contaminated properties located within the City, including some Superfund sites. In addition, we understand the difficulties that the City

has in finding park sites that meet the City's current Park-land Dedication Standards. The City is considering whether to modify its Park-land Dedication Standards to be less restrictive. To aid in that consideration, this memorandum explains what it means for a property to be considered a Superfund site, reviews the issues the City should consider before accepting dedication of a Superfund site, analyzes the risks and benefits associated with the dedication of a Superfund site, and outlines potential ways to mitigate those risks.

III. BACKGROUND ON SUPERFUND SITES

A Superfund site is defined as any land in the United States that has been contaminated by hazardous waste and identified by the EPA as a candidate for cleanup because the site poses a risk to human health or the environment or both. Superfund sites are listed on the National Priorities List ("NPL") because EPA considers them the nation's worst hazardous waste sites. EPA, or a State agency acting on behalf of EPA, is responsible for actively engaging in or overseeing the cleanup of Superfund sites. Superfund sites vary widely in size and location, and in the type and severity of contamination. For example, a Superfund site can have soil contamination, groundwater contamination or both. Further, a Superfund site may have widespread contamination with a less toxic contaminant or have a small area contaminated with an extremely toxic contaminant (e.g., a "hot spot").

IV. CONSIDERATIONS FOR DEDICATION OF A CONTAMINATED SITE

The City should consider a number of issues when evaluating each Superfund site for dedication as park-land, as many of these issues will bear on whether the particular site is appropriate for dedication as park-land and/or impact the design of the park to be placed on the dedicated Superfund site. These issues fall into three subject areas: 1) status of the cleanup, 2) nature of the contamination, and 3) title health and financial viability of the responsible party/current site owner.

As discussed in more detail below, the issues the City should evaluate regarding the status of the cleanup of the site include the type of cleanup, how long the cleanup has been ongoing, whether there are any current limits on the use of the site and whether there is the possibility of future limits. Issues the City should evaluate regarding the nature of the contamination include the amount of contamination, the type of contamination, the type of media that is contaminated, and the location of the contamination. Finally, the City should evaluate issues related to the title of the property and the financial viability of the prior owner/responsible party. We would recommend that the City engage a qualified environmental consultant to help evaluate the issues related to the status of the cleanup and nature of the contamination to determine whether a particular Superfund site is a good or bad choice for dedication as park-land.

A. Status of Cleanup

One of the first issues that the City should evaluate is the status of the cleanup of a particular Superfund site. Some Superfund sites have been undergoing cleanup for decades, while others are still in the investigation or remedy development phase. Generally, where a Superfund site has been undergoing cleanup for several years to decades, greater information is generally available from both the site owner and EPA regarding the effectiveness of the remedy selected, whether any areas of the site have achieved cleanup levels, and whether any institutional controls have been or will be imposed on the site. All of this information is important for the City to have to enable it to determine whether the Superfund site is a good site for dedication as park-land, and, if so, to determine an appropriate design for the park in light of any contamination, treatment facilities, or institutional controls.

1. Effectiveness of the Remedy Selected

It is advisable that the City determine the effectiveness of the particular remedy selected, if that information is available, because that information will give the City insight into how much longer the site will undergo cleanup, and how long any associated treatment equipment will remain at the site. For example, a site may be undergoing treatment for groundwater contamination through a pump and treat remedy. If the groundwater treatment has been under way for some time, the City should be able to evaluate whether remedy is effectively treating the groundwater and reducing contaminant concentrations. And, it is also likely that the responsible party or regulatory agency will have a projection regarding when cleanup levels will be achieved at the site, and how much longer the groundwater wells and associated treatment equipment will remain onsite. The City can use this information to either site the park in a portion of the site that does not have remediation facilities (i.e., groundwater wells), or incorporate the facilities into the park design in a way that does not interfere with the treatment equipment, and ensures neither will be disturbed by park activities. If the City designs a park around wells and treatment equipment, this information will also help the City to plan for a future date when the wells and treatment equipment could be removed, and to designate the responsibility for the removal and any potential disruption associated with that removal.

Moreover, where a site is fully investigated and the remedy has been selected that involves leaving some contamination in place without treatment, this information will also enable the City to determine whether such contamination makes the site unsuitable for a park or will impact the park design. For example, if a Superfund site has soil contamination that will be left in place, the City will need to consider whether the park can be designed in a way that prevents exposure to and avoids disrupting the areas of contamination. If the park design will involve paved areas, like tennis or basketball courts or a skateboard park, those facilities could be sited over the soil contamination so that it is fully covered and contained. Alternatively, the City could require the current site owner to place a layer of clean soil and sod or mulch over the soil contamination that prevents the public from being exposed to the contamination. As discussed in greater detail

below, such considerations could impact the City's potential liability, and what steps the City takes to mitigate that liability.

2. Areas Where Cleanup Goals Have Been Achieved

It is also important for the City to know whether any areas of the Superfund site have already achieved cleanup levels. A number of benefits are derived from having this information. First, an area that has achieved required cleanup levels may be eligible for deletion from the NPL by EPA if it receives a petition requesting the removal. Before deletion, EPA must make a determination that no further cleanup work is required, the state must concur, and the necessary institutional controls must be in place. If the site owner is successful in having the portion of the Superfund site removed from the NPL, the property dedicated to the City will no longer be considered a Superfund site. This makes it more likely that the City's use of the property as park-land will not be disturbed in the future by required additional cleanup. Another benefit of knowing whether a portion of the site has achieved cleanup levels is that the City could use that information to create a park design that takes advantage of the cleaner areas by using them as a soccer field or other open area, and site park equipment and associated paving on other areas of the site that have not achieved cleanup levels.

3. Institutional Controls

An additional consideration that the City should evaluate is what institutional controls are or will be imposed on a Superfund site so that the City can determine whether these controls will interfere with use of the site as park-land, and if any limits exist on the type of park equipment/facilities that can be developed on the site. Institutional controls are legal and administrative tools used to maintain protection of human health and the environment at contaminated sites. Institutional controls are often used when cleanup work is ongoing or when some amount of contamination remains on-site as part of a cleanup remedy. These controls can take the form of property use restrictions or informational devices, such as deed notices or public advisories that alert and educate people about a site. Institutional controls are designed to keep people from using a site in a way that is not safe and/or from doing things that could damage the cleanup equipment. For example, an institutional control on a Superfund site may restrict the site for industrial use, which would mean the site is not suitable for use by the City as park-land. On the other hand, an institutional control restricting the drilling of wells on a particular Superfund site would likely have no impact on whether that site could be dedicated to the City as park-land. And, as discussed in greater detail below, for the City to maintain certain liability protections at a Superfund site, its use of the site must not impede the integrity or effectiveness of institutional controls, and must comply with all land use restrictions.

B. Nature of Contamination

Another issue the City should understand and evaluate about a Superfund site before accepting the land for dedication as a park is the nature of the contamination at the site. This includes

information about the type of contamination, the type of media that is contaminated, and the location of the contamination. Having information about each of these issues will enable the City to determine whether the site is suitable for use as park-land, and, if so, design a park compatible with the contamination.

1. Type of Contamination

The City should fully evaluate the type of contamination at a particular Superfund site because different contaminants pose different exposure risks. For example, if the soil and groundwater at a site were contaminated with chlorinated volatile organic compounds (“VOCs”), primarily trichloroethylene (“TCE”) and its biodegradation products, the EPA would likely require soil excavation, groundwater extraction and treatment, groundwater monitoring, and placement of a restrictive covenant prohibiting the installation of onsite wells until the completion of the groundwater remediation. VOCs - as their name indicates - are volatile, meaning the substance can volatilize and become airborne, creating a potential vapor intrusion risk for any structures located on the site. When soil excavation at a site is complete, but VOCs are present and groundwater remediation is ongoing, institutional controls may be placed on the site restricting its use (no residential, schools, daycares), and preventing use of the groundwater or excavation of any soils. So, if the City was considering accepting park-land property contaminated with VOCs, part of that consideration would need to include whether the park design would include any buildings, such as restroom facilities or public meeting spaces. If the park design included buildings, the City would need to require the current site owner/responsible party to evaluate the potential risk of vapor intrusion into those structures. If some risk existed for vapor intrusion, the City likely would want to consider whether to require the current site owner to install vapor mitigation barriers (equipment that prevents vapor intrusion) or design its buildings to avoid vapor intrusion (well ventilated or on a raised platform). As another example, if the Superfund site at issue has soil contaminated with lead, it may not be a suitable location to be dedicated as park-land unless the lead contaminated soil is removed or completely covered. This would particularly be the case if the lead were at the surface as lead poisoning would pose a real risk to children that would use the park, and potentially ingest the contaminated soil. But, if the park design involved many paved areas, like basketball or tennis courts, it is possible that these areas of the park could be sited over the lead contaminated soil, avoiding any risk of direct public exposure to the lead. Alternatively, the City could require the current site owner/responsible party to remove or cover the lead-contaminated soil with a thick layer of clean fill to avoid exposure issues.

2. Type of Contaminated Media And Location

Another important consideration for the City is the type of contaminated media present and the location of that contamination at a particular Superfund site. As previously stated, Superfund sites can have soil contamination, groundwater contamination, or both, and these areas of soil and groundwater contamination can be at different depths. Each type of contamination and location poses different issues that the City must consider to determine whether the site is

suitable for dedication as park-land. For example, soil contamination at the surface (versus at a significant depth) will likely pose more problems for use of the site as park-land because, unless the surface soil contamination is removed or covered, a definite risk of exposure exists to individuals using the park. In addition, if the Superfund site has been undergoing cleanup for some time, and soil contamination remains, it is likely that the oversight agency and responsible party have agreed to leave the soil contamination in place with certain institutional controls or land use restrictions in effect. In this circumstance, and assuming the site is otherwise suitable for dedication as park-land, the City will likely need to design the park to avoid potentially exposing the public to the soil contamination by choosing a park design that covers all of the soil contamination. If, however, the soil contamination is at depth, and not near the surface, the area of contamination may have little to no impact on the park design.

Groundwater contamination likely poses fewer risks of exposure than soil contamination unless the groundwater is relatively shallow or will be needed for use at the park. If either is true, then the City would need to determine whether the current site owner/responsible party is treating or will treat the groundwater to levels that are safe for park use (e.g. irrigation). If the groundwater is contaminated by VOCs, the depth of the groundwater contamination is relevant because the depth can impact the likelihood of vapor intrusion risks from the groundwater contamination. Generally, groundwater at a greater depth will have fewer risks of vapor intrusion than shallower groundwater. In addition, with groundwater contamination, treatment or monitoring wells may be located onsite and the City will need to protect these wells from interference or destruction in its park design or will need to site the park in an area that does not have any wells. If the park is located in an area with groundwater wells, the City will need to grant the responsible party access to the wells to conduct sampling as necessary, which also could impact the design of the park.

C. Title Health and Financial Viability of Responsible Party

1. Title Health

Another issue the City should review prior to accepting a Superfund site for dedication as park-land is the condition of the title for the site. EPA and state agencies can place environmental liens on contaminated properties to recover cleanup costs that the government has incurred at the site. EPA uses two types of environmental liens where the federal government has funded an environmental investigation and cleanup. The first is a Superfund lien, which entitles EPA to recover cleanup costs that the government has incurred. The second is a windfall lien, which is designed to prevent an entity from realizing an unfair windfall from the purchase of a property that has been cleaned up using taxpayer dollars. The City should be wary of both types of liens as these liens could expose the City to financial liability to the lienholder (EPA or a state agency). If a lien exists on any Superfund site proposed for dedication to the City as park-land, the City should approach EPA or a state agency to determine whether it will agree to release or waive the liens. If EPA or the state agency will not agree to release or waive the liens, the City

should approach the current site owner and/or other responsible party regarding satisfying the liens before accepting dedication of the site as park-land.

2. Financial Viability of Responsible Party

A key issue the City should investigate before accepting a Superfund site for dedication as park-land is the financial viability of the entity responsible for cleanup of the site, particularly when the site will have long-term cleanup obligations or the cleanup has not yet begun. The financial viability of the entity responsible for cleanup of the site is important because, as discussed in more detail below, if that party becomes insolvent, the City and other responsible parties could be on the hook for the costs to clean up the site. In addition, if the current owner that is dedicating the site to the City is not the party responsible for cleanup of the site, the City should investigate both the financial viability of the responsible party and the current owner. As discussed below, if the City uses certain contractual mechanisms to shift risk to the current owner, it will be important that the current owner is financially viable so that it can continue to shoulder the risks, and not expose the City to liability.

V. RISKS AND BENEFITS OF DEDICATION OF A CONTAMINATED SITE

A. Risks

1. CERCLA Liability

A significant risk to the City of the dedication of a Superfund site to the City for use as park-land is the risk of liability under the Comprehensive Environmental Response Compensation and Liability Act ("CERCLA"). CERCLA, a law commonly known as Superfund, authorizes EPA, and by extension state agencies, to respond to releases, or threatened releases, of hazardous substances that may endanger public health, welfare, or the environment. CERCLA enables EPA or a state agency to force parties responsible for environmental contamination to clean up the site or to reimburse the Superfund for response and remediation costs incurred. CERCLA also enables one responsible party to sue another to recover costs incurred in cleaning up a site.

The four elements of CERCLA liability are: (1) the site in question is a facility, (2) a release or threatened release of a hazardous substance at the facility, (3) the release or threatened release has caused a party to incur necessary costs of response, and (4) a party falls within one of the four categories of liability under CERCLA. (42 U.S.C. §9607(a).) CERCLA liability is strict, which means that if the four elements are satisfied, a party has liability for the costs of cleaning up a site regardless of their involvement in the subject contamination or lack thereof. In addition, CERCLA liability is joint and several, meaning that a liable party may be held responsible by EPA or a state agency for the entire cleanup even if their contribution to the contamination was small or nonexistent. However, CERCLA does allow multiple responsible parties to go to court to seek an equitable allocation of the costs of a cleanup.

A Superfund site will satisfy the first three elements of CERCLA liability. So, whether the City will have CERCLA liability if it accepts dedication of a Superfund site as park-land depends upon whether the City falls within one or more of the four categories of responsible parties. The four categories of responsible parties under CERCLA are the owner and/or operator of a facility at the time of disposal of hazardous substances, the current owner and/or operator of the facility, a person who generated or arranged for the disposal or treatment of hazardous substances at the facility, and a transporter of hazardous substances to the facility if the transporter selected the disposal or treatment site. Through acquisition and development of a Superfund site as park-land, the City could fall within one or more of the categories of responsible parties under CERCLA. First, once the Superfund site is dedicated to the City, the City would become the current owner of the site, making it liable as a current owner under CERCLA. And, if the City is responsible for operating and maintaining the park, the City could also be liable as the current operator of the site. As stated above, CERCLA liability is strict, so the City will have CERCLA liability for the site even though it never contributed to the contamination at the site.¹ Moreover, the City could also have liability as a transporter under CERCLA if development of the park involves the movement of contaminated soils from one area of the site to another. As a liable party under CERCLA, the City could be responsible to pay for the costs of cleanup of the Superfund site whether incurred by EPA or another entity. However, there are ways the City can avoid or limit liability under CERCLA, which are discussed in detail in Section VI below.

2. Liability Under California Law

California's counterpart to CERCLA is the Carpenter-Presley-Tanner Hazardous Substances Account Act ("HSAA"). (Cal. Health & Safety Code §§25300-25395.45.) The HSAA follows in the footsteps of CERCLA, adopting CERCLA's definition of responsible party, so the same four categories of parties liable under CERCLA are also liable under the HSAA. As a result, the City, as owner of the portion of a Superfund site that is dedicated as park-land would also have liability under the HSAA.

Moreover, at Superfund sites, California state agencies may share duties with EPA in administering a cleanup. This means that liability may exist under other California environmental statutes. For example, when groundwater contamination is involved, a California EPA Regional Water Quality Control Board may be the lead agency for environmental investigation and remediation for much of the cleanup. The California State Water Resources Control Board and its associated Regional Boards have statutory authority under the Porter-Cologne Water Quality Control Act to order cleanup of a site, and recover cleanup costs from parties responsible for contamination. (Cal. Water Code §§13000 et seq.) Note that it is less

¹ Note that if there are other viable solvent responsible parties who did contribute to the contamination at the site, those parties will typically be allocated a larger share of the costs of cleanup than a party like the City, who did not cause or contribute to the contamination. This would be the case as long as the City's ownership and operation of the park-land does not exacerbate the contamination or interfere with its cleanup.

likely at a Superfund site that a state agency would pursue the City as current owner for cleanup costs, but this largely depends upon whether the other responsible parties are solvent, and able to pay for the cleanup.

3. Other Potential Liability

Superfund sites (and other contaminated sites) are often subject to potential suits by third parties alleging personal injury (toxic tort) and property damage. The City could certainly be exposed to such suits as owner of a Superfund site. This is particularly the case where the City will use the site as a park by the City because there may be potential for the public to be exposed to contamination at the site. These claims would require that the plaintiff prove that the owner of the contaminated property acted, or failed to act, in a negligent manner with respect to hazardous substances on the property, and that act or omission caused the plaintiff's harm or property damage. Because the City will have ownership of the property, the City could be responsible if it negligently exposes the public to the contamination, or if it fails to take reasonable precautions to prevent the migration of the contamination onto other property.

To evaluate the risk of third party suits, the City should review the protectiveness statement issued by the EPA, if available, to determine what uses of the property are consistent with public health, and the potential for the contamination to migrate. In addition, the City should engage a qualified environmental consultant to identify any potential areas of risk based upon the nature of the contamination and status of the cleanup. There are contractual options available to limit the City's liability for third party claims, which are discussed in detail below. In addition to these contractual options, the City can take other affirmative steps to further mitigate the risk of exposure or migration. For example, the City may want to post signs that warn the public of the risk of exposure, as is done with warning signs under Proposition 65.

B. Benefits

One main benefit to accepting dedication of a Superfund site as park-land is that the City will be increasing the land available for park-land, and, therefore the number of parks. In addition, by converting a Superfund site to a park, the City will be returning the land to productive reuse for its citizens – turning Brownfields into green fields.

VI. POTENTIAL WAYS TO MITIGATE THE RISKS OF DEDICATION OF A SUPERFUND SITE

A. Ways to Mitigate CERCLA Liability

1. Bona Fide Prospective Purchaser

CERCLA provides a defense to liability for a bona fide prospective purchaser (BFPP). Under the BFPP defense, an owner cannot be held liable for pre-existing releases of hazardous substances

on a property, provided certain conditions are met. A key advantage of the BFPP protection is that it is self-implementing, and does not require EPA to make determinations about the party's qualifications for BFPP status.

To achieve BFPP status, a new purchaser must have "no affiliation" with a liable party, and the new purchase must not only achieve BFPP status, but must also maintain that status for as long as potential liability exists. Potential liability may exist for as long as contamination remains on the property and/or the statute of limitations on cost recovery actions remains in effect. As a result, to take advantage of the BFPP protections, the City must not only undertake certain actions before acquiring the property, but must recognize that the City will also have continuing obligations.

The criteria for obtaining BFPP status, which must be satisfied prior to acquiring the Superfund site or property within the site, includes showing that all disposal of hazardous substances occurred before acquisition, and making "all appropriate inquiries" about the property prior to acquisition. Making "all appropriate inquiries" about the property before acquisition can involve the following:

- an in-depth site inquiry by an environmental professional,
- interviews with past/present owners,
- review of historical sources of information about a site,
- a search for recorded cleanup liens,
- review of federal, state and local records,
- visual inspection of the site, considering any specialized knowledge the City may have about the site,
- a review of the relationship of the purchase price to the value of the property,
- a review of commonly known/reasonably ascertainable information, and
- a review of the obviousness of the presence of contamination.

If the City can demonstrate that all disposal occurred before the City acquired the site, and conducts all appropriate inquiries, the City can establish BFPP status.

To maintain its status as a BFPP, the City must satisfy certain ongoing obligations after site acquisition, including:

- complying with land use restrictions,
- not impeding the effectiveness or integrity of institutional controls,
- exercising appropriate care with respect to hazardous substances found at the site by taking reasonable steps to prevent releases,
- providing cooperation, assistance and access to EPA,
- complying with information requests and administrative subpoenas, and

- providing legally required notices with respect to discovery or release of any hazardous substances.

Exercising appropriate care with respect to the hazardous substances found at a site could mean the City must stop continuing releases, prevent threatened future releases, and prevent exposure to earlier releases. This obligation will require the City to carefully plan its park design to ensure the design will not result in a release or threatened release, to be vigilant regarding any changes in conditions at the site, and to notify the responsible party as soon as possible if any indication of a release arises. The City could lose its status as a BFPP, and become liable for cleanup costs by interfering with the existing cleanup, exacerbating existing contamination, or causing a new release of contamination.

B. Ways to Mitigate All Potential Liability

1. Responsible Party Agreement to Indemnify And Defend

An indemnification clause can be a mechanism to transfer environmental liabilities from the City to the prior owner and/or responsible party. In accepting dedication of a Superfund site as park-land, the City should obtain an agreement from the entity dedicating the site that it will indemnify and defend the City against any claims for costs associated with any environmental liabilities arising from contamination on the site and any cleanup of the site. Such an indemnification agreement would mitigate any CERCLA or state law environmental liability the City may acquire by becoming a current owner/operator of the site. Through the indemnity, that liability would be shifted to the previous site owner. In the event the City was sued under CERCLA or state law for costs associated with cleanup of the site, the City could cross-claim against the indemnitor (either the entity that dedicated the property as park-land or another responsible party) for the full costs sought by the plaintiff, and for the City's defense costs in the action. The indemnity should also extend to potential claims against the City relating to or arising from the contamination on the Superfund site, like third party tort claims, to protect the City from these types of third party suits. It is unlikely, however, that a current owner/responsible party will agree to indemnify the City for the City's own negligence, so the City could still face third party tort suits if the City designs a park in a way that results in harm to the public from exposure to the contamination.

2. Agreement Defining The Responsible Party's Obligations

Another option that the City could use to mitigate the risk of accepting dedication of a Superfund site as park-land is to enter into an agreement with the current site owner or responsible party that clearly defines that entity's obligations to perform and pay for the environmental cleanup at the site, and defines the standards for completing the cleanup. The obligations and standards can be taken from documents the EPA or state agency have developed to define the responsible

party's obligations and site cleanup goals, or can be more stringent than what EPA or a state agency are requiring. This type of agreement clarifies which entity has responsibility for the cleanup, and defines when the cleanup is complete, which could prevent future disputes between the City and the prior owner/responsible party over these issues.

This agreement will also need to address access issues for the responsible party, and ensure that appropriate access is provided to allow for the cleanup and any associated monitoring. The City may also want to consider whether to make the current owner/responsible party pay for the preparation of the site for use as a park and/or for the actual park development and installation of any park equipment. By requiring the current owner/responsible party to pay for preparing and developing the park and installing any equipment, the City can shift any liability arising out of those activities to the current owner/responsible party, ensure those activities do not disturb the current cleanup, and avoid responsibility for the costs of disposal of any contaminated soil that may need to be excavated.

3. Environmental Insurance

Coverage under an environmental insurance policy is another way the City could mitigate the risks associated with owning a Superfund site, such as liability for cleanup costs or third-party claims. The City could purchase its own environmental insurance coverage, or require that other parties, such as a developer, responsible party, or consultant name the City as an additional insured. However, environmental insurance is typically written on a "claims made" basis meaning that the insurance only covers events while the policy is in force. Because environmental policy terms can vary over time and by carrier, and the costs of certain policies can vary widely, we could recommend that the City consult an insurance provider if it is considering acquiring insurance. We would also recommend that if the City is considering whether to require the current owner/responsible party to add it to a policy as an additional insured, that the City engage an attorney to review the policy to understand what protections the City may gain by being an additional insured, and what limitations may exist on the policy. The following are some types of environmental policies that the City may consider purchasing:

- Pollution Legal Liability (PLL) or Site Pollution Liability. These policies typically cover third-party claims for cleanup, bodily injury and property damages as well as defense costs. This type of policy may be useful to the City to mitigate the risk of third-party tort and property claims in the event the City causes or contributes to a release at the site. PLL policies typically cover property owners and others named to the policy, such as developers. However, these policies do not typically cover pre-existing conditions known to require remediation, so they likely would not cover the City for liability associated with the existing contamination at a Superfund site.
- Combined PLL and Cleanup Cost Cap Policy (CCC) policies. This type of policy is a combination of a PLL policy and a CCC policy (see further discussion below) and is

designed to cover properties with known environmental problems in which there is planned remediation and redevelopment.

- Property Transfer/ Property Owner's Policy. This is a form of PLL coverage marketed towards the parties involved in a property transaction. Property transfer liability insurance covers the seller and buyer of a property for third-party bodily injury (BI) and property damage (PD) claims and cleanup costs arising out of the property, but only for contamination that had not yet been detected as of the policy's inception date. This type of policy would therefore only provide the City with coverage for contamination at the site discovered after acquisition.

The City may consider requiring that the current owner or responsible party dedicating the land to maintain a CCC policy to cover an unanticipated increase in costs of a known cleanup. The policyholder pays an agreed-upon amount for cleanup costs of identified contamination and the insurance company pays any additional costs up to an agreed upon amount. There is a very limited insurance market for this type of coverage and, typically, policies limit coverage to three identified triggers only: 1) discovery of unidentified pollution, 2) additional amounts of pollution, or 3) a change in regulatory requirements. Examples of typical policyholders include property owners, developers, municipalities, and contractors. These policies can often be very expensive, and a careful review of the terms is important to ensure that the insurance will cover the cleanup costs expected.

Last, the City should require that any environmental consultant or contractor responsible for developing the site as a park maintain Errors and Omissions (“E&O”) insurance. This professional liability insurance on the consultants’ work will provide coverage for errors made by a consultant in developing the site as a park.

Insurance products may serve as a tool to manage environmental liability risks, but many factors affect their utility including the types of coverage available, the dollar limits on claims, the policy time limits, site assessment requirements, and the cost of available products.

C. Other Tools to Limit Risk

1. Superfund Comfort / Status Letter

The City may consider whether to obtain a Superfund Comfort/Status letter from EPA. Comfort/Status letters would provide the City with the information the EPA has about a particular property and the EPA’s intentions with respect to the property as of the date of the letter. The EPA is careful to clarify that Comfort/Status letters are not a release of liability, but may provide helpful guidance in evaluating a particular Superfund site’s cleanup status and the potential for future liability.

For example, the City could seek a Comfort/Status letter from EPA where EPA addresses what “reasonable steps” the City could take to meet its BFPP continuing obligations with respect to hazardous substances found at the property. When issuing this type of letter, the EPA would make an assessment of the actions proposed by the City, and, based on site-specific factors and environmental concerns, determine any potential incompatibilities between the proposed site activities and EPA’s response actions. The EPA will also suggest appropriate steps for the City to take with respect to the planned or completed response action. Because the letter only provides information with respect to reasonable steps based on the available information and the nature and extent of contamination known to the EPA at the time the letter is issued, the City should not interpret the letter to imply that no additional “reasonable steps” are necessary to maintain BFPP status.

2. Ready for Reuse Determinations

When all or a portion of a Superfund site is deemed to be protective for specified uses, the EPA has the discretion to issue a Ready for Reuse (“RfR”) Determination. RfR Determinations are intended to facilitate reuse by providing a plain statement that a site identified as ready for reuse will remain protective as long as all required response conditions and use limitations continue to be met. The City could request that the current owner/responsible party request a RfR determination from EPA for the site or portion of the site that will be dedicated as park-land. This would provide confirmation from EPA of whether a particular site is suitable for use as park-land and/or compatible with the planned design of the park.

**CHECKLIST OF CONSIDERATIONS FOR
DEDICATION OF A CONTAMINATED SITE**

1. **Status of the Cleanup**
 - a. Effectiveness of the remedy selected
 - b. Any areas of the site that have achieved cleanup levels
 - c. Institutional controls

2. **Nature of the Contamination**
 - a. Type of contamination
 - b. Type of media that is contaminated
 - c. The location of the contamination

3. **Title Health & Financial Viability**
 - a. Any EPA liens on the property
 - b. Financial viability of the current owner/responsible party to pay for cleanup

these items to the agenda of a future meeting. Commissioner Kenton accepted the friendly amendment. Motion carried by the following vote:

Yes: 4 - Chair Alexander III
Vice Chair Pasqua
Commissioner Kenton
Commissioner Pochowski

No: 0

Absent: 1 - Commissioner Schneck

PUBLIC COMMENTS

None.

PUBLIC HEARINGS/GENERAL BUSINESS

[15-0308](#) Acknowledge the Department of Public Works' Amendments to the Operational Standards for Acceptance of Land for Park Purposes

Director of Public Works Manuel Pineda presented the staff report. He answered commissioner's questions; which sites brought up this review; how many land candidates would become available for consideration; and what "checks and balances" are in place to ensure the accuracy of the test results from the sites. He also answered questions about the costs related to site clean up and who is responsible to pay for it. Superintendent of Parks and Golf Scott Morton provided the definition of Superfund at Commissioner Kenton's request. Chair Alexander asked what the word "acknowledge" in Alternative 3 means, Director Pineda explained that Alternative 3 is asking for Council to acknowledge these changes to operating standards set by staff, as this is not a change to a Council Policy.

Chair Alexander opened the public hearing. There were no public comments and he closed the public hearing.

Commissioner Pochowski moved and Commissioner Kenton seconded the motion to approve Alternative 3: Recommend that Council acknowledge the Department of Public Works Operational Standards for Acceptance of Land for Park Purposes, as presented in Attachment 3. The motion carried with the following vote:

Yes: 3 - Vice Chair Pasqua
Commissioner Kenton
Commissioner Pochowski

No: 1 - Chair Alexander III

Absent: 1 - Commissioner Schneck

Commissioners explained the rationale for their vote. Commissioner Pochowski voted yes, he stated it seemed reasonable, it gives Council more discretion to evaluate and make a determination how to proceed. Commissioner Pasqua voted yes, he stated he felt the report was well done. He said he had concerns about the Director's technical knowledge to make the final decision, but trusted that consulting experts would be used and "checks and balances" are in place. Commissioner Kenton stated he voted yes to do all we can do to acquire more green space and to be flexible to get more land.

Commissioner Alexander opposed Alternative 3, he stated there is some ambiguity in the report. He said that he could not vote for it with a good conscience because of the possibility of error, but he is not 100% opposed to the idea.

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Commissioner Kenton inquired how land donations come to the City's attention. Director Pineda explained they are primarily in conjunction with development projects.

-Staff Comments

Superintendent Morton announced two activities this Saturday, the Fit and Fun Earth Day Fair and the first workshop of the Civic Center Project, Civic Center Tours. He directed Commissioners to the City website for more information.

ADJOURNMENT

Chair Alexander adjourned the meeting at 8:03 p.m.



City of Sunnyvale

Agenda Item

15-0245

Agenda Date: 5/5/2015

REPORT TO COUNCIL

SUBJECT

Adopt the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Primary Treatment Facility Project at the Water Pollution Control Plant; Provide an Update on Equipment Purchasing; and Approval to Proceed with the Project

BACKGROUND

In May of 2013, Carollo Engineers was selected to perform services related to master planning of the Water Pollution Control Plant (WPCP) and the design of the Primary Treatment Facility project (RTC 13-108). The design of the primary treatment facility, which takes the raw sewage from the conveyance pipelines and removes solids and sediments before sending it to the secondary treatment process, will be the first major project under the plant reconstruction program.

The Primary Treatment Facility project replaces existing, aging facilities at the WPCP, including replacements of the headworks facility, primary treatment facilities, switchgear building, standby generator, and heat recovery system at the power generation facility. Access roadway and fencing is also being altered or replaced, and sludge dewatering is being relocated within the WPCP site. These replacements are needed at the WPCP in order to update seismically-deficient facilities, and comply with permit requirements. A stormwater channel along the southeastern perimeter of the WPCP is being filled and replaced with a box culvert or pipe to accommodate proposed facilities and access roads. The proposed facilities will operate in a similar fashion as the existing facilities and will be designed and constructed in three separate bid packages:

- Bid Package 1 - The site preparation package will clear the site, install a new drainage system, resolve any utility conflicts, and grade the site.
- Bid Package 2 - The construction package which will include building concrete tanks, installing pumps, electrical systems, automation systems and controls.
- Bid Package 3 - The final package is for the demolition of the old primary treatment facility, which will clear the way for the future reconstruction projects.

Design work is progressing and the process of obtaining permits for the drainage improvements in the wetlands is underway. The permits are expected to be issued in the fall of 2015 and construction is expected to commence at the end of 2015. The construction cost for all three bid packages is estimated to be approximately \$98 million.

EXISTING POLICY

General Plan, Chapter 7, Policy Goal EM-7- Effective Wastewater Treatment: Continue to operate and maintain the Water Pollution Control Plant, using cost effective methods, so that all sewage and industrial wastes generated within the City receive sufficient treatment to meet the effluent discharge and receiving water standards of regulatory agencies.

ENVIRONMENTAL REVIEW

In November 2014, the environmental sub-consultant for the project, ESA, prepared an Initial Study (IS) for the Primary Treatment Facility project. The IS determined that the proposed project could have significant effects on the environment; however, because revisions to the project have been made and feasible mitigation measures identified, all impacts can be avoided or mitigated to a level of non-significance.

A Draft Mitigated Negative Declaration (available on the City website at: <http://sunnyvale.ca.gov/Departments/PublicWorks/PublicWorksDivisions/Engineering.aspx>) for the Primary Treatment Facility was prepared and circulated for public review from November 15, 2014 to December 16, 2014. The Final Mitigated Negative Declaration, including the Mitigation Monitoring and Reporting Program and the responses to comment letters (Attachment 1), is presented today for Council adoption.

DISCUSSION**Mitigated Negative Declaration**

The possible environmental impacts were analyzed as part of the IS. It was identified that the project could displace birds and bird habitat as well as wetlands, and generate truck traffic and emissions. The project requires mitigation to ensure that construction activities do not significantly impact the environment. The mitigation measures outlined are related to the burrowing owl and other birds; wetland habitat and tree replacement; the potential inadvertent exposure of cultural resources; and construction noise, traffic, and emissions. All of the potentially significant impacts were reduced to a less-than-significant level with mitigation measures proposed as part of the project.

In addition to the mitigation measures identified, permits or approvals from other agencies are anticipated to be necessary. Permits include: U.S. Army Corps of Engineers (Corps) Section 404 Individual Permit, Regional Water Quality Control Board (RWQCB) Section 401 Certification, San Francisco Bay Conservation and Development Commission (BCDC) permit for the Package 2 primary effluent pipeline, and California Department of Fish and Wildlife (CDFW) Section 1602 Lake and Streambed Alteration Agreement. The permit applications with these agencies have been initiated; however, state and regional agencies cannot issue permits and approvals until the CEQA document has been adopted by the lead agency.

The first package of the project is expected to be ready for construction bidding in fall 2015. During construction, a qualified biological monitoring consultant will be involved in the project to ensure that all required biological mitigations are adhered to. The contractor is also required to comply with Bay Area Air Quality Management District (BAAQMD) standard air quality protective measures.

Standardized Equipment Purchasing

Throughout the development of the master plan and the design of the Primary Treatment Facility, tests were done to determine various sewage characteristics that the WPCP receives. Based on the results of these tests, equipment and technologies were explored to determine which ones would provide the best treatment for the WPCP. Other items that were reviewed as part of the analysis included operational functionality, maintenance, cost, and the ability to minimize odors. In some cases multiple types of equipment could provide similar qualities of treatment; however, in a few cases a specific brand of equipment was recommended because it was best suited for the WPCP.

This was particularly the case when determining the best type of equipment to remove grit, wash fine grit, and wash/compact screenings so the material can be hauled off the site. Due to the results of the analyses that were performed, the recommendation was that the WPCP should install the three specific types of equipment listed below, which is only available from each manufacturer or its exclusively authorized representative. The cost associated with this equipment will either be negotiated and the equipment pre-purchased by the City, or the cost will be negotiated and provided to bidders so it can be included with their bids.

- Eutek Headcell Grit Vortex System (grit removal)
- COANDA Fine Grit Washer
- Huber SuperLaunderer Screening Washer Compactor

Automation and controls equipment was another item that was rigorously reviewed and analyzed as part of the master plan and Primary Treatment Facility design. It is important to identify a particular system during the first project of the program because this system will set the standard for all future projects at the WPCP. Automation and controls systems are going to be the backbone of the plant, so it is imperative to not only obtain a system that is reliable but one that is easy to understand, program, operate and maintain for WPCP staff. In the event systems fall off line, WPCP staff will be required to troubleshoot the issue and bring the system back up so regulatory compliance can be maintained. The WPCP was also looking for a system that was cost effective, not only the upfront capital cost, but the cost associated with future equipment installation, integration, programming, technical support, operations and maintenance.

The consultants and WPCP staff spent a lot of time analyzing different automation and controls systems as well as visiting with various local plants to learn more about the different types of options available. The end result was the recommendation that the WPCP should standardize on Rockwell (Allen Bradley) programmable logic controllers (PLCs), motor control centers (MCCs), and human machine interface (HMI) software. Although this equipment is produced by one company, there are numerous suppliers for this brand so the City will be able to utilize competitive bid or proposal processes to obtain and install the equipment.

A summary table of the equipment and estimated costs noted above is included as Attachment 2.

FISCAL IMPACT

There is no fiscal impact with the adoption of the Mitigated Negative Declaration. A construction contract will be brought to Council for consideration at a later date.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

A notice was advertised in the local newspaper that the Initial Study/Mitigated Negative Declaration was available for public review and posted at the County Recorder's office, mailed to the County of Santa Clara, and sent to the California State Clearinghouse.

ALTERNATIVES

1. Adopt the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Primary Treatment Facility Project, and approve proceeding with the Project.
2. Do not adopt the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Primary Treatment Facility Project. Without adopting the Mitigated Negative Declaration the Project cannot proceed.

RECOMMENDATION

Alternative 1: Adopt the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Primary Treatment Facility Project, and approve proceeding with the Project.

Prepared by: Craig M. Mobeck, Assistant City Engineer

Reviewed by: John Stufflebean, Director of Environmental Services

Reviewed by: Manuel Pineda, Director of Public Works

Reviewed by: Grace K. Leung, Director of Finance

Approved by: Deana J. Santana, City Manager

ATTACHMENTS

1. Responses to Comments, Mitigation Monitoring and Reporting Program
2. Equipment Analysis Summary

**RESPONSE MEMO AND
MITIGATION MONITORING AND REPORTING PROGRAM**

**Sunnyvale WPCP
Primary Treatment Facility Project**

CITY OF SUNNYVALE

March 2015

memorandum

date March 3, 2015

to Craig Mobeck/City of Sunnyvale

from Jill Hamilton/ESA

subject Sunnyvale WPCP Primary Treatment Facility Initial Study/Mitigated Negative Declaration (IS/MND):
Response to Comments and MMRP

attached Attachment A: Mitigation Monitoring and Reporting Program

Public Review of the IS/MND

On November 17, 2014, the City of Sunnyvale (City) Public Works Department issued an IS/MND for the Sunnyvale Water Pollution Control Plant (WPCP) Primary Treatment Facility Project (project). The project would replace some existing preliminary and primary treatment facilities at the WPCP with new facilities. On November 17, 2014, the IS/MND and Notice of Completion were sent to the California State Clearinghouse to initiate the required 30-day period for public and agency review. A Notice of Intent to Adopt a Mitigated Negative Declaration (NOI) was also distributed to interested organizations, non-City owners of continuous property, and local, state, and federal agencies at the beginning of the 30-day period. The NOI was posted in the Santa Clara County Clerk's office for 30 days.

Section 21081 of the California Environmental Quality Act (CEQA) requires a Lead Agency to adopt a Mitigation Monitoring and Reporting Program (MMRP) whenever it approves a project for which measures have been required to mitigate or avoid significant effects on the environment. The purpose of the monitoring and reporting program is to ensure compliance with the mitigation measures during project implementation. The MMRP for the project is included as **Attachment A**.

The City will consider whether to adopt this MND at a future City Council meeting.

Responses to Comments Received on the Draft IS/MND

Four comment letters or emails were received on the IS/MND during the comment period. **Table 1** summarizes the comments received, as well as responses to those comments. The comments did not identify potential significant environmental effects of the project or otherwise question the City's finding that the project, including mitigation measures, would not have a significant effect on the environment. No changes will be made to the IS/MND text in response to these comments; however, several staff initiated text changes have been made and are presented in **Table 2** below. This memorandum coupled with the Draft MND constitutes the Final MND.

**TABLE 1
RESPONSES TO COMMENTS RECEIVED**

| Commenter/Agency | Comment Summary | Response |
|---|---|--|
| Chris Rummel / <i>Santa Clara County Department of Environmental Health</i> (November 19, 2014) | Satisfied concern that the Primary Treatment Facility project will not include work near the former Household Hazardous Waste facility. | No response needed. |
| Roy Molseed / <i>Santa Clara Valley Transportation Authority</i> (November 20, 2014) | No comment. | No response needed. |
| Erik Alm / <i>California Department of Transportation (Caltrans)</i> (December 16, 2014) | <ul style="list-style-type: none"> Truck Route Plan requested for review After review of truck route, Transportation Management Plan or construction Traffic Impact Analysis may be required prior to construction, if Caltrans determines that traffic restrictions or detours are needed that may affect State highways. If Caltrans determines that project may affect State highways, requests that fair share contribution of the project, financing, scheduling, implementation responsibilities, and monitoring should be discussed for all proposed mitigation measures and should be included in the MMRP. Hazardous Materials: informs of the requirement to obtain a hazardous materials transportation license from CHP. Transportation Permit: Required from Caltrans if movement of oversized or excessive load vehicles would occur on State highways | As indicated in the Draft MND, implementation of the proposed project would result in a temporary increase in vehicles during construction, including up to 15 trucks per hour which would likely access the site via either State Route 237 or U.S. 101. No long-term (i.e., post-construction) increase in vehicle trips is expected. The City does not anticipate that any oversized or excessive load vehicles would be required. As indicated on Draft MND page 68 and consistent with Caltrans' comments, transport of water treatment chemicals would continue to comply with all hazardous materials regulations. The City acknowledges the requirements regarding vehicles hauling hazardous materials to the site. The City will provide Caltrans with a copy of the Truck Route Plan when the plan is complete. |
| <i>California State Clearinghouse.</i> (December 17, 2014) | <ul style="list-style-type: none"> Acknowledges City's compliance with State Clearinghouse review requirements pursuant to CEQA. Cover letter for letter received from Caltrans, the only agency to respond to the PMND through the State Clearinghouse. Agencies the Clearinghouse notified include: California Resources Agency; CDFW, Region 3; California Department of Parks and Recreation; DWR; Caltrans, Divisions of Aeronautics; CHP; Caltrans, District 4; California Air Resources Board; SWRCB, Division of Financial Assistance; SWRCB, Division of Drinking Water; RWQCB, Region 2; Native American Heritage Commission; CPUC | No response needed. |

The following staff-initiated text changes are hereby made to the MND. These changes do not materially affect the conclusions in the Draft MND.

| Page Number | Modified Text |
|-----------------|---|
| 42, paragraph 2 | "Impacts to jurisdictional features associated with the channel are addressed below. [Reviewers: Conclusions will be confirmed following CDFW review of permit application] " |
| 43, paragraph 2 | "Mitigation Measure BIO-3a: Habitat Mitigation. To offset impacts to wetlands and other waters, the City of Sunnyvale would mitigate for this loss, at a mitigation ratio of 1:1 on an acreage basis, by purchasing mitigation bank credits (totaling 0.3 ac) at the San Francisco Bay Wetland Mitigation Bank <u>or developing compensatory mitigation.</u> " |
| 43, paragraph 4 | "The City of Sunnyvale requires a Tree Removal Permit from the Trees and Landscape Division <u>Department of Community Development</u> to remove trees on public property that meet certain criteria." |
| 45, paragraph 1 | <p>"The tree ordinance typically applies to 'street trees' that occur within right-of-way areas along roadways, and tThe ordinance's application to public lands must be determined on a case-by-case basis after a permit application is submitted to the Trees and Landscape Division <u>Department of Community Development</u>. Because this project is a City project, and because the trees in question are not associated with a public right-of-way, it is possible that no Tree Removal Permit or mitigation is necessary. However, if tThe City determined <u>s</u> that mitigation is required, <u>and would implement the mitigation as described below.</u></p> <p><u>Mitigation Measure BIO-4: Tree Replacement</u> At the discretion of the Director of Community Development, the project would be required to replace the <u>any removed protected</u> trees at a 1:1 ratio, typically within 90 days from the day the trees are removed. [City Reviewers: Please make this determination and incorporate information into your review comments] If replacement cannot occur, an in-lieu fee would be required.</p> <p>Compliance with this tree ordinance would reduce impacts resulting from conflicts with local policies and ordinances to a less-than-significant level."</p> |
| 86, bullet 5 | "Construction traffic to and from the project site shall be routed via designated truck routes <u>that use freeways as far as to the extent possible. Designated truck routes</u> Trucks shall not traverse through or adjacent to any residential areas, <u>including along Lawrence Expressway, between the hours of 6:00 p.m. and 7:00 a.m. and shall be required to use freeways to the extent possible.</u> Preferred access to the site shall be from SR-237 through Caribbean Drive or North Mathilda Avenue." |

ATTACHMENT A

SUNNYVALE WATER POLLUTION CONTROL PLANT PRIMARY TREATMENT FACILITY PROJECT

Mitigation Monitoring and Reporting Program

MITIGATION MEASURES ADOPTED AS CONDITIONS OF APPROVAL AND MITIGATION MONITORING PROGRAM

| Mitigation Measures Adopted as Conditions of Approval | Implementation Procedures | Monitoring Responsibility | Monitoring and Reporting Action | Monitoring Schedule | Verification of Compliance |
|---|---|---|--|--|--|
| Air Quality | | | | | |
| <p>Mitigation Measure AIR-1: During active construction, the City shall require construction contractors to implement all the BAAQMD's Basic Construction Mitigation Measures, listed below:</p> <ol style="list-style-type: none"> 1. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day. 2. All haul trucks transporting soil, sand, or other loose material off-site shall be covered. 3. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited. 4. All vehicle speeds on unpaved roads shall be limited to 15 mph. 5. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used. 6. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points. 7. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation. 8. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations. | Contractor(s) shall prepare a Construction Air Pollutant Control Plan that adheres to all specifications in this measure | City of Sunnyvale Public Works Department | <p>Verify inclusion of Construction Air Pollutant Control Plan in applicable construction plans and specifications; field inspections</p> <p>Inspect construction site to verify compliance with Construction Air Pollutant Control Plan measures.</p> | <p>Prior to commencement of construction.</p> <p>One inspection shall occur during each phase of construction.</p> | <p><i>Verified by:</i></p> <p><i>Date:</i></p> |
| Biological Resources | | | | | |
| <p>Mitigation Measure BIO-1a: Pre-construction Surveys. The City would retain a qualified biologist, or require the contractor to retain a qualified biologist to conduct pre-construction surveys for burrowing owls in potential habitat in conformance with CDFW protocols, with the final survey occurring no more than 2 days prior to the start of any ground-disturbing activity such as clearing and grubbing, excavation, or grading, or any similar activity within 250 feet of suitable habitat that could disturb nesting owls. If no burrowing owls are located during these surveys, no additional action would be warranted. However, if burrowing owls are located on or immediately adjacent to impact areas the following mitigation measures would be implemented.</p> | <p>Contractor(s) shall prepare construction plans that incorporate owl pre-construction surveys.</p> <p>The Contractor shall identify a qualified biologist and shall engage the qualified biologist to conduct pre-construction surveys.</p> | City of Sunnyvale Public Works Department | <p>Review qualifications of Contractor-nominated biologist and either approve or recommend identification of additional candidates.</p> <p>Review pre-construction survey reports.</p> | <p>No more than 2 days before start or restart of construction.</p> | <p><i>Verified by:</i></p> <p><i>Date:</i></p> |

MITIGATION MEASURES ADOPTED AS CONDITIONS OF APPROVAL AND MITIGATION MONITORING PROGRAM (CONTINUED)

| Mitigation Measures Adopted as Conditions of Approval | Implementation Procedures | Monitoring Responsibility | Monitoring and Reporting Action | Monitoring Schedule | Verification of Compliance |
|---|---|---|--|---|--|
| Biological Resources (cont.) | | | | | |
| Mitigation Measure BIO-1b: Buffer Zones. If burrowing owls are present during the nonbreeding season (generally 1 September to 31 January), the City contractor would maintain a 150-foot buffer zone, within which no new project-related activity would be permissible, around the occupied burrow(s) if feasible, though a reduced buffer is acceptable during the non-breeding season as long as construction avoids direct impacts to the burrow(s) used by the owls. During the breeding season (generally 1 February to 31 August), a 250-foot buffer, within which no new project-related activity would be permissible, would be maintained between project activities and occupied burrows. Owls present at burrows on the site after 1 February would be assumed to be nesting on or adjacent to the site unless evidence indicates otherwise. This protected area would remain in effect until 31 August, or based upon monitoring evidence, until the young owls are foraging independently. | <p>Contractor(s) shall prepare construction plans that incorporate buffer zones.</p> <p>The Contractor shall identify a qualified biologist and shall engage the qualified biologist to establish buffer zones.</p> | City of Sunnyvale Public Works Department | <p>Review qualifications of Contractor-nominated biologist and either approve or recommend identification of additional candidates.</p> <p>If burrowing owls are present, inspect construction site to confirm buffer zones.</p> | No more than 2 days before start or restart of construction. | <p><i>Verified by:</i></p> <p><i>Date:</i></p> |
| Mitigation Measure BIO-1c: Relocation. If ground-disturbing activities would directly impact occupied burrows, the qualified biologist will evict the owls occupying burrows to be disturbed evicted during the non-nesting season. No burrowing owls will be evicted from burrows during the nesting season (1 February through 31 August) unless evidence indicates that nesting is not actively occurring (e.g., because the owls have not yet begun nesting early in the season, or because young have already fledged late in the season). | <p>Contractor(s) shall prepare construction plans that include a relocation plan.</p> <p>The Contractor shall identify a qualified biologist and shall engage the qualified biologist to conduct owl relocation.</p> | City of Sunnyvale Public Works Department | <p>Review qualifications of Contractor-nominated biologist and either approve or recommend identification of additional candidates.</p> <p>If burrowing owls are present, evict occupied burrows.</p> | No more than 2 days before start or restart of construction. | <p><i>Verified by:</i></p> <p><i>Date:</i></p> |
| Mitigation Measure BIO-2a: Nesting Deterrence. Nesting deterrence can be implemented to minimize the potential for nesting birds to constrain project activities or to be impacted by those activities. The most effective nesting deterrence in non-developed portions of the main plant includes vegetation removal to remove nesting substrate. However, because removal of vegetation prior to the nesting season will not be feasible, removal of nest-starts (incomplete nests that do not yet contain eggs or young) by qualified biologists will be necessary. Such nest-start removal will begin early in the breeding season (e.g., February) and continue regularly until vegetation can be removed and construction commences. Some species, such as barn swallows (<i>Hirundo rustica</i>) or black phoebes (<i>Sayornis nigricans</i>), may establish nests on buildings or other structures. To deter birds from nesting on structures, netting or other deterrence devices may be installed to preclude birds from constructing nests. Such nesting deterrence should be implemented under the supervision of qualified biologists in order to prevent death or injury as a result of improperly installed deterrence devices, and such devices will require regular maintenance to ensure that they are functioning properly. | <p>Contractor(s) shall prepare construction plans that include nest deterrence activities.</p> <p>The Contractor shall identify a qualified biologist and shall engage the qualified biologist to conduct nest deterrence activities.</p> | City of Sunnyvale Public Works Department | <p>Review qualifications of Contractor-nominated biologist and either approve or recommend identification of additional candidates.</p> <p>Remove nest starts and install deterrence devices.</p> | Remove nest starts and install deterrence devices starting early in breeding season (i.e., February) and continuing through vegetation removal. | <p><i>Verified by:</i></p> <p><i>Date:</i></p> |

MITIGATION MEASURES ADOPTED AS CONDITIONS OF APPROVAL AND MITIGATION MONITORING PROGRAM (CONTINUED)

| Mitigation Measures Adopted as Conditions of Approval | Implementation Procedures | Monitoring Responsibility | Monitoring and Reporting Action | Monitoring Schedule | Verification of Compliance |
|--|---|---|---|--|--|
| Biological Resources (cont.) | | | | | |
| <p>Mitigation Measure BIO-2b: Pre-construction Surveys. Prior to commencement of new activities (i.e., activities that are not currently ongoing in any given area) during the breeding season, pre-construction surveys will be conducted by a qualified biologist no more than 7 days prior to the initiation of new disturbance in any given area. Pre-disturbance surveys should be used to ensure that no nests of species protected by the MBTA or California Fish and Game Code will be disturbed during project implementation. During this survey, the biologist will inspect all potential nesting habitats (e.g., trees, shrubs, buildings, and various substrates on the ground) in the project area for nests. Surveys will be conducted within search radii corresponding to disturbance-free buffer zones described below for raptors (300 feet) and non-raptors (100 feet), including in off-site areas adjacent to the project (where such areas are accessible).</p> | <p>Contractor(s) shall prepare construction plans that incorporate pre-construction surveys.</p> <p>The Contractor shall identify a qualified biologist and shall engage the qualified biologist to conduct pre-construction surveys.</p> | City of Sunnyvale Public Works Department | <p>Review qualifications of Contractor-nominated biologist and either approve or recommend identification of additional candidates.</p> <p>Review pre-construction survey reports.</p> | No more than 7 days before start or restart of construction. | <p><i>Verified by:</i></p> <p><i>Date:</i></p> |
| <p>Mitigation Measure BIO-2c: Buffer Zones. If an active nest is found, a qualified biologist will determine the extent of a disturbance-free buffer zone to be established around the nest until nesting has been completed. Disturbance-free buffer zones are typically 300 feet for raptors and 100 feet for non-raptors. Nests will be considered active until surveys conducted by a qualified ornithologist confirm nesting is complete. However, construction within 100 feet of these nests may proceed if, based on monitoring of the birds behavior, a qualified biologist determines that such activities are not likely to result in the abandonment of the nest. Per CDFW recommendations, monitoring should be conducted as follows:</p> <ul style="list-style-type: none"> A qualified biologist should monitor activity at each nest for three days (8 hours of monitoring each day) prior to the onset of construction activities to develop a baseline of the normal behavior of the birds attending the nest. If the behavior observed at the nest is consistent on Days 1 and 2 of monitoring, Day 3 of monitoring may be skipped. A qualified biologist should monitor activity at each nest for 8 hours on the first day that construction occurs within the standard buffer (e.g., within 100 feet of a non-raptor nest). If the biologist determines that the birds' behavior is not adversely affected, Project activities may continue. The biologist should continue to monitor the nests for 1 hour/day on any day when construction activities occur within the standard buffer around an active nest. <p>If at any time the biologist determines that Project activities within the standard buffer is adversely affecting the behavior of the birds such that the nest is in jeopardy of failing, construction activities should retreat to honor the standard buffer until the nest is no longer active (i.e., the young have fledged).</p> | <p>Contractor(s) shall prepare construction plans that incorporate buffer zones.</p> <p>The Contractor shall identify a qualified biologist and shall engage the qualified biologist to establish buffer zones.</p> | City of Sunnyvale Public Works Department | <p>Review qualifications of Contractor-nominated biologist and either approve or recommend identification of additional candidates.</p> <p>If active nests are present, inspect construction site to confirm buffer zones. Monitor nests as directed for 3 days prior to construction and on the first day of construction for days that construction would occur within 100 feet of nests.</p> | No more than 3 days before start or restart of construction. | <p><i>Verified by:</i></p> <p><i>Date:</i></p> |

MITIGATION MEASURES ADOPTED AS CONDITIONS OF APPROVAL AND MITIGATION MONITORING PROGRAM (CONTINUED)

| Mitigation Measures Adopted as Conditions of Approval | Implementation Procedures | Monitoring Responsibility | Monitoring and Reporting Action | Monitoring Schedule | Verification of Compliance |
|--|---|---|--|---|---|
| Biological Resources (cont.) | | | | | |
| Mitigation Measure BIO-3a: Habitat Mitigation. To offset impacts to wetlands and other waters, the City of Sunnyvale would mitigate for this loss, at a mitigation ratio of 1:1 on an acreage basis, by purchasing mitigation bank credits (totaling 0.3 ac) at the San Francisco Bay Wetland Mitigation Bank or developing compensatory mitigation. | Contractor(s) shall prepare construction plans that incorporate habitat mitigation. | City of Sunnyvale Public Works Department | This measure shall be printed on all construction documents, contracts, and project plans prior to issuance of building permits. | Within one year of construction. | <i>Verified by:</i> <i>Date:</i> |
| Mitigation Measure BIO-4: Tree Replacement. At the discretion of the Director of Community Development, the project would replace any removed protected trees at a 1:1 ratio. If replacement cannot occur, an in-lieu fee would be required. | Contractor(s) shall prepare construction plans that incorporate tree replacement | City of Sunnyvale | Replace trees that are determined to be of "protected" per the City of Sunnyvale Municipal Code (19.94) Review qualifications of Contractor-nominated arborist/biologist and either approve or recommend identification of additional candidates. This measure shall be printed on all construction documents, contracts, and project plans prior to issuance of building permits. | Proof by completion of construction. | <i>Verified by:</i> <i>Date:</i> |
| Cultural Resources | | | | | |
| Mitigation Measure CUL-1: Accidental Discovery of Archaeological Resources. The City or its contractor shall implement the following measure should construction activities result in the accidental discovery of a cultural resource: If prehistoric or historic-period archaeological resources are encountered, all construction activities within 100 feet shall halt and the City of Sunnyvale shall be notified. Prehistoric archaeological materials might include obsidian and chert flaked-stone tools (e.g., projectile points, knives, scrapers) or toolmaking debris; culturally darkened soil ("midden") containing heat-affected rocks, artifacts, or shellfish remains; and stone milling equipment (e.g., mortars, pestles, handstones, or milling slabs); and battered stone tools, such as hammerstones and pitted stones. Historic-era materials might include deposits | Contractor(s) shall monitor worker activities A Secretary of the Interior-qualified archaeologist shall inspect the findings within 24 hours of discovery. | City of Sunnyvale Public Works Department | This measure shall be printed on all construction documents, contracts, and project plans prior to issuance of building permits. Review qualifications of Contractor-nominated archaeologist and either approve or recommend identification of additional candidates. | The Public Works Department shall be responsible for ensuring that contractors are implementing these measures during ground-disturbing demolition and construction phases. | <i>Verified by:</i> <i>Date:</i> |

MITIGATION MEASURES ADOPTED AS CONDITIONS OF APPROVAL AND MITIGATION MONITORING PROGRAM (CONTINUED)

| Mitigation Measures Adopted as Conditions of Approval | Implementation Procedures | Monitoring Responsibility | Monitoring and Reporting Action | Monitoring Schedule | Verification of Compliance |
|---|---|---|---|---|--|
| Cultural Resources | | | | | |
| <p>of metal, glass, and/or ceramic refuse. A Secretary of the Interior-qualified archaeologist shall inspect the findings within 24 hours of discovery. If it is determined that the project could damage a historical resource or a unique archaeological resource (as defined pursuant to the CEQA Guidelines), mitigation shall be implemented in accordance with PRC Section 21083.2 and Section 15126.4 of the CEQA Guidelines, with a preference for preservation in place. Consistent with Section 15126.4(b)(3), this may be accomplished through planning construction to avoid the resource; incorporating the resource within open space; capping and covering the resource; or deeding the site into a permanent conservation easement. If avoidance is not feasible, a qualified archaeologist shall prepare and implement a detailed treatment plan in consultation with City of Sunnyvale and, for prehistoric resources, the appropriate Native American representative. Treatment of unique archaeological resources shall follow the applicable requirements of PRC Section 21083.2. Treatment for most resources would consist of (but would not be not limited to) sample excavation, artifact collection, site documentation, and historical research, with the aim to target the recovery of important scientific data contained in the portion(s) of the significant resource to be impacted by the project. The treatment plan shall include provisions for analysis of data in a regional context, reporting of results within a timely manner, curation of artifacts and data at an approved facility, and dissemination of reports to local and state repositories, libraries, and interested professionals.</p> | | | | | |
| <p>Mitigation Measure CUL-2: Accidental Discovery of Human Remains. The City or its contractor shall implement the following measure should construction activities result in the discovery of human remains:</p> <p>In the event of discovery or recognition of any human remains during construction activities, such activities within 100 feet of the find shall cease until the Santa Clara County Coroner has been contacted to determine that no investigation of the cause of death is required. The Native American Heritage Commission (NAHC) will be contacted within 24 hours if it is determined that the remains are Native American. The NAHC will then identify the person or persons it believes to be the most likely descendant from the deceased Native American, who in turn would make recommendations to the City of Sunnyvale for the appropriate means of treating the human remains and any grave goods.</p> | <p>Contractor(s) shall monitor worker activities</p> <p>Contractor(s) shall halt work and notify the County Coroner, if necessary. If appropriate, Coroner shall notify NAHC. NAHC shall notify Most Likely Descendant.</p> | City of Sunnyvale Public Works Department | <p>This measure shall be printed on all construction documents, contracts, and project plans prior to issuance of building permits.</p> <p>Review qualifications of Contractor-nominated archaeologist and either approve or recommend identification of additional candidates.</p> | If resources are encountered, review of treatment and monitoring plan prior to continuation of construction | <p><i>Verified by:</i></p> <p><i>Date:</i></p> |

MITIGATION MEASURES ADOPTED AS CONDITIONS OF APPROVAL AND MITIGATION MONITORING PROGRAM (CONTINUED)

| Mitigation Measures Adopted as Conditions of Approval | Implementation Procedures | Monitoring Responsibility | Monitoring and Reporting Action | Monitoring Schedule | Verification of Compliance |
|--|--|--|---|---|--|
| Noise | | | | | |
| <p>Mitigation Measure NOISE-1: The City shall require construction contractors to implement the following mitigation measures:</p> <ul style="list-style-type: none"> Consistent with Section 16.08.030 of the Municipal Code, all noise generating construction activities at the project site shall be limited to the hours of 7:00 a.m. to 6:00 p.m., Monday through Friday and between 8:00 a.m. and 5:00 p.m. on Saturdays. There shall be no construction activity at the project site on Sundays and national holidays when city offices are closed. Any emergency construction activities that will need to take place outside the hours stated above shall be completed as expeditiously as possible to reduce the duration of the impact. No extreme noise generating activities at the project site shall take place outside the hours listed above. Any onsite construction activities that will need to take place outside the above mentioned hours will need prior approval from the City. Signs shall be posted at the construction site that include construction days and hours, a day and evening contact number for the job site, and a day and evening contact number for the City in the event of problems. All construction vehicles and equipment, fixed and mobile, shall utilize the best available noise control techniques (e.g., improved mufflers, equipment redesign, use of intake silencers, ducts, engine enclosures and acoustically-attenuating shields or shrouds, wherever feasible). Construction staging areas shall be located as far as practicable from existing recreational uses so as to cause minimal disruption to these activities. Construction traffic to and from the project site shall be routed via designated truck routes that use freeways to the extent possible. Trucks shall not traverse through or adjacent to any residential areas, including along Lawrence Expressway, between the hours of 6:00 p.m. and 7:00 a.m. Preferred access to the site shall be from SR-237 through Caribbean Drive or North Mathilda Avenue. Prohibit unnecessary idling of internal combustion engines. | <p>Contractor(s) shall include allowable construction hours in excavation, grading and construction plans.</p> <p>City will confirm prior approval before onsite activities occur outside of the hours of 7:00 a.m. to 6:00 p.m., Monday through Friday and between 8:00 a.m. and 5:00 p.m. on Saturdays</p> <p>Contractor(s) shall construct and post signs at the construction site in accordance with the specifications of this measure.</p> | <p>City of Sunnyvale Public Works Department</p> | <p>Review construction plans for inclusion of allowable construction hours and truck routes.</p> <p>Inspect construction site to confirm compliance with posting and construction staging specifications in this measure.</p> | <p>Prior to issuance of building or grading permit(s).</p> <p>One inspection shall occur during construction, between the hours of 10:01 p.m. and 6:59 a.m.</p> | <p><i>Verified by:</i></p> <p><i>Date:</i></p> |

MITIGATION MEASURES ADOPTED AS CONDITIONS OF APPROVAL AND MITIGATION MONITORING PROGRAM (CONTINUED)

| Mitigation Measures Adopted as Conditions of Approval | Implementation Procedures | Monitoring Responsibility | Monitoring and Reporting Action | Monitoring Schedule | Verification of Compliance |
|---|---|---|--|--|---|
| Transportation and Traffic | | | | | |
| Mitigation Measure TRANS-1a: As part of pre-construction submittals, the contractor(s) shall submit a truck route plan to the City of Sunnyvale Public Works Department for review and approval to help minimize impacts to adjacent roadways. | Contractor(s) shall obtain approval of truck route plan and implement the plan during construction. | City of Sunnyvale Public Works Department | Verify, review and approve truck route plan; Building Department must receive the approvals. | Prior to issuance of building or grading permit(s) | <i>Verified by:</i> <i>Date:</i> |
| Mitigation Measure TRANS-1b: To the extent possible, heavy truck movements shall be limited to the hours before 7:00 a.m., between 9:00 a.m. and 4:00 p.m., and after 6:00 p.m. | Contractor(s) shall include allowable truck movement hours in excavation, grading and construction plans. | City of Sunnyvale Public Works Department | Review excavation, grading and construction plans for inclusion of allowable truck movement hours. Inspect construction site to confirm compliance with specifications in this measure. | Prior to issuance of building or grading permit(s). One inspection shall occur during each phase of construction. | <i>Verified by:</i> <i>Date:</i> |

| Equipment Analysis Summary – Primary Treatment Facility Project | | | | | |
|---|---|---|--|---|---|
| Element | Justification | (1) % of Primary Treatment Facility Construction Cost | (2) % of Full Program Automation Build Out | Downside - Not Selecting | Procurement Options |
| Eutek HeadCell Grit Vortex System | <ul style="list-style-type: none">Most cost-effective grit removal alternative based on net present value analysisBased on field testing at the WPCP, provides the best performance for removal of grit (based on characteristics of grit entering the facility)Unique equipment design | \$558K (0.6%) | NA | <ul style="list-style-type: none">Finer materials may cause premature wear on downstream equipment and increase maintenanceGrit accumulation in the digesters and loss of solids treatment capacity. | <ul style="list-style-type: none">Negotiate and pre-purchase (supply to installation contractor)Negotiate and assign to installation contractor as part of bidding process |
| COANDA Fine Grit Washer | <ul style="list-style-type: none">Produces cleaner, drier & less odorous final product for disposalReduced costs for disposal and odor controlUnique equipment design | \$525K (0.5%) | NA | <ul style="list-style-type: none">Higher cost for grit hauling and disposalLarger Odor Control Facility (i.e., capital cost)Higher ventilation rates for odor control (i.e., O&M cost)Loss of a significant portion of captured grit, back to the process stream. | <ul style="list-style-type: none">Negotiate and pre-purchase (supply to installation contractor)Negotiate and assign to installation contractor as part of bidding process |
| Huber SuperLaunder Screenings Washer Compactor | <ul style="list-style-type: none">Produces cleaner, drier, and less odorous final product for disposalReduced costs for disposal and odor controlUnique equipment designReduces potential for exposure of plant staff and outside haulers to fecal matter in screenings off-haul material | \$350K (0.4%) | NA | <ul style="list-style-type: none">Higher cost for screenings hauling and disposalLarger Odor Control Facility (i.e., capital cost)Higher ventilation rates for odor control (i.e., O&M cost)Increases potential for exposure of plant staff and outside haulers to fecal matter in screening off-haul material | <ul style="list-style-type: none">Negotiate and pre-purchase (supply to installation contractor)Negotiate and assign to installation contractor as part of bidding process |
| Rockwell (Allen-Bradley) Programmable Logic Controller (PLC) | <ul style="list-style-type: none">Largest US market shareBest local factory and integration support presenceLowest initial capital and lowest ongoing operational costOpen architecture/ease of programming | \$200K (0.2%) | \$800K (5.4%) | <ul style="list-style-type: none">Use of Incompatible PLCs would result in higher costs of programming | <ul style="list-style-type: none">Allow competition amongst various suppliers to dictate price through low bid processConduct competitive bid or proposal process to pre-purchase equipment to supply to installation contractorConduct bid or proposal process to pre-select equipment supplier and assign to installation contractor as part of bidding process |
| Rockwell (Allen-Bradley) Intellicenter Motor Control Center and free standing Reduced Voltage Solid State (RVSS) and VFDs | <ul style="list-style-type: none">Largest US market shareSupports EtherNET/IP Device Level Ring (DLR) communication at each overload and motor drivers (VFDs & RVSS) which reduces cabinet complexity and minimizes future maintenanceLowest programming costs based on prewritten code for the Rockwell PLCsReduces number of Ethernet switches in the project and reduces maintenance and configuration time to set up the switches. | \$500K (0.5%) | NA | <ul style="list-style-type: none">Reduces complexity of cabinet, minimizes future maintenance and reduces cost of programming | <ul style="list-style-type: none">Allow competition amongst various suppliers to dictate price through low bid processConduct competitive bid or proposal process to pre-purchase equipment to supply to installation contractorConduct bid or proposal process to pre-select equipment supplier and assign to installation contractor as part of bidding process |
| Rockwell (Allen-Bradley) FactoryTalk HMI Software and Associated Hardware | <ul style="list-style-type: none">Easiest integration with Rockwell PLCs.Reduces costs associated with future integration of new PLCs and other software devices.Lower initial capital and lower ongoing operational cost than other object-oriented programming packagesOffers large diversity of associated software programs from single developer | \$450K (0.5%) Software and Associated Hardware | \$450K (3.1%) | <ul style="list-style-type: none">More difficult integration with PLCsHigher integration costHigher on-going operational costsAssociated third party software programs may also need to be sole sourced | <ul style="list-style-type: none">Allow competition amongst various suppliers to dictate price through low bid processConduct competitive bid or proposal process to pre-purchase equipment to supply to installation contractorConduct bid or proposal process to pre-select equipment supplier and assign to installation contractor as part of bidding process |
| (1) Estimated construction value of Primary Treatment Facility project \$98 million (2) Estimated value of full Automation and Control System Program build out \$14.7 Million | | | | | |



City of Sunnyvale

Agenda Item

15-0431

Agenda Date: 5/5/2015

REPORT TO COUNCIL

SUBJECT

Award of a Contract in the Amount of \$8,051,120 for Water Pollution Control Plant Construction Management Services and Approval of Budget Modification No. 46 (F15-40)

REPORT IN BRIEF

Approval is requested to award an initial five-year contract to The Covello Group, Inc. of Walnut Creek in the amount of \$8,051,120 for Construction Management Services related to the construction of the new Water Pollution Control Plant. Approval is also requested for a 10% contract contingency in the amount of \$805,112, and for Budget Modification No. 46 to create a capital project specifically for this contract by moving funding from existing capital projects associated with the overall reconstruction program.

The initial contract will focus on construction management of the primary treatment facility. As the program more fully evolves over the next several years, and based upon acceptable service and pricing, staff may propose extending this contract, as more fully enumerated below.

EXISTING POLICY

General Plan Policy Goal EM-7 Effective Wastewater Treatment: Continue to operate and maintain the Water Pollution Control plant, using cost effective methods, so that all sewage and industrial wastes generated within the City receive sufficient treatment to meet the effluent discharge and receiving water standards of regulatory agencies.

ENVIRONMENTAL REVIEW

This contract award for construction management services is not a project as defined in Section 15378 of the California Environmental Quality Act (CEQA) because it involves administrative activities.

BACKGROUND AND DISCUSSION

Upon completion of the Water Pollution Control Plant Strategic Infrastructure Plan (SIP), associated peer review and strategic planning workshop, Council's direction was to proceed with a plan for reconstructing the Water Pollution Control Plant (Plant) with new treatment processes. The SIP also included moving forward with a master plan, a new primary treatment facility, and hiring consultant teams for program management and construction management.

In May, 2013, Carollo Engineers was selected to perform services related to master planning and the design of the new Primary Treatment Facility project (RTC No. 13-108); and in April of 2014 CDM Smith was selected to perform program management services (RTC No. 14-0264). The next step is to hire a professional firm to provide construction management (including biddability/constructability reviews, inspection services, and schedule/cost management) for the Plant reconstruction program.

The first project under this program that will require construction management services is the Primary Treatment Facility.

The Primary Treatment Facility project replaces existing, aging facilities at the Plant, including replacement of the headworks facility, primary treatment facilities, switchgear building, standby generator, and heat recovery system at the power generation facility. Access roads and fencing are also being altered or replaced, and sludge dewatering is being relocated within the WPCP site. These replacements are needed in order to update seismically-deficient facilities, and comply with permit requirements. A stormwater channel along the southeastern perimeter of the Plant is being filled and replaced with a box culvert or pipe to accommodate proposed facilities and access roads. The proposed facilities will operate in a similar fashion as the existing facilities and will be designed and constructed in three separate bid packages:

- Bid Package 1 - This preparation package will clear the site, install a new drainage system, resolve any utility conflicts, and grade the site.
- Bid Package 2 - The construction package will include building concrete tanks, installing pumps, electrical systems, automation systems and controls.
- Bid Package 3 - The final package is for the demolition of the old primary treatment facility, which will clear the way for future reconstruction projects.

Request for Proposals (RFP) for the selection of a construction management firm was prepared by Public Works, Environmental Services, and Purchasing staff. The RFP was structured to evaluate qualifications for the duration of the reconstruction program, with pricing requested only for the first five years, which mainly includes the three bid packages referenced above. RFP No.F15-40 was directly distributed to thirteen (13) Bay Area construction management companies and posted on the Demandstar public procurement network. Thirty five (35) firms requested the RFP documents. Proposals were received on January 15, 2015. Three responsive proposals were received as follows:

Black & Veatch (in association with CDM Smith), of Walnut Creek
Harris & Associates, of Concord
The Covello Group, Inc. (in association with Psomas), of Walnut Creek

Evaluation of the written proposals was conducted using the qualifications-based process (QBS) required by State law without regard to pricing, which was submitted in separately-sealed proposals. The proposals were reviewed by an evaluation team consisting of Public Works and Environmental Services staff, including executive staff, and evaluated on demonstrated qualifications, experience, and programmatic approach. All three firms were also invited to interview with the evaluation team. During the scheduling of the consultant interviews, Harris & Associates contacted the City to say one of their key team members had left the company and asked to be removed from further consideration for the construction management project. Interviews were conducted with the remaining two firms, and The Covello Group was unanimously selected as the highest -ranked proposer.

The Covello Group showed the greatest depth of experience relating to the construction of wastewater treatment plants, including various projects from at least eighteen jurisdictions in the Bay Area. The team put together for the various construction disciplines (electrical, automation, etc.) presented the highest level of qualifications from among the submitting firms. The Covello team also demonstrated extensive experience coordinating work with local permitting agencies and utility

companies. Subsequent scoping meetings and contract negotiations reduced the proposal fees from \$8,750,086 to \$8,051,120. It should be noted that Covello's price proposal was the lowest cost submitted, with the other proposals ranging from approximately \$9.2M to \$11.7M depending on a number of factors such as annual escalation, optional services, etc.

It should also be noted that Covello has been selected as the Construction Management team for the entire Plant reconstruction program, which could take fifteen years to complete. The proposed contract has a duration of approximately five years, the timeframe estimated to complete the first three bid packages to construct the Primary Treatment Facility (the project schedule targets completion in August 2020). As the program scope and associated costs become more fully defined over the next several years, and if pricing and service remain acceptable, it is anticipated that amendments to this contract will be necessary to add scope, cost and extend the term.

FISCAL IMPACT

Construction Management Service costs are as follows:

| | |
|--------------------------------------|------------------|
| Bid Package 1 (Site Prep) | \$1,345,514 |
| Bid Package 2 (Construction) | \$6,357,152 |
| Bid Package 3 (Demo of Old Facility) | \$348,454 |
| Contract contingency (10%) | <u>\$805,112</u> |
| Total Cost | \$8,856,232 |

The FY 2014/15 Adopted Budget includes a placeholder project for the renovation of the Plant. The intent in managing the funding for this program is to carve out budget from the placeholder as individual phases of the renovation become fully defined. To date, this has been done through the regular budget process for the master planning project, the primary treatment facilities project, and for program management services.

Budget Modification No. 46 has been prepared to appropriate the funding needed in the current year to begin construction management services. The remaining costs will be arrayed over the next five to six years, keeping the net impact neutral by making a corresponding reduction to the placeholder project. As this report is being considered after the delivery of the FY 2015/16 Recommended Budget, the remaining cost of the contract for the next several years will be budgeted into the new project as part of the FY 2015/16 Budget presented to Council on June 23rd for adoption.

Budget Modification No. 46 FY 2014/15

| | Current | Increase/ (Decrease) | Revised |
|------------------------------|----------------|---------------------------------|----------------|
| <u>Wastewater Management</u> | | | |
| <u>Fund</u> | | | |
| Expenditures | | | |
| New Project - WPCP | \$0 | \$95,130 | \$95,130 |
| Construction Management | | | |

| | | | |
|---|-----------|------------|-----------|
| Project 827090 - Construction of a New Water Pollution Control Plant | \$529,868 | (\$95,130) | \$434,738 |
|---|-----------|------------|-----------|

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

STAFF RECOMMENDATION

1) Award a contract, in substantially the same format as Attachment 1 to the report and in the amount of \$8,051,120, to The Covello Group, Inc. for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met, 2) Approve a 10% contract contingency in the amount of \$805,112 for the project, and 3) Approve Budget Modification No. 46.

Prepared by: Pete Gonda, Purchasing Officer

Reviewed by: Grace K. Leung, Director, Finance

Reviewed by: John Stufflebean, Director, Environmental Services

Reviewed by: Manuel Pineda, Director, Public Works

Reviewed by: Robert A. Walker, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

ATTACHMENT

1. Draft Consultant Services Agreement

DRAFT

**CONSULTANT SERVICES AGREEMENT BETWEEN CITY OF SUNNYVALE AND
THE COVELLO GROUP, INC. FOR WATER POLLUTION CONTROL PLANT
CONSTRUCTION MANAGEMENT SERVICES**

THIS AGREEMENT dated _____ is by and between the CITY OF SUNNYVALE, a municipal corporation ("CITY"), and THE COVELLO GROUP, INC. ("CONSULTANT").

WHEREAS, CITY desires to secure professional services necessary for investigation, analysis, contract specifications, consultation, services during construction and other services for a project known as Water Pollution Control Plant Construction Management Services; and

WHEREAS, CONSULTANT represents that it, and its sub-consultants, if any, possess the professional qualifications and expertise to provide the required services and are licensed by the State of California to practice engineering in the required disciplines;

NOW, THEREFORE, THE PARTIES ENTER INTO THIS AGREEMENT.

1. Services by CONSULTANT

CONSULTANT shall provide services in accordance with Exhibit "A" entitled "Scope of Work." All exhibits referenced in this Agreement are attached hereto and are incorporated herein by reference. To accomplish that end, CONSULTANT agrees to assign Steve Wrightson, PE, to this project, to act in the capacity of Project Manager and personally direct the professional services to be provided by CONSULTANT.

Except as specified in this Agreement, CONSULTANT shall furnish all technical and professional services, including labor, material, equipment, transportation, supervision and expertise to perform all operations necessary and required to satisfactorily complete the services required in this Agreement.

2. Notice to Proceed/Completion of Services

(a) CONSULTANT shall commence services upon receipt of a Notice to Proceed from CITY. Notice shall be deemed to have occurred three (3) calendar days after deposit in the regular course of the United States mail.

(b) When CITY determines that CONSULTANT has satisfactorily completed the services defined in Exhibit "A," CITY shall give CONSULTANT written Notice of Final Acceptance, and CONSULTANT shall not incur any further costs hereunder. CONSULTANT may request this determination of completion when, in its opinion, it has satisfactorily completed the Scope of Work (Exhibit "A"), and if so requested, CITY shall make this determination within fourteen (14) days of such request.

3. Time for Performance

The term of this Agreement will be from contract execution through the duration of the construction of the Primary Treatment Facility Project, or through August 31, 2020, whichever comes later, unless otherwise terminated. CONSULTANT shall deliver the agreed upon services to CITY as specified in Exhibit "A".

4. Payment of Fees and Expenses

Payments shall be made to CONSULTANT on a monthly basis as set forth in the attached Exhibit "B" entitled "Compensation Schedule." All compensation will be based on monthly billings as provided in Exhibit "B." Compensation will not be due until said detailed billing is submitted to CITY within a reasonable time before payment is expected to allow for normal CITY processing. An estimate of the percent of total completion associated with the various categories of the services shall be furnished by CONSULTANT with said billing. When applicable, copies of pertinent financial records will be included with the submission of billing(s) for all direct reimbursables. Compensation shall not exceed the amounts set forth in Exhibit "B" for each phase. In no event shall the total amount of compensation payable under this agreement exceed the sum of Eight Million Fifty One Thousand One Hundred Twenty and No/100 Dollars (\$8,051,120.00) unless upon written modification of this Agreement. All invoices, including detailed backup, shall be sent to City of Sunnyvale, attention Accounts Payable, P.O. Box 3707, Sunnyvale, CA 94088-3707.

5. No Assignment of Agreement

CONSULTANT bind themselves, their partners, successors, assigns, executors, and administrators to all covenants of this Agreement. Except as otherwise set forth in this Agreement, no interest in this Agreement or any of the work provided for under this Agreement shall be assigned or transferred, either voluntarily or by operation of law, without the prior written approval of CITY. However, claims for money due to or to become due to CONSULTANT from CITY under this Agreement may be assigned to a bank, trust company or other financial institutions, or to a trustee in bankruptcy, provided that written notice of any such assignment or transfer shall be first furnished to CITY. In case of the death of one or more members of CONSULTANT's firm, the surviving member or members shall complete the services covered by this Agreement. Any such assignment shall not relieve CONSULTANT from any liability under the terms of this Agreement.

6. Consultant is an Independent Contractor

CONSULTANT is not an agent or employee of CITY but is an independent contractor with full rights to manage its employees subject to the requirements of the law. All persons employed by CONSULTANT in connection with this Agreement will be employees of CONSULTANT and not employees of CITY in any respect. CONSULTANT is responsible for obtaining statutory Workers' Compensation coverage for its employees.

7. Consultant's Services to be Approved by a Registered Professional

All reports, costs estimates, plans and other documents which may be submitted or furnished by CONSULTANT shall be approved and signed by a qualified registered professional in the State of California. The title sheet for calculations, specifications and reports, and each sheet of plans, shall bear the professional seal, certificate number, registration classification, expiration date of certificate and signature of the professional responsible for their preparation.

8. Standard of Care

CONSULTANT represents and maintains that it is skilled in the professional calling necessary to perform the services and its duties and obligations, expressed and implied, contained herein, and CITY expressly relies upon CONSULTANT's representations regarding its skills and knowledge. CONSULTANT shall perform such services and duties in conformance to and consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California.

The plans, designs, specifications, estimates, calculations reports and other documents furnished under the Scope of Work (Exhibit "A") shall be of a quality acceptable to CITY. The criteria for acceptance of the work provided under this Agreement shall be a product of neat appearance, well-organized, technically and grammatically correct, checked and having the maker and checker identified. The minimum standard of appearance, organization and content of the drawings shall be that used by CITY for similar projects.

9. Responsibility of CONSULTANT

CONSULTANT shall be responsible for the professional quality, technical accuracy and the coordination of the services furnished by it under this Agreement. Neither CITY's review, acceptance nor payment for any of the services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement and CONSULTANT shall be and remain liable to CITY in accordance with applicable law for all damages to CITY caused by CONSULTANT's negligent performance of any of the services furnished under this Agreement.

Any acceptance by CITY of plans, specifications, calculations, construction contract documents, reports, diagrams, maps and other material prepared by CONSULTANT shall not, in any respect, absolve CONSULTANT for the responsibility CONSULTANT has in accordance with customary standards of good engineering practice in compliance with applicable Federal, State, County and/or municipal laws, ordinances, regulations, rules and orders.

10. Right of CITY to Inspect Records of CONSULTANT

CITY, through its authorized employees, representatives, or agents, shall have the right, at any and all reasonable times, to audit the books and records including, but not limited to, invoices, vouchers, canceled checks, time cards of CONSULTANT for the purpose of verifying any and all charges made by CONSULTANT in connection with this Agreement. CONSULTANT shall maintain for a minimum period of three (3) years from the date of final payment to CONSULTANT or for any longer period required by law, sufficient books and records in accordance with generally accepted accounting practices to establish the correctness of all charges submitted to CITY by CONSULTANT. Any expenses not so recorded shall be disallowed by CITY.

11. Confidentiality of Material

All ideas, memoranda, specifications, plans, calculations, manufacturing procedures, data, drawings, descriptions, documents, discussions or other information developed or received by or for CONSULTANT and all other written information submitted to CONSULTANT in connection with the performance of this Agreement shall be held confidential by CONSULTANT and shall not, without the prior written consent of CITY be used for any purposes other than the performance of the Project services, nor be disclosed to an entity not connected with the performance of the Project services. Nothing furnished to CONSULTANT which is otherwise known to CONSULTANT or is or becomes generally known to the related industry shall be deemed confidential. CONSULTANT shall not use CITY's name, insignia or distribute exploitative publicity pertaining to the services rendered under this Agreement in any magazine, trade paper, newspaper or other medium without the express written consent of CITY.

12. No Pledging of CITY's Credit

Under no circumstances shall CONSULTANT have the authority or power to pledge the credit of CITY or incur any obligation in the name of CITY.

13. Ownership of Material

All material, including information developed on computer(s), which shall include, but not be limited to, data, sketches, tracings, drawings, plans, diagrams, quantities, estimates, specifications, proposals, tests, maps, calculations, photographs, reports and other material developed, collected, prepared or caused to be

prepared, under this Agreement shall be the property of CITY, but CONSULTANT may retain and use copies thereof.

CITY shall not be limited, in any way, in its use of said material, at any time, for work associated with Project. However, CONSULTANT shall not be responsible for damages resulting from the use of said material for work other than Project, including, but not limited to the release of this material to third parties for work other than on Project.

14. Hold Harmless/Indemnification

To the extent permitted by law (including, without limitation, California Civil Code section 2782.8), CONSULTANT agrees to indemnify, defend and hold harmless CITY, its officers and employees from any and all claims, demands, actions, causes of action, losses, damages, liabilities, known or unknown, and all costs and expenses, including reasonable attorneys' fees in connection with any injury or damage to persons or property to the extent arising out of any negligence, recklessness or willful misconduct of CONSULTANT, its officers, employees, agents, contractor, subcontractors or any officer, agent or employee thereof in relation to CONSULTANT's performance under this Agreement. Such defense and indemnification shall not apply in any instance of and to the extent caused by the sole negligence, recklessness or willful misconduct of CITY, its officers, employees, agents or representatives.

In the event CONSULTANT provides a defense pursuant to this Agreement, CITY agrees to reimburse CONSULTANT on a pro rata basis for all expenses of defense and any judgment or amount paid by CONSULTANT in resolution of such claim. Such pro rata share shall be based upon a final judicial determination of negligence or, in the absence of such determination, by mutual agreement.

15. Insurance Requirements

CONSULTANT shall take out and maintain during the life of this Agreement policies of insurance as specified in Exhibit "C" attached and incorporated by reference, and shall provide all certificates and/or endorsements as specified in Exhibit "C."

16. No Third Party Beneficiary

This Agreement shall not be construed or deemed to be an agreement for the benefit of any third party or parties and no third party or parties shall have any claim or right of action hereunder for any cause whatsoever.

17. Notices

All notices required by this Agreement, other than invoices for payment which shall be sent directly to Accounts Payable, shall be in writing, and shall be personally delivered, sent by first class with postage prepaid, or sent by commercial courier, addressed as follows:

To CITY: Craig Mobeck, City Engineer
Department of Public Works
CITY OF SUNNYVALE
P. O. Box 3707
Sunnyvale, CA 94088-3707

To CONSULTANT: The Covello Group, Inc.
Attn: Steve Wrightson, PE
1660 Olympic Boulevard, Suite 300
Walnut Creek, CA 94596

Nothing in this provision shall be construed to prohibit communication by more expedient means, such as by telephone or facsimile transmission, to accomplish timely communication. However, to constitute effective notice, written confirmation of a telephone conversation or an original of a facsimile transmission must be sent by first class mail, by commercial carrier, or hand-delivered. Each party may change the address by written notice in accordance with this paragraph. Notices delivered personally shall be deemed communicated as of actual receipt; mailed notices shall be deemed communicated as of three days after mailing, unless such date is a date on which there is no mail service. In that event communication is deemed to occur on the next mail service day.

18. Waiver

CONSULTANT agrees that waiver by CITY of any one or more of the conditions of performance under this Agreement shall not be construed as waiver(s) of any other condition of performance under this Agreement.

19. Amendments

No alterations or changes to the terms of this Agreement shall be valid unless made in writing and signed by both parties.

20. Integrated Agreement

This Agreement embodies the agreement between CITY and CONSULTANT and its terms and conditions. No verbal agreements or conversation with any officer, agent or employee of CITY prior to execution of this Agreement shall affect or modify any of the terms or obligations contained in any documents comprising this Agreement. Any such verbal agreement shall be considered as unofficial information and in no way binding upon CITY.

21. Conflict of Interest

CONSULTANT shall avoid all conflicts of interest, or appearance of conflict, in performing the services and agrees to immediately notify CITY of any facts that may give rise to a conflict of interest. CONSULTANT is aware of the prohibition that no officer of CITY shall have any interest, direct or indirect, in this Agreement or in the proceeds thereof. During the term of this Agreement CONSULTANT shall not accept employment or an obligation which is inconsistent or incompatible with CONSULTANT'S obligations under this Agreement.

Pursuant to CITY'S Standard Conflict of Interest Code, Council Policy 7.3.7, CITY has determined that any individual performing services under this Agreement is required to File a Statement of Economic Interest (Form 700), Disclosure Category 1. See www.fppc.ca.gov for Form 700.

22. California Agreement

This Agreement has been entered into in the State of California and this Agreement shall be governed by California law.

23. Records, Reports and Documentation

CONSULTANT shall maintain complete and accurate records of its operation, including any and all additional records required by CITY in writing. CONSULTANT shall submit to CITY any and all reports concerning its performance under this Agreement that may be requested by CITY in writing. CONSULTANT agrees to assist CITY in meeting CITY's reporting requirements to the state and other agencies with respect to CONSULTANT's work hereunder.

All records, reports and documentation relating to the work performed under this Agreement shall be made available to City during the term of this Agreement.

24. Termination of Agreement

If CONSULTANT defaults in the performance of this Agreement, or materially breaches any of its provisions, CITY at its option may terminate this Agreement by giving written notice to CONSULTANT of CITY's intent to terminate the Agreement. CONSULTANT shall have 14 days to cure such default or breach prior to termination. If CITY fails to pay CONSULTANT, CONSULTANT at its option may terminate this Agreement if the failure is not remedied by CITY within thirty (30) days after written notification of failure to pay.

Without limitation to such rights or remedies as CITY shall otherwise have by law, CITY also shall have the right to terminate this Agreement for any reason upon ten (10) days' written notice to CONSULTANT. In the event of such termination, CONSULTANT shall be compensated in proportion to the percentage of services performed or materials furnished (in relation to the total which would have been performed or furnished) through the date of receipt of notification from CITY to terminate. CONSULTANT shall present CITY with any work product completed at that point in time.

25. Subcontracting

None of the services covered by this Agreement shall be subcontracted without the prior written consent of CITY. Such consent may be issued with notice to proceed if subcontract consultants are listed in the project work plan.

26. Fair Employment

CONSULTANT shall not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, condition of physical handicap, religion, ethnic background or marital status, in violation of state or federal law.

27. Changes

CITY or CONSULTANT may, from time to time, request changes in the terms and conditions of this Agreement. Such changes, which are mutually agreed upon by CITY and CONSULTANT, shall be incorporated in amendments to this Agreement.

28. Other Agreements

This Agreement shall not prevent either Party from entering into similar agreements with others.

29. Severability Clause

In case any one or more of the provisions contained herein shall, for any reason, be held invalid, illegal or unenforceable in any respect, it shall not affect the validity of the other provisions which shall remain in full force and effect.

30. Captions

The captions of the various sections, paragraphs and subparagraphs, of the contract are for convenience only and shall not be considered nor referred to for resolving questions of interpretation.

31. Entire Agreement; Amendment

This writing constitutes the entire agreement between the parties relating to the services to be performed or materials to be furnished hereunder. No modification of this Agreement shall be effective unless and until such modification is evidenced by writing signed by all parties.

32. Miscellaneous

Time shall be of the essence in this Agreement. Failure on the part of either party to enforce any provision of this Agreement shall not be construed as a waiver of the right to compel enforcement of such provision or any other provision. This Agreement shall be governed and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Agreement.

ATTEST:

CITY OF SUNNYVALE ("CITY")

By _____
City Clerk

By _____
City Manager

THE COVELLO GROUP, INC. ("CONSULTANT")

By _____

APPROVED AS TO FORM:

Name/Title

City Attorney

By _____

Name/Title

EXHIBIT A
CITY OF SUNNYVALE
WATER POLLUTION CONTROL PLANT – PRIMARY TREATMENT FACILITY
THE COVELLO GROUP, INC. – CONSTRUCTION MANAGEMENT SCOPE OF WORK

I. GENERAL

This scope of work provides Construction Management services for a new Water Pollution Control Plant (WPCP) for the City of Sunnyvale, California. The anticipated work will be an overall rehabilitation as well as new processes and facilities for some portions of the existing WPCP. The Covello Group will serve as the City's Construction Management Consultant (CMC) on various construction projects. This responsibility includes the management and inspection of the Primary Treatment Facility, various construction projects that are a result of the Master Plan, and potentially "gap" projects as needed.

The City expects the CMC to be a focal point for construction oversight of the facility reconstruction process, including the coordination of contractors retained by the City to construct the WPCP projects over multiple years. The CMC shall be responsible for providing various services that include biddability reviews, constructability reviews, construction management, commissioning coordination, construction schedule and budget controls, site safety plan and implementation, records management, public outreach support, coordinating the integration of automation and controls systems for various projects included in the program, multi discipline inspection, and materials testing. The CMC's role is to help the City achieve its goals for construction projects through the following:

- Continuous compliance with the WPCP's water quality requirements throughout construction, commissioning, and start up
- Construction of state-of-the-art wastewater treatment facilities that are energy efficient, safe, environmentally friendly, low maintenance, and cost-effective
- Completion of construction contracts on time and within budget
- Effective management of construction services to ensure high quality, cost-effective, results-oriented services are provided to the City
- Production of high quality plans and specifications for construction projects that minimize the City's exposure to delays, claims and cost overruns
- Effective communication and decision making by the CMC, consultants, contractors, City staff and elected officials during construction
- Construction management services for all the projects included in the program
- Utilization of the program's Records Management System
- Planning, management and controls of the overall construction budgets and schedules
- Planning and management of regulatory and environmental compliance items during construction
- Public outreach during construction
- Coordination of commissioning services during construction for all the projects included in the program
- Coordinating the integration of automation and controls systems during construction for all projects included in the program

This scope of work initially covers the CMC's work for the Primary Treatment Facility Projects which includes:

- Package 1 – Site Preparation
- Package 2 – Headworks and Primary Sedimentation Tanks
- Package 3 – Demolition and Site Restoration

II. PRECONSTRUCTION

1. Constructability Reviews

- a. Constructability reviews will be performed for the following:
 1. Package 1, 75% and 100% design packages.
 2. Package 2, 60%, 90%, and 100% design packages.
 3. Package 3, 30%, 60%, and 100% design packages.
- b. Kickoff Orientation Meeting: The Covello Group (Covello) will attend an initial design coordination meeting for each project and each design package (% level) where the City and Design Consultant (DC) will provide an overview of operation considerations and the project design.
- c. Project Orientation:
 1. Covello will review the available design documents and plant record documents to become orientated with the work.
 2. Covello will review the Package 1, 30% design documents to become familiar with the project status.
 3. Covello will review the Package 2, 30% design documents to become familiar with the project status.
- d. Constructability Review: Covello will conduct Constructability Reviews for each project and design level package identified above and provide comments on the Plans and Specifications for the following:
 1. Conflicts, omissions, and ambiguities between the plans and specifications.
 2. Completeness of the bidding documents.
 3. Coordination between the design disciplines.
 4. Constructability of the project's facilities.
 5. Potential claim areas based on Covello's experience with this type of work.
 6. Plant operations access and operational considerations during construction and after construction during normal operations.
 7. Contractor Qualifications: Covello will provide recommendation on Contractor's, I&C Integration Subcontractor's, and possibly Electrical Subcontractor's experience for inclusion in the Bid Documents when prequalification is not utilized (reference Item II.6.a below for potential Prequalification process).
 8. Sequence & Constraints: Covello will review and provide comments on the construction sequencing, constraints and shutdowns initially developed by the City/DC.
 9. Startup & Testing: Covello will review and provide comments on the project startup and testing requirements initially developed by the City/DC.
 10. Quality Control Testing: Covello will review and assist with developing the Contractors' Quality Control (QC) testing and inspection requirements and Covello's Quality Assurance (QA) role. A tabular matrix that summarizes and consolidates testing requirements and responsibilities in one location will be developed for inclusion in the Contract Documents for each Project Package.
 11. Covello will confirm that site logistical issues have been addressed including Contractor parking, staging, laydown and storage areas, and ingress/egress for construction and plant operations.

12. Covello will review and provide comments on the Contractors' responsibilities relative to permit requirements including the Mitigation and Monitoring Reporting Program (MMRP).
13. Review of the electrical and instrumentation specifications and drawings will primarily be provided by Todd Beecher, Beecher Engineering. (Not applicable to Package 1 & 3 Projects)
14. Review of the geotechnical aspects of the project will primarily be provided by Dave Mathy, DCM Consulting. (Not applicable to Package 3 Project)
15. Review of the treatment plant process control and automation will primarily be provided by Chuck Fenton. (Not applicable to Package 1 & 3 Projects)

The Constructability Review will not include a comprehensive review of all technical specifications or plans but will concentrate on the areas where our past experience has shown the greatest potential for value is generally found. The review will not include a review for building code compliance, design peer review, design plan check or value engineering. The main purpose of a constructability review is to mitigate potential costly problems and changes during construction. The review can reduce and minimize contractual disputes that often arise during the actual construction of the project.

- e. Review Comments: Detailed written review comments will be provided electronically. Review comments will include plan number and specification number, comment and/or suggestion, Covello reviewer, space for designer's response, weighted system (critical, general or editorial), and space for including follow-up notes.
- f. City/Design Consultant Response: Covello requests that the City/Design Consultants provide written response to Covello's review comments. Covello will review responses to determine if the comments have been adequately incorporated in the documents.
- g. Review Meeting: Covello will meet with the City and DC to review the findings of each of our reviews. Covello will review all meeting minutes and confirm that comments/discussions have been accurately captured.

2. Forecast Schedule

- a. Schedule: Covello will review and provide additional details if necessary to the forecast schedules prepared by the DC. Covello's forecast schedule review will assess whether the construction duration (Contract Period) is reasonable and with the incorporation of any possible milestones into the Construction Contract.
- b. Weather Days: Covello will provide recommendations for allowable weather days for the construction contract.
- c. Liquidated Damages: Covello will provide recommendations for liquidated damages for Substantial Completion and milestones for the construction Contract.

3. Team and Design Meetings/Project Coordination

- a. Covello will attend design and team meetings as necessary.
- b. Covello will be available for project coordination, communication, and to provide technical expertise as necessary for construction decisions during design.

4. Site Safety Plan

- a. Covello will meet and coordinate with City, DC and PMC (Program Management Consultant) to review requirements for development of the Site Safety Plan. Covello will develop the Site Safety Plan that will be included in the Contract Documents for each Project Package. Covello will provide the initial orientation overview of the Site Safety Plan with the Contractor and their subcontractors. The Site Safety Plan is anticipated to summarize and familiarize the Contractors with the existing Site Safety Plan/Requirements and to define safety requirements that the Contractor must implement; including site access for all personnel entering the site through the duration of construction. This Safety Plan will also define safety-related interfaces between Contractors and the plant operations. This is not to be a detailed Cal/OSHA-level safety plan.
- b. Covello's subconsultant, Jim Persons/Safety Pride, will prepare a Site Safety Plan for inclusion in the Contract Documents for Packages 1, 2, and 3.

5. Front End Specifications

- a. Covello will review the City's front end construction specifications and recommend additions and revisions to better suit the needs of the Plant reconstruction program.
- b. Covello will develop the base front end specification template to be utilized for the Program under the Package 1 Project. Covello will update and tailor the front end specifications for Packages 2 and 3.
- c. Covello will provide recommendations to the City regarding the use of informal or formal partnering on program construction projects.

6. Contractor Prequalification/Equipment Procurement

- a. Contractor Prequalification: Covello will provide assistance to the DC, City and PMC during the preparation and review of the General Contractor and Integrator pre-qualification packages for Package 2 Project. This scope of work assumes that the PMC and/or DC is taking the lead with this process.
- b. Upfront Equipment Procurement Assistance: Covello will review documentation and assist with upfront equipment procurement documents as necessary. It is anticipated that three such equipment packages may be developed by the DC for the Package 2 Project.

III. BID PERIOD

1. Bid Advertising

- a. The City will manage the advertisement and issuance of the bid packages to the Contractors.
- b. The City will manage the distribution of bid documents to plan holders and maintain the plan holders list.

2. Prebid Meeting

- a. Covello will attend the prebid meetings.
- b. City will facilitate the meetings.

3. Addendum

- a. DC will review Bidders' questions and prepare addenda.
- b. Covello will assist with review of addenda, prior to issuance, as requested by the City.

- c. DC and City will manage the fielding of questions from Bidders and issuance of addenda.
- 4. **Bid Review:** Covello will assist the City with evaluating and reviewing the bid proposals for completeness, alternate prices and unit prices (if applicable), and determining the lowest responsive, responsible bidder. DC will provide review assistance for technical considerations such as named equipment manufacturers.
- 5. **Insurance and Bond Coordination:** The City will review the Contractor's bonds and evidence of insurance and coordinate resolution of comments and/or non-compliance with the Contractor. Covello will assist with this effort as requested by the City.
- 6. **Notice to Proceed:** The City will prepare and issue the Notice to Proceed.

IV. CONSTRUCTION PHASE

1. Construction Administration

- a. Project Coordination: Covello will act as the project coordinator and the point of contact for all communications with the Contractor. Covello will coordinate the activities of the City, Design Consultant (DC), Program Management Consultant (PMC), and Contractor.
- b. Construction Administration Services: Covello will provide administrative and management services. Covello will receive all correspondence from the Contractor and will address all inquiries from the Contractor and all construction related correspondence. The DC will be responsible for providing any design input.
- c. Covello will facilitate timely decision making through coordination with City staff, the PMC and design consultants during construction.
- d. Covello will develop an action item log for each construction project and manage the log so that actions are completed on time and are documented.
- e. Covello will monitor the Contractor's compliance with the Contract Documents and will address corrective measures with the Contractor when deviations are observed or identified. Covello will notify the City if the Contractor does not appropriately address such corrective measures.

2. Meetings

- a. Preconstruction Conference: Covello will prepare the agenda for the meeting, facilitate the meeting, address administrative and non-design issues, and prepare record of discussions of the meeting for distribution.
- b. Partnering Workshop: Covello will attend the partnering workshop(s) if applicable. Covello will facilitate any "in-formal" workshops, as applicable. If "formal" partnering workshop(s) are held, the facilitator for the workshop(s) will be retained through the construction Contract.
- c. Covello will prepare the agenda for the weekly construction progress meetings, Owner meetings, and other construction meetings required during the project.
- d. Covello will facilitate and prepare the record of discussions for the meetings in Item IV.2.c above. Covello will incorporate all agreed to comments in the record of discussions.

3. Records Management

- a. The PMC has initiated the use of Oracle Unifier for program documents management.
- b. Covello will maintain a construction records management system utilizing the Oracle based Unifier system which the PMC has set up.
- c. Covello will acquire necessary licenses for the Unifier system at a cost of \$1,500 per individual user per year.

- d. Covello will use the Unifier system for management, coordination, logging, tracking, and sharing of all construction documents. All correspondence for the Project including pertinent emails will be stored in the records management system.
- e. Covello will collect, scan and distribute all applicable construction related documents.
- f. Covello will transfer all systems and documents to the City at the end of the Program.

4. Submittals

- a. Covello will establish, implement and coordinate the submittal processing.
- b. Covello will receive the submittals from the Contractor and check for general conformity with the Contract requirements. If obvious deficiencies are apparent in the submittal, Covello will send the submittal back to the Contractor for correction.
- c. Covello will route the submittal to the DC for review and will route the reviewed submittal back to the Contractor. Covello will review comments on submittals to determine if additional follow-up with the Contractor is warranted and to identify prospective scope changes.
- d. Covello will maintain a log and tracking system (Unifier) for submittals. Covello will track the status of submittal review with the DC and the status of shop drawing resubmittals with the Contractor.
- e. The DC will review all design related submittals and submittals related to temporary facilities for compliance with the Contract Documents.
- f. Covello will retain Dave Mathy, DMC Consulting to review shoring and dewatering submittals, if applicable, for compliance with the Contract Documents. The Contractor is responsible for ensuring that shoring is adequate and safe.

5. Clarification Processing

- a. Covello will establish, implement and coordinate the system for processing clarifications.
- b. Covello will receive all requests for information (RFIs) from the Contractor and determine if the request is a valid RFI; if not, Covello will return the RFI to the Contractor with an appropriate response, if required.
- c. Covello will provide a response to the Contractor for any administrative and general RFIs.
- d. Covello will route all other RFIs to the DC.
- e. The DC will review RFIs and provide design response.
- f. Covello will review the DC's response to RFIs, verify acceptability of response and transmit the Clarification Response to the Contractor. If the response materially affects the design, it will be reviewed with the City and/or the DC, as necessary, to verify that the change is required. If the change is required, Covello will issue a change request to the Contractor.
- g. Covello will maintain a system (Unifier) for logging and tracking RFIs. Covello will track the status of RFI review with the DC.
- h. The DC will prepare Design Clarifications where design issues are identified by Covello, the DC, or the City. If the Design Clarification materially affects the design, it will be reviewed with the City and/or the DC, as necessary, to verify that the change is required. If the change is required, Covello will issue a change request to the Contractor. Otherwise, Covello will issue a Clarification Letter to the Contractor. Covello will prepare the Clarification Letter for transmittal to the Contractor of the DC's Design Clarification and other clarifications.

6. Change Order Preparation, Negotiation & Processing

- a. Covello will establish, implement and coordinate the system for processing change orders, potential change orders and other change related correspondence from the Contractor.
- b. The DC will prepare design details for change requests.
- c. Covello will prepare and issue the change request to the Contractor with the appropriate design documents.
- d. Covello will prepare an independent cost estimate and/or verify the acceptability of the Contractor's cost proposal for each change request. The DC's input may be requested for

- specific equipment and material costs.
- e. In the event the Contractor encounters a time sensitive problem where time is not available to negotiate a settlement prior to performing the work, Covello will coordinate with the City and issue a field order. All work done under a field order will be completed on a time and material basis. Field Orders will be approved by the City and accepted by the Contractor before work is initiated.
- f. Covello will prepare change orders for execution by the City and Contractor. Covello will prepare change order pre-authorizations and justifications for the City.
- g. Covello will implement and maintain a system for logging and tracking changes.
- h. Covello will establish and maintain Issues Files. The issue files will compile all data related to specific items that arise that may have cost or time impacts.

7. Progress Payment

- a. Covello will review the initial cost breakdown prepared by the Contractor. Covello will review and process the progress payment requests as required in the Contract Documents and by the California Public Contract Code.
- b. Covello will verify the quantity of stored materials and that they are stored in accordance with the Contract requirements.
- c. Covello will verify the Contractor's construction progress as it relates to the progress billing procedure. Covello will ensure that invoices are in compliance with the appropriate Contract Documents and that payments are only made for services authorized and received by the City.
- d. Covello will perform the administration, preparation and processing of the monthly progress payments.
- e. Covello will prepare the summary cover sheet for the progress payments which will be executed by Covello, the Contractor, and the City.
- f. Covello will keep and maintain complete records of all construction progress payments by Project throughout the life of the Project and submit them to the City at Project acceptance.
- g. Covello will review and provide recommendation regarding the application for final payment, retention release, and Project acceptance.
- h. Covello will coordinate construction costs with the PMC who is responsible for the Financial Oversight of the entire program.
- i. Covello will track contingency levels throughout construction.
- j. When and if requested by the City, State or other agency or public inquiry, Covello will collect but not review the certified payroll from the Contractor.

8. Scheduling

- a. Covello will review and work with the Contractor in the development of the initial Baseline schedule.
- b. Covello will review and work with the Contractor in their review and preparation of the monthly schedule updates. Covello will request the submittal of recovery schedules/plans if milestones slip.
- c. Covello will provide written comments to the Contractor on the Baseline and update schedules.
- d. Covello will review and monitor schedules for the following elements:
 - 1. Projects are constructed in a logical sequence to keep the plant operational during construction
 - 2. Milestones are included and met
 - 3. Identify potential conflicts or long lead-times and assist with identifying timely cost-effective resolutions to conflicts as they arise
 - 4. Schedules include the necessary timeframes for temporary or permanent shutdowns of plant utility systems, pipelines and treatment processes

5. All necessary compliance/monitoring/surveys for environmental permits and the MMRP are shown on the construction schedule, and all items are tracked and completed on time by the Contractor to avoid unnecessary delays
6. Track start and finish dates and perform CPM analysis as necessary to assess that progress represented on the schedule updates is consistent with actual progress in the field and address with the Contractor when deviations are noted.
7. Weather days allowed and used are properly included.
- e. Covello will recommend schedules be adjusted/revised if necessary.
- f. Covello will review and advise the City on project construction schedules submitted by Contractors.
- g. Covello will coordinate construction schedules with Contractors, City staff and other consultants.
- h. Covello will coordinate construction schedules with the PMC. The PMC will be tasked with incorporating all design and construction schedules into a Master Program Schedule.

9. Field Quality Control

- a. Covello will provide field inspection/observation services to monitor compliance with the Contract Documents. These inspection/observation services include but are not limited to general civil, structural, mechanical, electrical, plumbing, process, automation, controls, and buildings as applicable.
- b. Covello will inspect/observe/monitor the Contractor's compliance with the Contract Documents and will address corrective measures with the Contractor when deviations are observed or identified. Covello will notify the City when the Contractor does not appropriately address such corrective measures.
- c. Covello will prepare and submit a daily inspection report documenting field activities, field crews, Contractor equipment, and field problems.
- d. Covello will prepare and submit weekly statement of working days.
- e. Covello will maintain a Corrective Work Item List. The list will provide a current inventory of required corrections to aid in timely completion of such items.
- f. Covello will provide photographic and video documentation of the project prior to construction. Covello will provide and maintain photographs of field activities for status monitoring of the project.
- g. Covello will monitor the record documents on a monthly basis to determine if they are being maintained by the Contractor.
- h. Covello will coordinate Quality Control (QC) and Quality Assurance (QA) testing with the Contractor. The Contractor shall be required to perform QC testing and Covello will be responsible for providing QA testing. Covello will confirm that test results are submitted and failing test results are adequately addressed and the necessary corrective measures taken until passing tests are ultimately achieved.
- i. Covello will develop and implement a plan that will establish the testing and special inspection protocols for the Contractor. This plan will include a matrix to list and track testing to be performed by the Contractor.
- j. Covello will contract with Smith-Emery to perform QA-level testing for soils and concrete.
- k. Special Inspection: An allowance is included for Package 2 for any "special inspection" not provided by the Contractor in the Contract Documents. Covello will contract with Smith-Emery for such "special inspection".
- l. Electrical: Covello will retain Beecher Engineering for technical support, assistance and periodic observations of the installation and testing of the critical components of the electrical and instrumentation portions of Package 2.
- m. Automation/Control System and Operations: Covello will retain Chuck Fenton for technical support, assistance and periodic observations of the installation and testing of the critical components of the Instrumentation and Control system portions of Package 2.

- n. Coating: Covello will retain a coating subconsultant, Bay Area Coating Consultants, to provide QA-level inspection and testing of the following specialized coatings and linings on Package 2. No work is currently included for Packages 1 or 3:
 - 1. Coatings in submerged locations.
 - 2. Final testing of T-Lock lining.
- o. Surveying: Covello will retain Psomas to provide QA-level surveying support services which include:
 - 1. Check horizontal and vertical survey control established by the Contractors for Packages 1 and 2.
 - 2. Spot check the grade and location of critical structures and pipelines.
 - i. Two survey checks are planned for Package 1
 - ii. Four survey checks are planned for Package 2.
 - 3. No QA surveying is included for Package 3.
 - 4. The Contractor(s) will be responsible for providing a licensed surveyor for Project layout, line and grade surveying/staking and construction operations. The Contractor(s) retain full responsibility for their surveying of the Project.
- j. Hazardous Materials: No provision has been included in the scope of work or budget for observation, testing, and handling of hazardous material.

10. Environmental and Regulatory Conformance

- a. The Contractor will be responsible for environmental compliance, monitoring and surveying as required by the Programmatic Environmental Impact Report (PEIR) and the Mitigation Monitoring and Reporting Program (MMRP).
- b. The Contractor will engage a wildlife biologist and all other special monitors to furnish environmental compliance services during the Project.
- c. Covello will perform QA-level oversight to monitor whether the Contractor's work is being performed in accordance with their regulatory and environmental work scope including the MMRP.
- d. Covello will coordinate with the PMC who will be assisting the City with implementation of the mitigation monitoring plan adopted as part of the PEIR and will be ensuring mitigation measures are included in appropriate plans and specifications.
- e. Covello will perform QA-level oversight to monitor whether the required regulatory, environmental and permit compliance documentation identified in the Contract Documents is completed by the Contractor as necessary. Covello will notify the City if the Contractor fails to follow permits and the MMRP and will direct the Contractor to complete an action plan to regain compliance.
- f. An allowance is included in the Budget Estimates for Packages 1 and 2 for Covello to retain ESA in the event the City and Covello determine that assistance is needed for:
 - Environmental/biological monitoring prior to a Contractor being engaged for a Project
 - If Archaeological Resources are found (MMRP CUL-1)
 - If Human Remains are found (MMRP CUL-2)
- g. Covello will verify final permits and authorizations for use and occupancy have been submitted and approved.

11. State Revolving Fund (SRF) Loan Coordination / Labor Compliance Program

- a. If the City secures SRF financing for the Project, Covello will assist in providing the required documentation for the SRF Loan Program. Covello will assist the City with preparing the necessary documentation for reimbursement requests. This includes project progress reports, quarterly reports from the Contractor for Disadvantage Business Enterprise participation, and Contractor progress invoices.

- b. If applicable, the City will retain a consultant to implement a Labor Compliance Program (LCP) to provide all reporting, documentation and oversight required by the SRF.

12. Means and Methods of Construction

- a. Covello will not have responsibility for directing the means and methods of construction. The Contractor shall be solely responsible for the means and methods of construction.

13. Safety

- a. (i) Covello will comply with appropriate regulatory, project and City regulations regarding necessary safety equipment or procedures used during performance of Covello's work and will take necessary precautions for safe operation of Covello's work, and the protection of Covello's personnel from injury and damage from such work.
(ii) Neither the professional activities of Covello, nor the presence of Covello's employees or sub-consultants at the construction/project site, shall relieve the Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending, or coordinating their work in accordance with the Contract Documents, City regulations, and any health or safety precautions required by any regulatory agencies. Covello and its personnel have no authority to exercise any control over any Contractor or other entity or their employees in connection with their work or any health or safety precautions.
(iii) Covello will follow the City's or Covello's confined space procedures, as applicable, for entry into any existing City confined spaces.
- b. Covello has no authority to exercise control over any construction contractor in connection with their work or health or safety programs and precautions. Except to protect Covello's own personnel and except as may be expressly required elsewhere in the scope of services, Covello has no duty to inspect, observe, correct, or report on health or safety deficiencies of the construction contractor. If Covello becomes aware of safety deficiencies not addressed by Contractor, Covello will notify Contractor and City.

14. Testing & Training

- a. The scope and budget do not include Covello's participation in factory witness testing.
- b. Covello will coordinate training requirements and activities defined in the Contract Documents.
- c. Covello will provide oversight and administration of testing, commissioning, startup activities, plant shutdowns, and plant tie-ins and will coordinate these activities with Contractors, DC, PMC, and the City.
- d. Covello will retain Chuck Fenton to assist with Instrumentation and Control System testing and plant startup. This will generally include oversight of control system and instrumentation installation, calibration, and testing performed by the Contractor prior to checkout and witnessed testing activities that are to be performed by the PMC.
- e. The PMC will attend any SCADA/PLC factory acceptance testing on behalf of the City. The PMC will verify that the Contractor's field calibrations are coordinated with controller programming, witness loop checkout testing to verify successful completion by the Contractor, and verify control system installation following PLC and control system communication testing.

15. Corrective Work Item List

- a. Covello will prepare, monitor and update the Corrective Work Item list with input from the City and DC.
- b. Covello will confirm that the items identified in the Corrective Work Item list are completed in preparation for issuance of the Substantial Completion Certificate.
- c. Covello will prepare the Substantial Completion Certificate for execution by the City and

Contractor when the Corrective Work Items are completed to the City's and Covello's satisfaction.

16. Final Inspection and Punchlist

- a. Final Inspection
 1. Covello will have primary responsibility for conducting the final inspection.
 2. The City will participate and provide input on the final inspection.
 3. DC will provide design input on final inspection items if determined necessary by the City.
 4. Covello will have oversight and final review responsibility for the final inspection.
- b. Covello will prepare the list of outstanding deficiencies.
- c. Covello will prepare and issue the punchlist(s) from the list of deficiencies and provide updates as necessary.
- d. Covello will have primary responsibility for verifying that punchlist work is complete.

17. Warranty Coordination

- a. Covello will maintain a warranty file and a tabular summary of the warranties and their expiration.
- b. Covello will confirm all necessary guarantee and warranty information required by the Contract Documents has been submitted by the Contractor.
- c. Coordination of warranty repair work after Covello's Contract Period for each Package is not included in this Scope of Work or budget.

18. Public Outreach Support

- a. The PMC shall be responsible for all public outreach efforts for the entire program. This includes developing outreach strategies, approaches, and templates to help communicate the scope, status, and objectives of the Program to stakeholders, residents and businesses located in the City.
- b. Covello will coordinate with the PMC and provide the necessary construction project progress updates and photographs for inclusion into outreach efforts and reports.
- c. Covello will attend and participate in the presentation of construction project information to interested stakeholder groups as requested by the City.

19. Project/Program Coordination

- a. The PMC shall take the lead in assisting the City with coordinating all efforts of the Program and shall develop the necessary standards, processes and templates to facilitate this coordination effort. These tools will be utilized so that tasks are well planned and items are being tracked and completed in a timely manner. These documents and processes will also be used to maintain a level of consistency across the program.
- b. The PMC will be responsible for developing a plan for construction interface between the CMC and the PMC. This plan and coordination process will address change identification, documentation, tracking, and resolution procedures; will delegate authority levels; and will define change escalation procedures.
- c. Covello will utilize and implement the process included in the interface plan developed by the PMC under Item b above.
- d. Covello will implement and coordinate decision making and issue resolution using procedures developed by the PMC. These will include approval levels, types of decisions, resolution timelines, and procedures to resolve conflicting issues.

20. Project Closeout

- a. Covello will review the Contractor's record documents to assess if they are reflective of the final field conditions. Covello will transfer the Contractor's record documents to the City.
- b. Covello will prepare necessary City documentation recommending acceptance of the

- completed work.
- c. Covello will turnover project documentation to the City in a timely and orderly manner. Covello will retain all issue files at the end of the project. The City shall have the right to request review and/or copies of the issue files.
 - d. Covello will download from Unifier a complete copy of all files created by Covello during the Project. At Covello's expense, Covello will be allowed to maintain Unifiers licenses and will be granted electronic access to these files in the Unifier system while the Unifier system for these projects is still in operation. After completion of the Project and to the extent available from the City, Covello will have full and complete access to project files created by Covello. Such access, subject to availability of files, shall include the right to copy any and/or all such files at Covello's expense.

21. Dispute Resolution

- a. Claims avoidance, settlement support, and resolution, when possible, of routine disagreements through the normal efforts of the day-to-day project site staff will be performed.
- b. Dispute resolution services using third parties or special processes (e.g. Mediation, Arbitration, Mini-Trials, Dispute Consultants), or those requiring extraordinary efforts by Covello are not included in this Scope of Work. If such non-routine dispute resolution services are required, either an amendment or a separate budget will be authorized.

22. Construction Manager's Field Office

- a. Covello will furnish the field office for the construction management team. The field office will include a conference room for construction meetings. Covello will furnish the furniture, copier, computers and other equipment for the field office.
- b. The Contractor (assuming Package 1 Contractor and subsequent Contractors if office must be moved) will be responsible for installing potable water, electrical services, and internet services to the field office. Covello will define the Contractors' responsibilities for these provisions in the Contract Documents.
- c. The Contractor (the current Package Contractor) will be responsible for emptying the septage holding tank(s).

23. Overtime Allowance

- a. The Budget Estimate includes overtime allowance for inspection support on Packages 1 and 2. This allowance is based on an estimated 20 hours per month for portions of the Work. Actual overtime requirements will depend on the Contractor's operations. Covello's overtime budget will not be exceeded.

24. Project Schedules / Durations

- a. The Budget Estimates and Level of Work Effort in Exhibit B are based on the current understanding of the construction schedule time periods as provided for in the DC's Implementation Schedule dated January 5, 2015 (see Attachment 1). Delay to or extension of the Package schedules could impact the Budget Estimates and Level of Work Effort and necessitate either adjustment to project staffing and scope and/or amendment of the budget.

EXHIBIT B
CITY OF SUNNYVALE - WATER POLLUTION CONTROL PLANT
PRIMARY TREATMENT

The Covello Group, Inc. - Budget Estimate Summary

31-Mar-15

| Package | | Covello/Psomas | Subconsultants | ODCs | Total |
|--------------|------------------------|----------------|----------------|-----------|--------------------|
| 1 | Preconstruction | \$114,290 | \$21,084 | Ø | \$135,374 |
| | Construction | \$1,126,498 | \$55,642 | \$28,000 | \$1,210,140 |
| | Subtotal | \$1,240,788 | \$76,726 | \$28,000 | \$1,345,514 |
| 2 | Preconstruction | \$219,640 | \$39,690 | Ø | \$259,330 |
| | Construction | \$5,609,514 | \$380,308 | \$108,000 | \$6,097,822 |
| | Subtotal | \$5,829,154 | \$419,998 | \$108,000 | \$6,357,152 |
| 3 | Preconstruction | \$36,970 | \$882 | Ø | \$37,852 |
| | Construction | \$278,897 | \$13,705 | \$18,000 | \$310,602 |
| | Subtotal | \$315,867 | \$14,587 | \$18,000 | \$348,454 |
| Total | | \$7,385,809 | \$511,311 | \$154,000 | \$8,051,120 |

EXHIBIT B
CITY OF SUNNYVALE - WATER POLLUTION CONTROL PLANT
PRIMARY TREATMENT FACILITY - SUMMARY
The Covello Group, Inc. - Estimated Level of Effort Budget for Construction Management Services

March 31, 2015

| Description | | Hours | FY15-16 Rate | Amount | 2015 | | | 2016 | | | | | | | | | | | | 2017 | | | | | | | | | | | |
|--------------------------|-------------|--------------|--------------|-------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--|
| | | | | | Oct-15 | Nov-15 | Dec-15 | Jan-16 | Feb-16 | Mar-16 | Apr-16 | May-16 | Jun-16 | Jul-16 | Aug-16 | Sep-16 | Oct-16 | Nov-16 | Dec-16 | Jan-17 | Feb-17 | Mar-17 | Apr-17 | May-17 | Jun-17 | Jul-17 | Aug-17 | Sep-17 | Oct-17 | Nov-17 | |
| Covello/Psomas Labor | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Principal/PM | B.Presser | 1,184 | \$ 230 | \$272,320 | 10 | 10 | 10 | 12 | 12 | 12 | 12 | 12 | 6 | 6 | 12 | 12 | 12 | 12 | 42 | 36 | 36 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | | |
| Construction Manager | S.Wrightson | 5,168 | \$ 215 | \$1,111,120 | 40 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 40 | 40 | 80 | 80 | 80 | 80 | 160 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | | |
| Assistant CM | M.Redig | 7,040 | \$ 165 | \$1,161,600 | 40 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 120 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | | |
| Project Engineer | W.Knudson | 7,100 | \$ 135 | \$958,500 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 80 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | | |
| Office/Field Engineer | TBD | 5,480 | \$ 115 | \$630,200 | 100 | 100 | 160 | 160 | 160 | 160 | 160 | 160 | 80 | 80 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | | |
| Inspector | TBD | 7,360 | \$ 140 | \$1,030,400 | 80 | 80 | 160 | 160 | 160 | 160 | 160 | 160 | - | - | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | | |
| Inspector | TBD | 4,320 | \$ 135 | \$583,200 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 160 | 160 | 160 | 160 | 160 | 160 | 160 | | |
| Inspector | TBD | 1,920 | \$ 135 | \$259,200 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | |
| Administrative Assistant | TBD | 5,580 | \$ 95 | \$530,100 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 80 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | | |
| Overtime Allowance | TBD | 400 | \$ 135 | \$54,000 | - | - | - | - | 20 | 20 | 20 | 20 | 20 | - | - | - | - | - | - | - | - | - | 20 | 20 | 20 | 20 | 20 | 20 | - | | |
| Covello/Psomas Subtotal | | 45,552 | | \$6,590,640 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Escalation | | | | \$424,269 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Covello/Psomas Total | | | | \$7,014,909 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Subconsultants | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Electrical Support | T.Beecher | 580 | \$ 170 | \$98,600 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| I&C Support | C.Fenton | 235 | \$ 170 | \$39,950 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Environmental Monitoring | ESA | LS Allowance | | \$15,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Coating Inspection | BACC | LS Allowance | | \$40,600 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Materials Testing / QA | Smith Emery | LS Allowance | | \$90,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Special Inspection | Smith Emery | Allowance | | \$50,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Shoring Review | D.Mathy | 134 | \$ 210 | \$28,140 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Surveying | Psomas | LS Allowance | | \$45,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Subconsultant Subtotal | | | | \$407,290 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Markup on Subs(5%) | | | | \$20,365 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Escalation | | | | \$22,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Subconsultant Total | | | | \$449,655 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other Direct Costs | | Months | Rate | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Field Office & Equipment | | 59 | Varies | \$154,000 | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ODC Total | | | | \$154,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TOTAL ESTIMATE | | \$7,618,564 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Notes & Assumptions:

Construction Cost Estimate: \$98,480,000

Estimated CM % 7.7%

General:

- Covello's rates include all office expenses for home office telephone, facsimile, computers, in-house reproduction, travel in the Bay Area in personal vehicles.
-
- A 3% annual escalation has been estimated for subconsultants.
- The following class of personnel are subject to prevailing wage rate adjustments as determined by the Department of Industrial Relations; Inspectors, Materials Testing, Specialty Coating Inspectors and Surveyors
- Extraordinary expenses, such as travel outside of the Bay Area are invoiced at cost.
- Subconsultants are invoiced at cost plus five percent.

March 31, 2015

March 31, 2015

EXHIBIT B
CITY OF SUNNYVALE - WATER POLLUTION CONTROL PLANT
PRIMARY TREATMENT FACILITY- Package 1
The Covello Group, Inc. - Estimated Level of Effort and Budget for Construction Management Services

March 31, 2015

| Description | | Hours | FY15-16 Rate | Amount | 2015 | | | 2016 | | | | | | | | | | | | 2017 | | |
|-----------------------------|-------------|--------------|-----------------|--------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| | | | | | Oct-15 | Nov-15 | Dec-15 | Jan-16 | Feb-16 | Mar-16 | Apr-16 | May-16 | Jun-16 | Jul-16 | Aug-16 | Sep-16 | Oct-16 | Nov-16 | Dec-16 | Jan-17 | Feb-17 | Mar-17 |
| Covello/Psomas Labor | | | | | | | | | | | | | | | | | | | | | | |
| Principal/PM | B.Presser | 174 | \$ 230 | \$40,020 | 10 | 10 | 10 | 12 | 12 | 12 | 12 | 12 | 6 | 6 | 12 | 12 | 12 | 12 | 12 | 6 | 6 | |
| Construction Manager | S.Wrightson | 1,140 | \$ 215 | \$245,100 | 40 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 40 | 40 | 80 | 80 | 80 | 80 | 80 | 30 | 30 | |
| Assistant CM | M.Redig | 1,540 | \$ 165 | \$254,100 | 40 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 120 | 160 | 160 | 160 | 80 | 50 | 50 | |
| Project Engineer | W.Knudson | - | \$ 135 | \$0 | | | | | | | | | | | | | | | | | | |
| Office/Field Engineer | TBD | 2,320 | \$ 115 | \$266,800 | 100 | 100 | 160 | 160 | 160 | 160 | 160 | 160 | 80 | 80 | 160 | 160 | 160 | 160 | 160 | 100 | 100 | |
| Inspector | TBD | 2,080 | \$ 140 | \$291,200 | 80 | 80 | 160 | 160 | 160 | 160 | 160 | 160 | - | - | 160 | 160 | 160 | 160 | 160 | 80 | 80 | |
| Inspector | TBD | - | \$ 135 | \$0 | | | | | | | | | | | | | | | | | | |
| Inspector | TBD | - | \$ 135 | \$0 | | | | | | | | | | | | | | | | | | |
| Administrative Assistant | TBD | - | \$ 95 | \$0 | | | | | | | | | | | | | | | | | | |
| Overtime Allowance | TBD | 100 | \$ 135 | \$13,500 | | | | | 20 | 20 | 20 | 20 | 20 | | | | | | | | | |
| Covello/Psomas Subtotal | | 7,354 | | \$1,110,720 | | | | | | | | | | | | | | | | | | |
| Escalation | | | | \$15,778 | | | | | | | | | | | | | | | | | | |
| Covello/Psomas Total | | | | \$1,126,498 | | | | | | | | | | | | | | | | | | |
| Subconsultants | | | | | | | | | | | | | | | | | | | | | | |
| Electrical Support | T.Beecher | | \$ 170 | \$0 | | | | | | | | | | | | | | | | | | |
| I&C Support | C.Fenton | | \$ 170 | \$0 | | | | | | | | | | | | | | | | | | |
| Environmental Monitoring | ESA | LS Allowance | | \$10,000 | | | | | | | | | | | | | | | | | | |
| Coating Inspection | BACC | LS Allowance | | \$0 | | | | | | | | | | | | | | | | | | |
| Materials Testing / QA | Smith Emery | LS Allowance | | \$20,000 | | | | | | | | | | | | | | | | | | |
| Special Inspection | Smith Emery | Allowance | | \$0 | | | | | | | | | | | | | | | | | | |
| Shoring Review | D.Mathy | 24 | \$ 210 | \$5,040 | | | | | | | | | | | | | | | | | | |
| Surveying | Psomas | LS Allowance | | \$17,000 | | | | | | | | | | | | | | | | | | |
| Subconsultant Subtotal | | | | \$52,040 | | | | | | | | | | | | | | | | | | |
| Markup on Subs(5%) | | | | \$2,602 | | | | | | | | | | | | | | | | | | |
| Escalation | | | | \$1,000 | | | | | | | | | | | | | | | | | | |
| Subconsultant Total | | | | \$55,642 | | | | | | | | | | | | | | | | | | |
| Other Direct Costs | | Months | Rate | | | | | | | | | | | | | | | | | | | |
| Field Office & Equipment | | 14 | \$ 2,000 | \$28,000 | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| ODC Total | | | | \$28,000 | | | | | | | | | | | | | | | | | | |
| TOTAL ESTIMATE | | | | \$1,210,140 | | | | | | | | | | | | | | | | | | |

Notes & Assumptions:
Construction Cost Estimate: \$18,700,000
NTP: 9-Nov-15
Construction Period (CDs): 414
Substantial Completion: 27-Dec-16
Closeout: 56 8 weeks
21-Feb-17

Estimated CM % 6.5%

| Escalation Calculation | | | | |
|------------------------|-----------------------------|-----------------------|-------------------------|------------|
| Construction Period | Non Escalated Labor Dollars | FY Escalation Percent | Escalated Labor Dollars | Escalation |
| FY 15-16 | \$584,780 | 0% | \$584,780 | \$0 |
| FY 16-17 | \$525,940 | 3% | \$541,718 | \$15,778 |
| FY 17-18 | \$0 | 3% | \$0 | \$0 |
| FY 18-19 | \$0 | 3% | \$0 | \$0 |
| FY 19-20 | \$0 | 3% | \$0 | \$0 |
| Total | \$1,110,720 | | \$1,126,498 | \$15,778 |

Project Specific Items:

- Construction Cost Estimate is based on November 2014 Project Cost Estimate. Actual construction bid amount could impact project staff and budget estimate.
- Schedule dates are based on Implementation Schedule dated January 5, 2015. Changes to the project schedule could impact project staff and budget estimate.
- The level of effort assumes a reduced work effort for approximately 2 months during the preconsolidation period.
- The budget estimate includes an allowance of 20 hours/month for 5 months for overtime inspection of the Contractor's work and shutdowns.

EXHIBIT B
CITY OF SUNNYVALE - WATER POLLUTION CONTROL PLANT
PRIMARY TREATMENT FACILITY- Package 2

The Covello Group, Inc. - Estimated Level of Effort and Budget for Construction Management Services

March 31, 2015

| Description | | Hours | FY15-16 Rate | Amount | 2016 | 2017 | | | | | | | | | | | | 2018 | | | | | | | | | | | | 2019 | | | | | | | | | | | | |
|--------------------------|-------------|--------------|-----------------|-------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--|
| | | | | | Dec-16 | Jan-17 | Feb-17 | Mar-17 | Apr-17 | May-17 | Jun-17 | Jul-17 | Aug-17 | Sep-17 | Oct-17 | Nov-17 | Dec-17 | Jan-18 | Feb-18 | Mar-18 | Apr-18 | May-18 | Jun-18 | Jul-18 | Aug-18 | Sep-18 | Oct-18 | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 | Apr-19 | May-19 | Jun-19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | |
| Covello/Psomas Labor | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Principal/PM | B.Presser | 1,010 | \$ 230 | \$232,300 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 15 | 15 | 10 | 10 | |
| Construction Manager | S.Wrightson | 3,940 | \$ 215 | \$847,100 | 80 | 90 | 90 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 80 | 80 | 80 | 80 | | | |
| Assistant CM | M.Redig | 5,500 | \$ 165 | \$907,500 | 80 | 110 | 110 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 80 | | |
| Project Engineer | W.Knudson | 5,520 | \$ 135 | \$745,200 | 80 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 80 | 80 | |
| Office/Field Engineer | TBD | 3,160 | \$ 115 | \$363,400 | | 60 | 60 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | | | | | | | | | | | | | | | | | |
| Inspector | TBD | 5,280 | \$ 140 | \$739,200 | | 80 | 80 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | | |
| Inspector | TBD | 4,320 | \$ 135 | \$583,200 | | | | | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | | | | | |
| Electrical Inspector | TBD | 1,920 | \$ 135 | \$259,200 | | | | | | | | | | | | | | | | | | | | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | | | | | |
| Administrative Assistant | TBD | 5,360 | \$ 95 | \$509,200 | 80 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 80 | 80 | 80 | 80 | |
| Overtime Allowance | TBD | 300 | \$ 135 | \$40,500 | | | | | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | | | | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | | | |
| Covello/Psomas Subtotal | | 36,310 | | \$5,226,800 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Escalation | | | | \$382,714 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Covello/Psomas Total | | | | \$5,609,514 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Subconsultants | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Electrical Support | T.Beecher | 580 | \$ 170 | \$98,600 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| I&C Support | C.Fenton | 235 | \$ 170 | \$39,950 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Environmental Monitoring | ESA | LS Allowance | | \$5,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Coating Inspection | BACC | LS Allowance | | \$40,600 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Material Testing / QA | Smith Emery | LS Allowance | | \$60,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Special Inspection | Smith Emery | Allowance | | \$50,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Shoring Review | D.Mathy | 100 \$ 210 | | \$21,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Surveying | Psomas | LS Allowance | | \$28,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Subconsultant Subtotal | | | | \$343,150 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Markup on Subs(5%) | | | | \$17,158 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Escalation | | | | \$20,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Subconsultant Total | | | | \$380,308 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other Direct Costs | | Months | Rate | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Field Office & Equipment | | 36 | \$ 3,000 | \$108,000 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ODC Total | | | | \$108,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TOTAL ESTIMATE | | | | \$6,097,822 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Notes & Assumptions: Estimated CM % 7.9%

Construction Cost Estimate: \$77,000,000

NTP: 10-Jan-17

Construction Period (CDs): 916 30 months

Substantial Completion: 15-Jul-19

Startup Period (CDs): 88 3 months

Startup/Commissioning 11-Oct-19

Closeout (CDs): 56 8 weeks

Closeout Complete: 6-Dec-19

| Escalation Calculation | | | | |
|------------------------|-----------------------------|-----------------------|-------------------------|------------|
| Construction Period | Non Escalated Labor Dollars | FY Escalation Percent | Escalated Labor Dollars | Escalation |
| FY 15-16 | \$0 | 0% | \$0 | \$0 |
| FY 16-17 | \$874,000 | 3% | \$900,220 | \$26,220 |
| FY 17-18 | \$1,921,200 | 3% | \$2,038,201 | \$117,001 |
| FY 18-19 | \$2,004,000 | 3% | \$2,189,825 | \$185,825 |
| FY 19-20 | \$427,600 | 3% | \$481,268 | \$53,668 |
| Total | \$5,226,800 | | \$5,609,514 | \$382,714 |

- Project Specific Items:
- Construction Cost Estimate is based on the November 2014 Cost Estimate. Actual construction bid amount could impact project staff and budget estimate.
 - Schedule dates are based on Implementation Schedule dated January 5, 2015. Changes to the project schedule could impact project staff and budget estimate.
 - The budget estimate includes an allowance of 20 hours/month for 15 months for overtime inspection of the Contractor's work and shutdowns.

EXHIBIT B
CITY OF SUNNYVALE - WATER POLLUTION CONTROL PLANT
PRIMARY TREATMENT FACILITY- Package 3

The Covello Group, Inc. - Estimated Level of Effort and Budget for Construction Management Services

March 31, 2015

| Description | | Hours | FY15-16 Rate | Amount | 2019 | | | 2020 | | | | | | | | |
|-----------------------------|-------------|--------------|-----------------|------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| | | | | | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 |
| Covello/Psomas Labor | | | | | | | | | | | | | | | | |
| Principal/PM | B.Presser | - | \$ 230 | \$0 | | | | | | | | | | | | |
| Construction Manager | S.Wrightson | 88 | \$ 215 | \$18,920 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | |
| Assistant CM | M.Redig | - | \$ 165 | \$0 | | | | | | | | | | | | |
| Project Engineer | W.Knudson | 1,580 | \$ 135 | \$213,300 | 80 | 80 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 140 | |
| Office/Field Engineer | TBD | - | \$ 115 | \$0 | | | | | | | | | | | | |
| Inspector | TBD | - | \$ 140 | \$0 | | | | | | | | | | | | |
| Inspector | TBD | - | \$ 135 | \$0 | | | | | | | | | | | | |
| Inspector | TBD | - | \$ 135 | \$0 | | | | | | | | | | | | |
| Administrative Assistant | TBD | 220 | \$ 95 | \$20,900 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | |
| Overtime Allowance | TBD | - | \$ 135 | \$0 | | | | | | | | | | | | |
| Covello/Psomas Subtotal | | 1,888 | | \$253,120 | | | | | | | | | | | | |
| Escalation | | | | \$25,777.00 | | | | | | | | | | | | |
| Covello/Psomas Total | | | | \$278,897 | | | | | | | | | | | | |
| Subconsultants | | | | | | | | | | | | | | | | |
| Electrical Support | T.Beecher | | \$ 170 | \$0 | | | | | | | | | | | | |
| I&C Support | C.Fenton | | \$ 170 | \$0 | | | | | | | | | | | | |
| Environmental Monitoring | ESA | LS Allowance | | \$0 | | | | | | | | | | | | |
| Coating Inspection | BACC | LS Allowance | | \$0 | | | | | | | | | | | | |
| Materials Testing / QA | Smith Emery | LS Allowance | | \$10,000 | | | | | | | | | | | | |
| Special Inspection | Smith Emery | Allowance | | \$0 | | | | | | | | | | | | |
| Shoring Review | D.Mathy | 10 | \$ 210 | \$2,100 | | | | | | | | | | | | |
| Surveying | Psomas | LS Allowance | | \$0 | | | | | | | | | | | | |
| Subconsultant Subtotal | | | | \$12,100 | | | | | | | | | | | | |
| Markup on Subs(5%) | | | | \$605 | | | | | | | | | | | | |
| Escalation | | | | \$1,000 | | | | | | | | | | | | |
| Subconsultant Total | | | | \$13,705 | | | | | | | | | | | | |
| Other Direct Costs | | Months | Rate | | | | | | | | | | | | | |
| Field Office & Equipment | | 9 | \$ 2,000 | \$18,000 | | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | |
| | | | | | | | | | | | | | | | | |
| ODC Total | | | | \$18,000 | | | | | | | | | | | | |
| TOTAL ESTIMATE | | | | \$310,602 | | | | | | | | | | | | |

Notes & Assumptions:

Construction Cost Estimate: \$2,780,000
NTP: 14-Oct-19
Construction Period (CDs): 274
Substantial Completion: 14-Jul-20
Closeout(CDs): 42
Closeout Complete 25-Aug-20

Estimated CM % 11.2%

Project Specific Items:

- Construction Cost Estimate is based on November 2014 Project Cost Estimate. Actual construction bid amount could impact project staff and budget estimate.
- Schedule dates are based on Implementation Schedule dated January 5, 2015. Changes to the project schedule could impact project staff and budget estimate.

| Escalation Calculation | | | | |
|------------------------|-----------------------------|-----------------------|-------------------------|------------|
| Construction Period | Non Escalated Labor Dollars | FY Escalation Percent | Escalated Labor Dollars | Escalation |
| FY 15-16 | \$0 | 0% | \$0 | \$0 |
| FY 16-17 | \$0 | 3% | \$0 | \$0 |
| FY 17-18 | \$0 | 3% | \$0 | \$0 |
| FY 18-19 | \$0 | 3% | \$0 | \$0 |
| FY 19-20 | \$205,380 | 3% | \$231,157 | \$25,777 |
| Total | \$205,380 | | \$231,157 | \$25,777 |

EXHIBIT B
CITY OF SUNNYVALE
WATER POLLUTION CONTROL PLANT PRIMARY TREATMENT FACILITIES - PACKAGE NO. 1
PRECONSTRUCTION PERIOD SERVICES
THE COVELLO GROUP, INC. - STAFF EFFORT AND BUDGET ESTIMATE
March 31, 2015

| ACTIVITY DESCRIPTION | B. Presser (PIC/PM) | S. Wrightson (CM) | M. Redig (RE) | W. Knudson (PCS/PE) | Discipline Specialists | Subconsultants | | | | TOTAL |
|--|------------------------|----------------------|------------------|------------------------|---------------------------|-----------------------|------------------------|------------------------------------|----------------------|------------|
| | | | | | | D. Mathy (Geotech) | J. Persons (Safety) | C. Fenton (I&C and Start-Up) | T. Beecher (Elec) | |
| Current Billing Rate | \$ 230 | \$ 215 | \$ 165 | \$ 135 | \$ 200 | \$ 210 | \$ 200 | \$ 150 | \$ 170 | |
| | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) |
| 1. 30% Project Review | | | | | | | | | | |
| a. 30% Project Review | 6 | 6 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 18 |
| b. Review Meeting | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Subtotal Hours | 6 | 6 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 18 |
| Subtotal Covello Cost | \$ 1,380 | \$ 1,290 | \$ 990 | \$ - | \$ - | | | | | \$ 3,660 |
| Subtotal Subconsultant | | | | | | \$ - | \$ - | \$ - | \$ - | \$ - |
| 5% Markup | | | | | | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Task 1 | | | | | | | | | | \$ 3,660 |
| 2. 75% Constructability Review | | | | | | | | | | |
| a. 75% Constructability Review | 20 | 32 | 32 | 0 | 0 | 24 | 0 | 0 | 0 | 108 |
| b. Review Meetings | 16 | 16 | 16 | 0 | 0 | 4 | 0 | 0 | 0 | 52 |
| Subtotal Hours | 36 | 48 | 48 | 0 | 0 | 28 | 0 | 0 | 0 | 160 |
| Subtotal Covello Cost | \$ 8,280 | \$ 10,320 | \$ 7,920 | \$ - | \$ - | | | | | \$ 26,520 |
| Subtotal Subconsultant | | | | | | \$ 5,880 | \$ - | \$ - | \$ - | \$ 5,880 |
| 5% Markup | | | | | | \$ 294 | \$ - | \$ - | \$ - | \$ 294 |
| Total Task 2 | | | | | | | | | | \$ 32,694 |
| 3. 100% Constructability Review | | | | | | | | | | |
| a. 100% Constructability Review | 30 | 40 | 40 | 0 | 0 | 16 | 0 | 0 | 0 | 126 |
| b. Review Meetings | 16 | 16 | 16 | 0 | 0 | 4 | 0 | 0 | 0 | 52 |
| Subtotal Hours | 46 | 56 | 56 | 0 | 0 | 20 | 0 | 0 | 0 | 178 |
| Subtotal Covello Cost | \$ 10,580 | \$ 12,040 | \$ 9,240 | \$ - | \$ - | | | | | \$ 31,860 |
| Subtotal Subconsultant | | | | | | \$ 4,200 | \$ - | \$ - | \$ - | \$ 4,200 |
| 5% Markup | | | | | | \$ 210 | \$ - | \$ - | \$ - | \$ 210 |
| Total Task 3 | | | | | | | | | | \$ 36,270 |
| 4. Forecast Schedule Review - LDs / WDs | 4 | 4 | 10 | 0 | 0 | 0 | 0 | 0 | 0 | 18 |
| Total Task 4 | \$ 920 | \$ 860 | \$ 1,650 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,430 |
| 5. Team Meetings/Project Coordination | 28 | 28 | 32 | 0 | 0 | 0 | 0 | 0 | 0 | 88 |
| Total Task 5 | \$ 6,440 | \$ 6,020 | \$ 5,280 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 17,740 |
| 6. Site Safety Plan | 2 | 8 | 4 | 0 | 0 | 0 | 50 | 0 | 0 | 64 |
| Subtotal Covello Cost | \$ 460 | \$ 1,720 | \$ 660 | \$ - | \$ - | | | | | \$ 2,840 |
| Subtotal Subconsultant | | | | | | \$ - | \$ 10,000 | \$ - | \$ - | \$ 10,000 |
| 5% Markup | | | | | | \$ - | \$ 500 | \$ - | \$ - | \$ 500 |
| Total Task 6 | | | | | | | | | | \$ 13,340 |
| 7. Front-End Specification Review/Development | 24 | 24 | 64 | 0 | 0 | 0 | 0 | 0 | 0 | 112 |
| Total Task 7 | \$ 5,520 | \$ 5,160 | \$ 10,560 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 21,240 |
| 8. Bid Period Assistance | 4 | 16 | 16 | 0 | 0 | 0 | 0 | 0 | 0 | 36 |
| Total Task 8 | \$ 920 | \$ 3,440 | \$ 2,640 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 7,000 |
| TOTAL - Precon Period Services (Hours) | 150 | 190 | 236 | 0 | 0 | 48 | 50 | 0 | 0 | 674 |
| TOTAL - Preconstruction Period Services | | | | | | | | | | \$ 135,374 |

\$ 34,500 \$ 40,850 \$ 38,940 \$ - \$ - \$ 10,584 \$ 10,500 \$ - \$ - \$ 135,374

EXHIBIT B
CITY OF SUNNYVALE
WATER POLLUTION CONTROL PLANT PRIMARY TREATMENT FACILITIES - PACKAGE NO. 2
PRECONSTRUCTION PERIOD SERVICES
THE COVELLO GROUP, INC. - STAFF EFFORT AND BUDGET ESTIMATE
March 31, 2015

| | B. Presser (PIC/PM) | S. Wrightson (CM) | M. Redig (RE) | W. Knudson (PCS/PE) | Discipline Specialists | Subconsultants | | | TOTAL |
|--|------------------------|----------------------|------------------|------------------------|---------------------------|-----------------------|------------------------------------|----------------------|------------|
| | | | | | | D. Mathy (Geotech) | C. Fenton (I&C and Start-Up) | T. Beecher (Elec) | |
| Current Billing Rate | \$ 230 | \$ 215 | \$ 165 | \$ 135 | \$ 200 | \$ 210 | \$ 150 | \$ 170 | |
| ACTIVITY DESCRIPTION | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) |
| 1. 30% Project Review | | | | | | | | | |
| a. 30% Project Review | 12 | 12 | 12 | 0 | 0 | 0 | 0 | 0 | 36 |
| b. Review Meeting | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Subtotal Hours | 12 | 12 | 12 | 0 | 0 | 0 | 0 | 0 | 36 |
| Subtotal Covello Cost | \$ 2,760 | \$ 2,580 | \$ 1,980 | \$ - | \$ - | | | | \$ 7,320 |
| Subtotal Subconsultant | | | | | | \$ - | \$ - | \$ - | \$ - |
| 5% Markup | | | | | | \$ - | \$ - | \$ - | \$ - |
| Total Task 1 | | | | | | | | | \$ 7,320 |
| 2. 60% Constructability Review | | | | | | | | | |
| a. 60% Constructability Review | 24 | 40 | 40 | 24 | 24 | 16 | 24 | 24 | 216 |
| b. Review Meetings | 16 | 16 | 16 | 0 | 0 | 0 | 4 | 4 | 56 |
| Subtotal Hours | 40 | 56 | 56 | 24 | 24 | 16 | 28 | 28 | 272 |
| Subtotal Covello Cost | \$ 9,200 | \$ 12,040 | \$ 9,240 | \$ 3,240 | \$ 4,800 | | | | \$ 38,520 |
| Subtotal Subconsultant | | | | | | \$ 3,360 | \$ 4,200 | \$ 4,760 | \$ 12,320 |
| 5% Markup | | | | | | \$ 168 | \$ 210 | \$ 238 | \$ 616 |
| Total Task 2 | | | | | | | | | \$ 51,456 |
| 3. 90% Constructability Review | | | | | | | | | |
| a. 90% Constructability Review | 48 | 64 | 64 | 64 | 40 | 24 | 32 | 32 | 368 |
| b. Review Meetings | 16 | 16 | 16 | 16 | 0 | 4 | 8 | 8 | 84 |
| Subtotal Hours | 64 | 80 | 80 | 80 | 40 | 28 | 40 | 40 | 452 |
| Subtotal Covello Cost | \$ 14,720 | \$ 17,200 | \$ 13,200 | \$ 10,800 | \$ 8,000 | | | | \$ 63,920 |
| Subtotal Subconsultant | | | | | | \$ 5,880 | \$ 6,000 | \$ 6,800 | \$ 18,680 |
| 5% Markup | | | | | | \$ 294 | \$ 300 | \$ 340 | \$ 934 |
| Total Task 3 | | | | | | | | | \$ 83,534 |
| 4. 100% Constructability Review | | | | | | | | | |
| a. 100% Constructability Review | 24 | 32 | 32 | 24 | 0 | 8 | 16 | 16 | 152 |
| b. Review Meeting | 8 | 8 | 8 | 8 | 0 | 0 | 0 | 0 | 32 |
| Subtotal Hours | 32 | 40 | 40 | 32 | 0 | 8 | 16 | 16 | 184 |
| Subtotal Covello Cost | \$ 7,360 | \$ 8,600 | \$ 6,600 | \$ 4,320 | \$ - | | | | \$ 26,880 |
| Subtotal Subconsultant | | | | | | \$ 1,680 | \$ 2,400 | \$ 2,720 | \$ 6,800 |
| 5% Markup | | | | | | \$ 84 | \$ 120 | \$ 136 | \$ 340 |
| Total Task 4 | | | | | | | | | \$ 34,020 |
| 5. Forecast Schedule Review - LDs / WDs | 4 | 8 | 12 | 12 | 0 | 0 | 0 | 0 | 36 |
| Total Task 5 | \$ 920 | \$ 1,720 | \$ 1,980 | \$ 1,620 | \$ - | \$ - | \$ - | \$ - | \$ 6,240 |
| 6. Team Meetings/Project Coordination | 40 | 40 | 40 | 24 | 0 | 0 | 0 | 0 | 144 |
| Total Task 6 | \$ 9,200 | \$ 8,600 | \$ 6,600 | \$ 3,240 | \$ - | \$ - | \$ - | \$ - | \$ 27,640 |
| 7. Front-End Specification Review | 4 | 8 | 8 | 16 | 0 | 0 | 0 | 0 | 36 |
| Total Task 7 | \$ 920 | \$ 1,720 | \$ 1,320 | \$ 2,160 | \$ - | \$ - | \$ - | \$ - | \$ 6,120 |
| 8. Prequal & Equipment Procurement Assist | 56 | 56 | 16 | 16 | 0 | 0 | 0 | 0 | 144 |
| Total Task 8 | \$ 12,880 | \$ 12,040 | \$ 2,640 | \$ 2,160 | \$ - | \$ - | \$ - | \$ - | \$ 29,720 |
| 9. Bid Period Assistance | 4 | 24 | 24 | 24 | 0 | 0 | 0 | 0 | 76 |
| Total Task 9 | \$ 920 | \$ 5,160 | \$ 3,960 | \$ 3,240 | \$ - | \$ - | \$ - | \$ - | \$ 13,280 |
| TOTAL-Preconstruction Period Services(Hours) | 256 | 324 | 288 | 228 | 64 | 52 | 84 | 84 | 1,380 |
| TOTAL - Preconstruction Period Services | | | | | | | | | \$ 259,330 |

\$ 58,880 \$ 69,660 \$ 47,520 \$ 30,780 \$ 12,800 \$ 11,466 \$ 13,230 \$ 14,994 \$ 259,330

EXHIBIT B
CITY OF SUNNYVALE
WATER POLLUTION CONTROL PLANT PRIMARY TREATMENT FACILITIES - PACKAGE NO. 3
PRECONSTRUCTION PERIOD SERVICES
THE COVELLO GROUP, INC. - STAFF EFFORT AND BUDGET ESTIMATE
March 31, 2015

| | B. Presser (PIC/PM) | S. Wrightson (CM) | M. Redig (RE) | W. Knudson (PCS/PE) | Discipline Specialists | Subconsultants | | | TOTAL |
|---|------------------------|-------------------------|------------------|---------------------------|---------------------------|-----------------------|------------------------------------|----------------------|-----------|
| | | | | | | D. Mathy (Geotech) | C. Fenton (I&C and Start-Up) | T. Beecher (Elec) | |
| Current Billing Rate | \$ 230 | \$ 215 | \$ 165 | \$ 135 | \$ 200 | \$ 210 | \$ 150 | \$ 170 | |
| ACTIVITY DESCRIPTION | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) | (Hours) |
| 1. 30% Constructability Review | | | | | | | | | |
| a. 30% Constructability Review | 0 | 8 | 0 | 24 | 0 | 0 | 0 | 0 | 32 |
| b. Review Meeting | 0 | 4 | 0 | 8 | 0 | 0 | 0 | 0 | 12 |
| Subtotal Hours | 0 | 12 | 0 | 32 | | 0 | 0 | 0 | 44 |
| Subtotal Covello Cost | \$ - | \$ 2,580 | \$ - | \$ 4,320 | | | | | \$ 6,900 |
| Subtotal Subconsultant | | | | | | \$ - | \$ - | \$ - | \$ - |
| 5% Markup | | | | | | \$ - | \$ - | \$ - | \$ - |
| Total Task 1 | | | | | | | | | \$ 6,900 |
| 2. 60% Constructability Review | | | | | | | | | |
| a. 60% Constructability Review | 0 | 8 | 0 | 32 | 8 | 4 | 0 | 0 | 52 |
| b. Review Meeting | 0 | 4 | 0 | 8 | 0 | 0 | 0 | 0 | 12 |
| Subtotal Hours | 0 | 12 | 0 | 40 | 8 | 4 | 0 | 0 | 64 |
| Subtotal Covello Cost | \$ - | \$ 2,580 | \$ - | \$ 5,400 | \$ 1,600 | | | | \$ 9,580 |
| Subtotal Subconsultant | | | | | | \$ 840 | \$ - | \$ - | \$ 840 |
| 5% Markup | | | | | | \$ 42 | \$ - | \$ - | \$ 42 |
| Total Task 2 | | | | | | | | | \$ 10,462 |
| 3. 100% Constructability Review | | | | | | | | | |
| a. 100% Constructability Review | 0 | 8 | 0 | 32 | 0 | 0 | 0 | 0 | 40 |
| b. Review Meeting | 0 | 4 | 0 | 8 | 0 | 0 | 0 | 0 | 12 |
| Subtotal Hours | 0 | 12 | 0 | 40 | 0 | 0 | 0 | 0 | 52 |
| Subtotal Covello Cost | \$ - | \$ 2,580 | \$ - | \$ 5,400 | \$ - | | | | \$ 7,980 |
| Subtotal Subconsultant | | | | | | \$ - | \$ - | \$ - | \$ - |
| 5% Markup | | | | | | \$ - | \$ - | \$ - | \$ - |
| Total Task 3 | | | | | | | | | \$ 7,980 |
| 4. Forecast Schedule Review - LDs / WDs | 0 | 2 | 0 | 8 | 0 | 0 | 0 | 0 | 10 |
| Total Task 4 | \$ - | \$ 430 | \$ - | \$ 1,080 | \$ - | \$ - | \$ - | \$ - | \$ 1,510 |
| 5. Team Meetings/Project Coordination | 0 | 8 | 0 | 16 | 0 | 0 | 0 | 0 | 24 |
| Total Task 5 | \$ - | \$ 1,720 | \$ - | \$ 2,160 | \$ - | \$ - | \$ - | \$ - | \$ 3,880 |
| 6. Front-End Specification Review | 0 | 4 | 0 | 16 | 0 | 0 | 0 | 0 | 20 |
| Total Task 6 | \$ - | \$ 860 | \$ - | \$ 2,160 | \$ - | \$ - | \$ - | \$ - | \$ 3,020 |
| 7. Bid Period Assistance | 0 | 4 | 0 | 24 | 0 | 0 | 0 | 0 | 28 |
| Total Task 7 | \$ - | \$ 860 | \$ - | \$ 3,240 | \$ - | \$ - | \$ - | \$ - | \$ 4,100 |
| TOTAL-Preconstruction Period Services(Hours) | 0 | 54 | 0 | 176 | 8 | 4 | 0 | 0 | 242 |
| TOTAL - Preconstruction Period Services | | | | | | | | | \$ 37,852 |

\$ - \$ 11,610 \$ - \$ 23,760 \$ 1,600 \$ 882 \$ - \$ - \$ 37,852

Proposal for Sunnyvale Treatment Plant

QA Surveying for Covello

March 18, 2015 R-1

Psomas will perform QA surveying services requested by designated, authorized staff of Covello Group on the Sunnyvale Treatment Plant project. Because of the nature of this work, our proposal is in the form of number of trips. One trip consists of the following:

| | | |
|--------------------------|------------------------|------------|
| Two-person survey party: | 8 hours @ \$ 250/hr = | \$ 2,000 |
| Office Surveyor: | 20 hours @ \$ 175/hr = | \$ 3,500 |
| Other Direct Costs: | | \$ 150 |
| | 1 Trip | = \$ 5,650 |

The office surveyor time is to 1) receive and process the request; 2) review plans and preparation of field package for the field surveyors (including calculations and uploading data into data collectors); and 3) processing, compiling, analyzing, formatting and submitting the requested data.

As requested by Covello, Psomas proposes the following:

1. PACKAGE #1: EARTHWORK

One trip for initial recon and verification of existing horizontal and vertical survey control. Up to two trips for QA surveys on this portion of the project.

Proposed Budget for QA Surveying Services for Package #1 = \$16,950

2. PACKAGE #2: STRUCTURES

One trip for recon and verification of Contractor's horizontal and vertical survey control. Up to four trips for QA surveys on this portion of the project.

Proposed Budget for QA Surveying Services for Package #2 = \$ 28,250

TOTAL QA SURVEYING SERVICES BUDGET: \$ 45,200

Psomas is signatory to Operating Engineers Local No. 3 and our field surveyors are paid prevailing rates. As required by SB 854, we have registered with the Department of Industrial Relations and are able to provide certified payroll records if requested. Our services will be billed on a time and materials basis in accordance with our attached rate schedule. Psomas understands that for the QA surveys, we will utilize conventional survey technologies. If use of terrestrial scanning technology is required, Psomas will negotiate the scope, deliverables and fee for these additional services.

**FEE SCHEDULE
LAND SURVEYING AND MAPPING SERVICES
FOR
COVELLO – SUNNYVALE TREATMENT PLANT**

Effective March 01, 2015 thru February 28, 2018

Hourly Rates

OFFICE SERVICES

| | |
|-----------|-------------------------------------|
| \$ 92.00 | - project assistant/administrator |
| \$ 100.00 | - CADD technician/editor/intern |
| \$ 120.00 | - assistant surveyor/compiler |
| \$ 140.00 | - surveyor/photogrammetrist |
| \$ 155.00 | - project surveyor/photogrammetrist |
| \$ 175.00 | - senior project surveyor |
| \$ 195.00 | - project manager |
| \$ 210.00 | - project director |

FIELD SERVICES

| | |
|-------------|-----------------------------|
| \$ 180.00 * | - one-person survey party |
| \$ 250.00 * | - two-person survey party |
| \$ 370.00 * | - three-person survey party |

* Hourly rates for field survey parties include normal usage of survey supplies and vehicle expenses.

SPECIAL EQUIPMENT AND OTHER COSTS

Mileage and parking expenses incurred by office employees are charged at cost. Prints, plot media, CD's, messenger service, subsistence, air travel, and other direct expenses will be charged at cost plus five percent. The services of outside consultants will be charged at cost plus fifteen percent. Standard computer and technology costs are incorporated into the above hourly rates.

| | |
|-------------------|------------------------------------|
| \$ 50.00 per hour | - Static Terrestrial Laser Scanner |
| \$ 5,000 per day | - Mobile Terrestrial Laser Scanner |

**PROPOSAL: PROVIDE QUALITY ASSURANCE
INSPECTIONS AND MATERIALS TESTING SERVICES
SUNNYVALE WATER POLLUTION CONTROL PLANT**

All work will be performed on a Time and Materials basis. The descriptions and assumptions below are based on 2015 wage rates (see attached) and are subject to escalation. Smith-Emery inspectors are paid according to the local prevailing wage requirements.

Exclusions: Strength tests or pull tests on concrete anchors. The contractor is expected to provide all required anchor strength tests.

Construction Package 1 – Approximate Construction: Q4 of 2015 through Q1 of 2017

- 1) Evaluate precast structural concrete fabricator's quality-control and testing methods.

Allowance: twelve (12) man hours x \$95/hr = \$1,140

- 2) Three (3) compaction curves to double check Contractor's QC

Allowance: three (3) curves x \$500/ea = \$1,500

- 3) Six (6) sets of four (4) concrete cylinders for retaining wall

Allowance: four (4) man hours x \$95/hr = \$380

Allowance: four (4) cylinder breaks x \$44/cyl. = \$176

Allowance: Six (6) sets x (\$380+\$176) \$556 = \$3,336

- 4) Fifteen (15) x eight (8) hour visits for QA soil compaction testing

Allowance: One Hundred Twenty (120) man hours x \$95/hr = \$11,400

Construction Package 2 – Approximate Construction: Q4 of 2016 through Q4 of 2019

- 1) Sixty (60) sets of four (4) concrete cylinders (equivalent to QA testing every 250cy)

Allowance: four (4) man hours x \$95/hr = \$380

Allowance: four (4) cylinder breaks x \$44/cyl. = \$176

Allowance: Sixty (60) sets x (\$380+\$176) \$556 = \$33,360

PROPOSAL (CONT.): **PROVIDE QUALITY ASSURANCE
INSPECTIONS AND MATERIALS TESTING SERVICES
SUNNYVALE WATER POLLUTION CONTROL PLANT**

- 2) Ten (10) compaction curves to double check Contractor's QC

Allowance: ten (10) curves x \$500/ea = \$5,000

- 3) Fifty (50) x four (4) hour visits for QA soil compaction testing

Allowance: Two-Hundred (200) man hours x \$95/hr = \$19,000

Construction Package 3 – Approximate Construction: Q4 of 2019 through Q3 of 2020

- 1) Twenty-five (25) x four (4) hour visit for QA soil compaction results

Allowance: One-hundred (100) man hours x \$95/hr = \$9,500

Total Package 1 Allowance: \$17,376; say \$20,000

Total Package 2 Allowance: \$57,360; say \$60,000

Total Package 3 Allowance: \$9,500; say \$10,000

March 13, 2015

Mr. Mike Redig P.E
1660 Olympic Boulevard, Suite #300
Walnut Creek, CA 94596

Subject: Proposal for Coating Inspection Services for the City of Sunnyvale

Dear Mr. Redig:

BACC will provide a NACE inspector, written reports and photographs periodically on the Contractors operations when requested to confirm proper surface preparation, coating application procedures, and complete system checks/tests. BACC will follow all SSPC, NACE, and ASTM current specifications and standards. BACC anticipates a Quality Assurance (QA) role and that the Contractor will be responsible for the installation and the day-to-day Quality Control (QC) for the linings/coatings. T-lock Lining inspections will be limited to final checks of the installed system. All reports will be e-mailed to you each day that inspection is performed. All cost is included in hourly rate. Ed Darrimon (President/Principal Consultant) will provide technical assistance as required.

| NACE Coating Inspection Services | | | | |
|--|-------------|----------|-------------|-------------|
| TASK 1: (On Call Inspection) See Attached Basis | | | | |
| Labor Rate | labor-hours | Overtime | Field Truck | Total \$\$ |
| \$98.89 | 208.0 | N/A | (Per hour) | \$20,569.12 |
| TASK 2: (Contingency) | | | | |
| Contingency Allowance | | | | \$20,000.00 |
| Estimated Total: | | | | \$40,569.12 |

Coating Inspection firms now fall under the State of California Prevailing Wage Requirements. The listing as per the Operating Engineers Union is Construction Inspector Group II.

2015 Fees and Payment Schedule

| Coating Inspection Services / NACE Coating Inspector Prevailing Wage Labor Rates for 2015 Building Inspector Group II | |
|--|----------------|
| Regular: | \$98.89 |
| Over Eight Hours/Saturdays: | \$149.50 |
| Sundays and Holidays: | \$158.00 |
| Truck Charge: | \$0.00 per/hr. |
| Four Hour Minimum | |

Please call if you have any questions or, if you want to further discuss the information contained in this proposal.

Respectfully Submitted by:



Ed Darrimon
President
Bay Area Coating Consultants, Inc.
Phone (888) 384-6839
edarrimon@bayareacoating.com
www.bayareacoating.com

Basis for BACC Task 1 Estimate

Package 1:

No BACC inspections

Package 2:

Based on the 30% cost estimates the following coating/lining elements have been identified:

1. Paving, Grading, Yard Piping, and Yard Structures
Painting and Protective Coatings (Div 09000) = \$ 10,000
2. Screen Facility
T-Lock Lining (Div 06000) 14,663SF = \$ 314,934 **TASK 1 – 3 Days**
Mechanical Coating Allowance (Div 09000) = \$ 5,000
3. Grit & Screenings Handling Facility
Mechanical Coating Allowance (Div 09000) = \$ 2,755
4. Influent Pump Station
T-Lock Lining (Div 06000) 5,128 SF = \$ 110,142 **TASK 1 – 2 Days**
Mechanical Coating Allowance (Div 09000) = \$ 11,248
5. Grit Basins
T-Lock Lining (Div 06000) 12,721 SF = \$ 273,223 **TASK 1 – 3 Days**
Mechanical Coating Allowance (Div 09000) = \$ 3,835
6. Primary Sedimentation Tanks
T-Lock Lining (Div 06000) 11,200 SF = \$ 279,765 **TASK 1**
Thermal and Moisture Protection (Pump Gallery) = \$ 30,000 **TASK 1 – 12 Days**
Painting and Protective Coating (Div 09000) = \$ 37,000 **TASK 1**
7. CEPT Facility
Painting and Protective Coating (Div 09000) = \$ 25,000 **TASK 1 – 5 Days**
8. Odor Control Facilities
Painting (Div 09000) = \$ 7,500
9. Power Generation Facility Mods
Painting and Protective Coatings (Div 09000) = \$ 15,000

Package 3:

No BACC inspections

Note: Above items not designated for BACC QA do not require special coating inspections and will be observed by Covello personnel.

EXHIBIT "C"
INSURANCE REQUIREMENTS FOR CONSULTANTS

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work by the Consultant, his agents, representatives, or employees.

Minimum Scope and Limits of Insurance Consultant shall maintain limits no less than:

1. Commercial General Liability: \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury, personal injury and property damage. ISO Occurrence Form CG 0001 or equivalent is required.
2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage. ISO Form CA 0001 or equivalent is required.
3. Workers' Compensation Statutory Limits and Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
4. Errors and Omissions Liability Insurance appropriate to the Consultant's Profession: \$1,000,000 per claim and in the aggregate.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared and approved by the City of Sunnyvale. The consultant shall guarantee payment of any losses and related investigations, claim administration and defense expenses within the deductible or self-insured retention.

Other Insurance Provisions

The general liability policy shall contain, or be endorsed to contain, the following provisions:

1. The City of Sunnyvale, its officials, employees, agents and volunteers are to be covered as additional insureds with respects to liability arising out of activities performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the City of Sunnyvale, its officers, employees, agents or volunteers.
2. For any claims related to this project, the Consultant's insurance shall be primary. Any insurance or self-insurance maintained by the City of Sunnyvale, its officers, officials, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City of Sunnyvale, its officers, officials, employees, agents or volunteers.

4. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

5. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be cancelled except after thirty (30) days' prior written notice, by first class mail, has been given to the City of Sunnyvale.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of not less than A:VII, unless otherwise acceptable to the City of Sunnyvale.

Verification of Coverage

Consultant shall furnish the City of Sunnyvale with original a Certificate of Insurance effecting the coverage required. The certificates are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates are to be received and approved by the City of Sunnyvale prior to commencement of work.



City of Sunnyvale

Agenda Item

15-0439

Agenda Date: 5/5/2015

REPORT TO COUNCIL

SUBJECT

Approve Budget Modification No. 44 in the Amount of \$140,000 to Cover Projected Deficits in the Golf and Tennis Operations Fund for FY 2014/15

BACKGROUND

In 2011, Council approved the dissolution of the Community Recreation Fund and the creation of the Golf and Tennis Operations Fund. The newly configured Fund was first presented in the FY 2012/13 Budget. The intent was for golf and tennis operations to operate as a self-supporting enterprise fund. In FY 2012/13 Council approved a budget modification of \$300,000 to stabilize the Golf and Tennis Fund after the previous restaurant operator terminated its operations at both golf courses.

In December 2014, the new restaurant operator was required to cease services at both golf courses due to failure to pay rent. This resulted in both a revenue loss from rental income and reduced rounds of play at both courses. Due to the revenue loss, the Golf and Tennis Operations Fund is projected to finish FY 2014/15 with a deficit of approximately \$140,000. Therefore, a \$140,000 transfer from the General Fund is needed to balance the Fund through FY 2014/15. Proposals to operate the two restaurants have been reviewed. Negotiations with the selected operators have started and it is anticipated that new license agreements will be brought to Council for approval by summer of this year. The difficulty in attracting and retaining qualified restaurant operators can be attributed to the design and condition of the existing facilities. The buildings are over 40 years old and apart from the addition of a banquet room over 20 years ago at the Sunnyvale Golf Course, very few capital improvements have been made to modernize the facility. In the early 90's and 2000's the golf program generated between one to three million in profit, however those funds were not reinvested back into the facility and were used for other recreational programs. While the City is fortunate to have operators interested in the restaurants, the conditions of the facilities impacts overall feasibility of attracting the types of events that generate revenues and stabilize services.

EXISTING POLICY

Council Policy, Chapter 7, *Planning and Management - Fiscal Long Range Goals and Financial Policies*

7.1A.4.3 - The City's budget appropriation control shall be by program within the same fund for operating programs in the General Fund and Special Revenue Funds. For the Proprietary and Internal Service Funds, expenditures cannot exceed actual revenues plus the planned use of reserves.

ENVIRONMENTAL REVIEW

N/A

DISCUSSION

Staff continues to make good progress in reducing the cost of golf operations through restructuring. Most recently a Golf Operations Manager position was eliminated through attrition and the program restructured under the remaining manager, and operating expenses in FY 2014/15 are projected to end the year approximately \$150,000 under budget. It should be noted that costs have been reduced as much as possible, and any continued reductions may lead to declining service levels over time that will negatively affect revenues due to poor course conditions.

Revenues were projected to increase 5.4% in FY 2014/15 to a total of \$3,852,000; however, they are currently projected to end the year below what was received last fiscal year. As a result, revenues are anticipated to be \$378,000 under original projections. The most significant challenge in FY 2014/15 occurred as a result of the restaurant operator's inability to pay rent reaching back to May 2014. The parties were unable to resolve the issue and both of the restaurants were closed in December 2014, resulting in loss of anticipated rental revenue. Of equal importance is the negative affect the loss of food and beverage services has on the number of tournaments and rounds played. Past experience has shown that revenue from green fees is reduced by up to 10% when the restaurants are closed. Proposals to operate the two restaurants are currently being reviewed and new license agreements will be brought to Council for approval in the next few months.

Over the long term, revenues are projected to grow at a rate of approximately 2% per year, impacted by the general decline in golf play nationally and locally. Although staff continues to make positive strides in reducing operating costs, expenses are projected to grow faster than 2% per year due to the rising costs of personnel and other expenses such as water costs. Currently, the fund is projected to be structurally imbalanced at least until next year when a new restaurant is fully operational. In order to address this, a \$450,000 appropriation from the General Fund will be proposed in the FY 2015/16 Recommended Budget. This will provide enough funding to keep the Golf and Tennis Fund in a positive cash position and allows time for further discussion with Council. After a new restaurant operator is in place staff will continue to look at how to strategically address the long term viability of the golf course operations and the current funding model. A study might be needed to review the options for both courses. If a study is needed, it will require additional resources to conduct a full analysis, and staff will come back to Council to request an appropriation as needed.

The fund also contributes approximately \$390,000 (11% of total operating costs) to the General Fund for its share of administrative and overhead costs such as departmental management, property and liability insurance, attorney services, finance, payroll, and human resources. If the golf courses did not exist, the General Fund would still have to absorb most of these costs as these administrative service costs would not be fully eliminated. So although the enterprise fund is requiring a \$140,000 General Fund contribution this year, it will still provide approximately \$250,000 to the General Fund that would otherwise have to be funded from other sources. This is largely a result of operating savings in the current fiscal year due to vacancies. As such, these operating savings are one time. For FY 2015/16, the \$450,000 proposed subsidy will cover the full administrative overhead budget of \$400,000 as well as the difference between the fund's revenues and direct expenditures.

It is also important to note that the golf course also provides a significant recreational opportunity, and last year approximately 120,000 rounds of golf were played. If we estimate that each round of golf takes approximately three hours, the golf courses provided approximately 360,000 hours of recreation over a one year period.

FISCAL IMPACT

The Golf and Tennis Operations Fund was originally budgeted to end FY 2014/15 with \$89,000 in reserves. With the use of these reserves and operating savings of \$150,000 (for a total of \$239,000), the net impact of the expected revenue loss of \$378,000 is that the fund is projected to finish FY 2014/15 with a deficit of nearly \$140,000. This deficit would result in a negative fund balance, and therefore a \$140,000 transfer from the General Fund is needed to stabilize the Golf and Tennis Operations Fund for the current fiscal year. Budget Modification No. 44 has been prepared to transfer funds from the General Fund to the Golf and Tennis Operations Fund.

Budget Modification No. 44**FY 2014/15**

| | Current | Increase/ (Decrease) | Revised |
|---|----------------|-----------------------------|----------------|
| Golf and Tennis Operations Fund | | | |
| Transfer In from General Fund | \$0 | \$140,000 | \$140,000 |
| General Fund | | | |
| <u>Transfers</u> | | | |
| Transfer Out to Golf and Tennis Operations Fund | \$0 | \$140,000 | \$140,000 |
| <u>Reserves</u> | | | |
| Budget Stabilization Fund | \$38,022,772 | (\$140,000) | \$37,882,772 |

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

ALTERNATIVES

1. Approve Budget Modification No. 44 in the amount of \$140,000 to cover projected deficits in the Golf and Tennis Operations Fund for FY 2014/15.
2. Do not approve Budget Modification No. 44 and provide other direction to staff as Council deems appropriate.

STAFF RECOMMENDATION

Alternative 1: Approve Budget Modification No. 44 in the amount of \$140,000 to cover projected deficits in the Golf and Tennis Operations Fund for FY 2014/15.

Prepared by: Scott Morton, Superintendent of Parks
 Reviewed by: Manuel Pineda, Director of Public Works
 Reviewed by: Grace K. Leung, Director of Finance
 Reviewed by: Robert A. Walker, Assistant City Manager
 Approved by: Deanna J. Santana, City Manager



City of Sunnyvale

Agenda Item

15-0477

Agenda Date: 5/5/2015

Tentative Council Meeting Agenda Calendar



City of Sunnyvale

Tentative Council Meeting Agenda Calendar

Tuesday, May 12, 2015 - City Council

Study Session

- 15-0370** 4:30 P.M. SPECIAL COUNCIL MEETING (Study Session)
JOINT STUDY SESSION WITH PLANNING COMMISSION
Regulating Short-term Residential Rental Units (Study Issue)
Location: Council Chambers
- 15-0371** 5:30 P.M. SPECIAL COUNCIL MEETING (Study Session)
Caltrain and High Speed Rail Presentation
Location: Council Chambers

Public Hearings/General Business

- 15-0343** Approve Changes to the Council Policy on Council Travel and Conferences
- 15-0363** Ratification of Councilmember Larsson as Proxy Alternate to Councilmember Hendricks on the Appointment to Airport and Land Use Commission
- 15-0379** File #: 2014-7624
Location: 1026 Lois Avenue (APN: 198-34-011)
Zoning: R-0
Proposed Project:
Appeal by a neighbor of a Planning Commission Decision approving a DESIGN REVIEW to allow construction of a new two-story home with a total floor area of 2,993 square feet (2,566 square feet living area and a 427-square foot garage) resulting in 49.8 percent floor area ratio (FAR). Applicant / Owner: BO Design (applicant) / Haiyan Gong (owner)
Environmental Review: A Class 1 Categorical Exemption relieves this project from California Environmental Quality Act provisions and City Guidelines.
- 15-0458** Adopt a Resolution to be in Effect Through June 30, 2016 Declaring a Continued Water Emergency, Increasing Stage 1 Water Reduction Target from 15 Percent to 25 Percent, Re-Implementing Stage 1 Water Restrictions, Adding Additional Water Use Restrictions Including Enforcement Actions as Recommended by the State Water Board, and Approving Budget Modification No. 45 adding \$230,000 for Water Conservation and Enforcement Efforts, and Amending the Master Fee Schedule to Add Administrative Fines; Find the Action Exempt from CEQA pursuant to Guideline 15378(b)(2)

Wednesday, May 13, 2015 - City Council**Study Session**

15-0062 6 P.M. SPECIAL COUNCIL MEETING (Study Session)
Board and Commission Interviews

Monday, May 18, 2015 - City Council**Study Session**

15-0380 6 P.M. SPECIAL COUNCIL MEETING (Study Session)
Board and Commission Interviews

Tuesday, May 19, 2015 - City Council**Closed Session**

15-0152 4:30 P.M. SPECIAL COUNCIL MEETING (Closed Session)
Closed Session held pursuant to California Government Code Section
54957.6: CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Teri Silva, Director of Human
Resources; Deanna J. Santana, City Manager
Employee organization: Public Safety Managers Association (PSMA)
Employee organization: Public Safety Officers Association (PSOA)
Employee organization: Sunnyvale Employees Association (SEA)
Employee organization: Sunnyvale Managers Association (SMA)

Study Session

15-0164 5:30 P.M. SPECIAL COUNCIL MEETING (Study Session)
JOINT STUDY SESSION WITH PLANNING COMMISSION
Land Use and Transportation Element (LUTE)
Location: Council Chambers

Special Order of the Day

15-0115 SPECIAL ORDER OF THE DAY - "Schools Goin' Green" Grant Program
Presentation

15-0434 SPECIAL ORDER OF THE DAY - Public Works Week Proclamation
Presentation

Public Hearings/General Business

15-0063 Appoint Applicants to Boards and Commissions

15-0055 Consider Adoption of Local Hiring Program

15-0114 Adopt Success Criteria for the Civic Center Modernization Project

15-0440 File #: 2014-8023
Location: 787 N. Mary Avenue (APN: 165-40-003)
Zoning: MS
Proposed Project: Application for a project on a 4.02-acre site:
USE PERMIT to allow a new 54-foot tall wireless facility (mono-eucalyptus)
in the parking lot of an industrial site.
Applicant / Owner: Verizon Wireless (applicant) / North Mary, LLC (owner)
Environmental Review: Negative Declaration

Thursday, May 21, 2015 - City Council

Public Hearings/General Business

15-0064 8:30 A.M. SPECIAL COUNCIL MEETING
Budget Workshop - Review of the FY 2015/16 Recommended Budget

Tuesday, June 9, 2015 - City Council

Closed Session

15-0153 5 P.M. SPECIAL COUNCIL MEETING (Closed Session)
Closed Session held pursuant to California Government Code Section
54957.6: CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Teri Silva, Director of Human
Resources; Deanna J. Santana, City Manager
Employee organization: Public Safety Managers Association (PSMA)
Employee organization: Public Safety Officers Association (PSOA)
Employee organization: Sunnyvale Employees Association (SEA)
Employee organization: Sunnyvale Managers Association (SMA)

15-0096 6 P.M. SPECIAL COUNCIL MEETING (Closed Session)
Closed Session held pursuant to California Government Code Section
54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Manager

Closed Session held pursuant to California Government Code Section
54957.6: CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: City Council Compensation
Subcommittee
Unrepresented Employee: City Manager

Special Order of the Day

15-0065 SPECIAL ORDER OF THE DAY - Ceremonial Oath of Office for Board and
Commission Members

Presentation

14-0272 PRESENTATION - Initial Study on a Community Choice Energy Program
for the South Bay

Public Hearings/General Business

- 15-0301** Public Hearing - Annual Review of Fees and Charges for Fiscal Year 2015/16
- 15-0302** Proposed FY 2015/16 Rates for Water, Wastewater, and Solid Waste Utilities for Services Provided to Customers Within and Outside City Boundaries
- 15-0303** Annual Public Hearing on FY 2015/16 Budget and Resource Allocation Plan and Establishment of Appropriations Limit

Tuesday, June 23, 2015 - City Council

Closed Session

- 15-0154** 4 P.M. SPECIAL COUNCIL MEETING (Closed Session)
Closed Session held pursuant to California Government Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Teri Silva, Director of Human Resources; Deanna J. Santana, City Manager
Employee organization: Public Safety Managers Association (PSMA)
Employee organization: Public Safety Officers Association (PSOA)
Employee organization: Sunnyvale Employees Association (SEA)
Employee organization: Sunnyvale Managers Association (SMA)
- 15-0097** 5 P.M. SPECIAL COUNCIL MEETING (Closed Session)
Closed Session held pursuant to California Government Code Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Attorney
- Closed Session held pursuant to California Government Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: City Council Compensation Subcommittee
Unrepresented Employee: City Attorney

Study Session

- 15-0116** 6 P.M. SPECIAL COUNCIL MEETING (Study Session)
Results of Civic Center Space Planning and Market Analysis Studies

Public Hearings/General Business

- 15-0184** 2015 2nd Quarterly Consideration of General Plan Amendment Initiation Requests
- 15-0207** Introduce an Ordinance to Approve Two New Affordable Housing Fees - Commercial Linkage Fee and Rental Impact Fee

15-0304 Adopt FY 2015/16 Budget, Fee Schedule, and Appropriations Limit

Tuesday, July 14, 2015 - City Council

Public Hearings/General Business

15-0365 Adopt a Resolution to Approve the Annual Engineer's Report, Confirm the Assessment, and Levy Annual Assessment for The Downtown Parking Maintenance District Assessment for Fiscal Year 2015-2016

15-0421 Approval of Actions Needed to Move Forward with Developing and Launching a Multi-Jurisdictional Community Choice Energy Program in the South Bay

Tuesday, July 28, 2015 - City Council

Public Hearings/General Business

15-0388 Design Review Guidelines for Parking Structures (Study Issue)

Tuesday, August 11, 2015 - City Council

Study Session

15-0443 5:30 P.M. SPECIAL COUNCIL MEETING (Study Session)
Civic Center Site Design and Land Use Alternatives

Public Hearings/General Business

15-0390 Appropriate Locations for Child Care Facilities (Study Issue)

Tuesday, August 18, 2015 - City Council

Public Hearings/General Business

15-0067 TBD - meeting to be held only if necessary

Tuesday, August 25, 2015 - City Council

Study Session

15-0071 6 P.M. SPECIAL COUNCIL MEETING (Study Session)
Board and Commission Interviews (as necessary)

Public Hearings/General Business

15-0373 Car/Ride Share Impacts on Taxicab Franchises and Review of Taxicab Franchise Regulations (Study Issue)

Tuesday, September 15, 2015 - City Council

Public Hearings/General Business

15-0072 Appoint Applicants to Boards and Commissions (as necessary)

15-0369 League of California Cities Peninsula Division 2016 Election of Officers

Tuesday, September 22, 2015 - City Council

Public Hearings/General Business

15-0073 TBD - meeting to be held only if necessary

Tuesday, September 29, 2015 - City Council

Study Session

15-0444 5:30 P.M. SPECIAL COUNCIL MEETING (Study Session)
Review Civic Center Community Workshop Results and Land Use
Opportunities and Constraints

Special Order of the Day

15-0074 SPECIAL ORDER OF THE DAY - Ceremonial Oath of Office for Board and
Commission Members (as necessary)

Tuesday, October 6, 2015 - City Council

Public Hearings/General Business

15-0075 TBD - meeting to be held only if necessary

Tuesday, October 13, 2015 - City Council

Special Order of the Day

15-0471 SPECIAL ORDER OF THE DAY - Annual Fire Safety Poster Contest
Awards Presentation

Public Hearings/General Business

15-0185 2015 3rd Quarterly Consideration of General Plan Amendment Initiation
Requests

Tuesday, October 27, 2015 - City Council

Public Hearings/General Business

15-0077 Agenda items pending - To be scheduled

Tuesday, November 10, 2015 - City Council

Study Session

15-0078 6 P.M. SPECIAL COUNCIL MEETING (Study Session)
Board and Commission Interviews (as necessary)

Tuesday, November 17, 2015 - City Council

Study Session

15-0166 6 P.M. SPECIAL COUNCIL MEETING (Study Session)
Discussion of Council 2016 Intergovernmental Relations Assignments

Public Hearings/General Business

15-0079 Appoint Applicants to Boards and Commissions (as necessary)

15-0392 Evaluate Timing of Park Dedication In-Lieu Fee Calculation and Payment
(Study Issue)

15-0445 Civic Center Land Use and Financing Strategies

Tuesday, December 1, 2015 - City Council

Closed Session

15-0098 6 P.M. SPECIAL COUNCIL MEETING (Closed Session)
Closed Session held pursuant to California Government Code Section
54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Manager

Closed Session held pursuant to California Government Code Section
54957.6: CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: City Council Compensation
Subcommittee
Unrepresented Employee: City Manager

Special Order of the Day

15-0359 SPECIAL ORDER OF THE DAY - Ceremonial Oath of Office for Board and
Commission Members (as necessary)

Tuesday, December 15, 2015 - City Council

Closed Session

15-0099 6 P.M. SPECIAL COUNCIL MEETING (Closed Session)
Closed Session held pursuant to California Government Code Section
54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Attorney

Closed Session held pursuant to California Government Code Section
54957.6: CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: City Council Compensation
Subcommittee
Unrepresented Employee: City Attorney

Public Hearings/General Business

15-0383 Prohibit Smoking inside All Units and in Common Areas of Multi-Family
Residences and Expand Smoking Regulations to Prohibit Smoking near
Doorways and Outdoor Areas of Retail and Commercial Businesses (Study
Issue)

Tuesday, January 5, 2016 - City Council

Public Hearings/General Business

15-0082 Agenda items pending - To be scheduled

Tuesday, January 12, 2016 - City Council

Public Hearings/General Business

15-0083 Agenda items pending - To be scheduled

Friday, January 29, 2016 - City Council

Public Hearings/General Business

15-0084 8:30 A.M. SPECIAL COUNCIL MEETING
Study/Budget Issues Workshop

Tuesday, February 9, 2016 - City Council

Public Hearings/General Business

15-0085 Agenda items pending - To be scheduled

Tuesday, February 23, 2016 - City Council

Public Hearings/General Business

15-0086 Agenda items pending - To be scheduled

Date to be Determined - City Council

Public Hearings/General Business

14-0035 Pilot Bicycle Boulevard Project on East-West and North-South Routes
(Study Issue)

| | |
|----------------|---|
| 14-0273 | Optimization of Wolfe Road for Neighborhood and Commuters via Reconfiguration and Signalization (Study Issue) |
| 14-0429 | Resolution Forming Homestead Road Underground Utility District - Public Hearing |
| 15-0186 | 2015 4th Quarterly Consideration of General Plan Amendment Initiation Requests |



City of Sunnyvale

Agenda Item

15-0376

Agenda Date: 5/5/2015

Information/Action Items

2015 INFORMATION/ACTION ITEMS
COUNCIL DIRECTIONS TO STAFF

| No. | Date Assigned | Directive/Action Required | Dept | Due Date | Date Completed |
|-----|---------------|---|------|--------------|----------------|
| 1. | 2/25/14 | Schedule Rule 20A Resolution for future Council agenda | DPW | TBD | |
| 2. | 1/6/15 | When presenting Investment Policy to Council this coming fall, include option to preclude direct investment in fossil fuels | FIN | October 2015 | |
| 3. | 4/21/15 | Respond to Councilmember Whittum's queries regarding Stanford Medical Facility at 85/Fremont | DPW | | |

**NEW STUDY/BUDGET ISSUES
SPONSORED BY COUNCIL IN 2015**

| No. | Date Requested | Study Issue Title | Requested By | Dept | Issue Paper Approved by City Manager |
|-----|----------------|---|-------------------|------|--------------------------------------|
| 1. | 3/17/15 | Draft a 2016 study issue paper to discuss the concept of using bond money to build affordable housing | Davis/ Whittum | CDD | |



City of Sunnyvale

Agenda Item

15-0294

Agenda Date: 5/5/2015

Board/Commission Meeting Minutes



City of Sunnyvale

Meeting Minutes Parks and Recreation Commission

Wednesday, April 8, 2015

7:00 PM

Council Chambers, City Hall, 456 W. Olive
Ave., Sunnyvale, CA 94086

CALL TO ORDER

Chair Alexander called the meeting to order at 7:01 p.m. in the Council Chambers.

SALUTE TO THE FLAG

Chair Alexander led the salute to the flag.

ROLL CALL

Present: 5 - Chair Henry Alexander III
Vice Chair Craig Pasqua
Commissioner Ralph Kenton
Commissioner Robert Pochowski
Commissioner Andrea Schneck

Council Liaison Vice Mayor Martin-Milius (present)

PRESENTATION

[15-0407](#) American Youth Soccer Organization (AYSO)

President of Sunnyvale AYSO Margaret Noe presented information about the local and national AYSO soccer leagues. She provided details about the league's history, philosophy, participants, and tournaments. Their current goal is to increase their presence in the City of Sunnyvale. She answered Commissioner's questions regarding safety, training, and how the Commission can assist the league. Ms. Noe requested the use of a field for an annual tournament the first weekend of December, which is after the fields are closed. Commissioner Pochowski requested staff bring information regarding the request to a future Commission meeting.

[15-0408](#) Serra Little League

President of Serra Little League John Tracy presented information about the four Little Leagues serving Sunnyvale. He provided details about the Sunnyvale fields

used by the league, the season of play, the Challenger program for developmentally challenged children and Little League's philosophy. He answered Commissioner's questions about the number of children participating in their programs, challenges, and how the Commission can assist the league. Mr. Tracy requested use of the little league fields before March 1, and a space to place their storage container which must be removed from Cupertino Middle School due to a construction project. Commissioner Pochowski asked that an agenda item be added to a future meeting, to discuss the request.

PUBLIC ANNOUNCEMENTS

None.

CONSENT CALENDAR

- 1 A** [15-0358](#) Approval of the Draft Minutes of the Parks and Recreation Commission Meeting of March 11, 2015

Commissioner Pochowski moved and Commissioner Kenton seconded the motion to approve the draft minutes of the Parks and Recreation Commission Meeting of March 11, 2015. The motion carried by the following vote:

Yes: 5 - Chair Alexander III
 Vice Chair Pasqua
 Commissioner Kenton
 Commissioner Pochowski
 Commissioner Schneck

No: 0

PUBLIC COMMENTS

None.

PUBLIC HEARINGS/GENERAL BUSINESS

- 2** [15-0410](#) Capital Improvements Project Review

Parks Manager James Stark presented an overview and status update of the Park Division's capital improvement projects. He provided information about park projects at Baylands, Braly, Encinal, Fair Oaks, Fairwood, Lakewood, Las Palmas, Orchard Gardens, Orchard Heritage, Seven Seas, and Washington Parks as well as the Fremont High School Pool House.

- 3** [15-0411](#) Community Engagement

Superintendent of Community Services Daniel Wax provided Commissioners with

possible opportunities for Community Engagement. Commissioners discussed the ideas of holding Parks and Recreation Commission Meetings at local parks, hearing presentations from recreation program providers, representing the commission at local events, and having more representation from local groups at the meetings. Superintendent of Golf and Parks Scott Morton provided information about user groups at local parks.

Commissioner Kenton moved to have staff bring an overview of the Recreation Center programs to the meeting on June 10, 2015. The motion died for a lack of a second.

Commissioner Pochowski moved to have a presentation at each meeting, decided on by staff and the Chair, not to exceed 20 minutes long, and once a quarter to hold the Commission Meeting in a park and invite the community to attend. Commissioner Kenton seconded the motion. Commissioner Schneck requested a friendly amendment to include a volunteer day at the same park as the Commission's meeting, on a date either before or after the meeting. Commissioner Pochowski rejected the friendly amendment. The motion carried by the following vote:

Yes: 5 - Chair Alexander III
Vice Chair Pasqua
Commissioner Kenton
Commissioner Pochowski
Commissioner Schneck

No: 0

Commissioner Schneck moved to plan a volunteer day once a year at a park in which the Parks and Recreation Commission meeting was held. Commissioner Pochowski seconded the motion. Vice Chair Pasqua made a friendly amendment to increase the volunteer days to four times a year. Commissioner Schneck rejected his friendly amendment. Vice Chair Pasqua made a friendly amendment to increase the volunteer days to twice a year. Commissioner Schneck accepted his friendly amendment.

Superintendent Morton clarified the volunteer event would be coordinated by the Parks Division and Commissioners would participate side by side with the community.

The motion carried by the following vote:

Yes: 5 - Chair Alexander III
Vice Chair Pasqua
Commissioner Kenton
Commissioner Pochowski
Commissioner Schneck

No: 0

Chair Alexander moved and Vice Chair Pasqua seconded the motion to add a community engagement discussion item to the agenda every other meeting. Commissioner Pochowski requested a friendly amendment to add it once a quarter, Chair Alexander rejected the friendly amendment.

Superintendent Wax clarified that the community engagement item, if approved, would be on the agenda every other meeting beginning June 10, 2015.

The motion carried by the following vote:

Yes: 5 - Chair Alexander III
Vice Chair Pasqua
Commissioner Kenton
Commissioner Pochowski
Commissioner Schneck

No: 0

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Commissioner Kenton represented the Parks and Recreation Commission at the Council meeting on March 24, 2015 regarding the Park Use Policies and Related User Fees Study Issue. He reported back that Mayor Griffith complimented the Commission for being active, viable, proposing study issues, and supporting the study issue process.

-Staff Comments

Superintendent Wax reminded the Commissioners of their Special Meeting on April 22, 2015 at 7:30 p.m. He announced the Friends of Sunnyvale Pottery is having a pottery sale on May 1-2. He inquired about the availability of the Commissioners to switch the May Commission meeting to May 20, 2015 as a joint meeting with the Arts Commission to discuss the budget. Commissioners Kenton, Schneck and chair Alexander confirmed their availability.

Superintended Morton announced that the Stevens Creek Trail Feasibility Study

will have community input meetings. The link is on the Public Works web page.

Superintendent Wax announced that the Arts Commission made a recommendation for the Murphy Park public art project. Council will review the three projects on April 21, 2015 and select an artist to provide the artwork.

INFORMATION ONLY REPORTS/ITEMS

[15-0413](#)

Report to Arts Commission: Review and Selection of the
Murphy Park Public Art Project

Staff has no recommendation.

ADJOURNMENT

Chair Alexander adjourned the meeting at 9:24 p.m.



City of Sunnyvale

Meeting Minutes - Draft

Board of Library Trustees

Monday, April 13, 2015

7:00 PM

Library Program Room, Sunnyvale Public
Library, 665 W. Olive Ave., Sunnyvale, CA
94086

Special Meeting - Study Session - Focus Group Meeting with Friends of the Sunnyvale Public Library

CALL TO ORDER

The special meeting was called to order at 7:02 p.m.

ROLL CALL

President of the Friends of the Sunnyvale Public Library, Mark Issak, was in attendance.

Board Member Su's absence is excused.

Council Liaison David Whittum (absent).

Present: 3 - Chair Jill Shanmugasundaram
Board Member Wing-Yin "Carey" Au
Board Member Daniel Bremond

Absent: 1 - Board Member Su "Ray" Zhan

PUBLIC COMMENTS

None.

STUDY SESSION

1 [15-0404](#) Civic Center Modernization Project Focus Group

Assistant City Manager Kent Steffens welcomed Kate Rivard and Pamela Anderson Brule from Anderson Brule Architects. Ms. Brule provided an overview of the Civic Center Modernization Project Plan and current library trends. Discussion ensued regarding library needs and service priorities.

Library Board Members and President Issak shared their visions regarding a new library:

- offer open, flexible floor spaces to allow for maker areas
- a building with the ability to easily add electrical outlets, wiring, etc. to meet growing demands
- offer a wide range of electronic resources and continue to offer a collection that

meets the needs of the diverse community

- continue to offer RFID, automated materials handling system
- provide study rooms, meeting rooms, collaborative spaces and a community room with good acoustics
- larger wifi bandwidth
- dedicated, interactive spaces for children, tweens and teens
- better Friends lobby sale area
- an area dedicated for the Friends that would reduce the handling of items and allow scanning, sorting and online sales all in one location
- an all inclusive Friends book store design which would allow volunteers to process books, sell books and with a donation drop slot

Concerns shared included:

- having the project fail/not having a new library
- a new main library replacing a branch library. There is a need for a branch library in north Sunnyvale.

Comments shared regarding moving the Library to the Sunnyvale Community Center included:

- good idea as it will allow shared use of existing facilities and closer access to seniors
- residents might be hesitant moving the Library east since the current location is within a two mile radius of neighboring libraries and it would also reduce open space

Comments regarding a new library from members of the public included:

- access to a coffee shop
- adequate seating and appropriate to the designated area
- if library is relocated to the Community Center what would current location/space be used for
- adequate storage for the Friends
- RFID tag higher end Friend's items and have the balance due information added to customer's library account
- larger teen collection
- more electrical outlets
- concerns expressed regarding the population of customers that spend all day at the library and issues that arise
- larger ebook collection
- better access to wifi

ADJOURN SPECIAL MEETING

Chair Shanmugasundaram adjourned the meeting at 8:30 p.m.



City of Sunnyvale

Meeting Minutes Arts Commission

Wednesday, April 15, 2015

7:00 PM

Neighborhood Room - Recreation Center,
Sunnyvale Community Center, 550 E.
Remington Drive, Sunnyvale, CA 94087

CALL TO ORDER

Chair Park called the meeting to order at 7 p.m. in the Neighborhood Room.

SALUTE TO THE FLAG

ROLL CALL

Present: 4 - Chair Misuk Park
Commissioner Roberta Kiphuth
Commissioner Robert Lawson
Commissioner Suzanne Moshier

Commissioner Lawson arrived at 7:02 p.m.
Council Liaison Hendricks (absent)

PUBLIC ANNOUNCEMENTS

None.

CONSENT CALENDAR

[15-0400](#) Draft Minutes of the March 18, 2015 Arts Commission Meeting

Commissioner Lawson moved and Commissioner Moshier seconded the motion to approve the draft minutes. The motion carried by the following vote:

Yes: 4 - Chair Park
Commissioner Kiphuth
Commissioner Lawson
Commissioner Moshier

No: 0

PUBLIC COMMENTS

None.

PUBLIC HEARINGS/GENERAL BUSINESS

[15-0345](#) Jay Paul Company/Moffett Gateway Public Art Component

Visual Arts Coordinator Kristin Dance presented the staff report.

Presenters from Jay Paul Company and the artist Cliff Garten were delayed. Chair Park chose to take the agenda items out of order to allow time for their arrival.

NON-AGENDA ITEMS & COMMENTS**-Commissioner Comments**

Chair Park said she heard staff members Tegan McLane, community services manager, and Kristin Dance, community services coordinator, made a good presentation at the Sunnyvale Rotary meeting about City of Sunnyvale Art Programs. Commissioner Lawson was in attendance and said he liked the presentation. He requested the web address to look up pictures of Sunnyvale Art in Private Development. Chair Park discussed an idea for an art bicycle ride, and hopes to have a handout available at the Hands on the Arts festival.

-Staff Comments

Superintendent of Community Services Daniel Wax announced that the Report to Council regarding the Murphy Park public art was moved to April 21, 2015. He confirmed that the May Arts Commission meeting will be held as scheduled on May 20, 2015, but will be a joint meeting with the Parks and Recreation Commission to review the 2015/16 budget.

Ms. McLane invited Commissioners to volunteer for Hands on the Arts by April 24, 2015. She announced the Friends of the Sunnyvale Pottery Studio pottery sale on May 1-2, 2015, 10 a.m.-5 p.m.

Chair Park returned to the regular agenda schedule.

[15-0345](#) Jay Paul Company/Moffett Gateway Public Art Component

Jay Paul Company Sr. Vice President/COO Janette D'Elia described the construction project on Crossman Avenue at E. Java Drive and Moffett Park Drive as two seven-story buildings and a parking garage. She introduced Artist Cliff Garten.

Mr. Garten described the project and his inspiration from the tidal estuaries of the

Bay Area. He described three pieces of art which will be placed along Crossman Avenue. The largest piece is an 8' tall bronze disk placed on a plinth with steps leading to the art piece, which will be located along Crossman Avenue between the two buildings. The disk will have a hole in the middle forming an oculus, and striation similar to a shell or sand formed by the tide. Each building's entryway will have matching art pieces, a sphere shaped with striation and water flowing down the sides. These three pieces meet the public art requirements. A fourth piece, which Jay Paul Company has selected to be placed behind the buildings by the field and parking garage, is a component of the project, but Ms. D'Elia said is not part of the Art in Private Development requirement. Mr. Garten and Ms. D'Elia answered Commissioner's questions regarding the site plan, the location of the art, the size of the art, the design of the landscaping, and the types of public activities anticipated in the areas where the art is situated.

Chair Park opened the public hearing. There were no public comments, and she closed the public hearing.

Commissioner Lawson moved and Vice Chair Moshier seconded the motion to approve Alternative 1: Approve the artwork as it is proposed. The motion carried with the following vote:

Yes: 4 - Chair Park
Commissioner Kiphuth
Commissioner Lawson
Commissioner Moshier

No: 0

The Commissioners explained the rationale for their vote.

Commissioner Kiphuth stated the art meets the requirements. Vice Chair Moshier stated she likes that you can walk around the art and see something in the background. She said she likes that there is plenty of seating available around the art. Commissioner Lawson said that he thought the art could be bigger, because it will appear small in front of a seven-story building. However, he said, 8' is adequate. He said the location allows the art to be seen clearly from Crossman Avenue. He said that he likes the flow between pieces and that it is near an activity so you have an experience close to it; and added he likes Mr. Garten's quote that the piece must "be experienced not looked at." Chair Park stated that it is a spectacular piece, with a level of thought and sophistication. She said the look and feel is cohesive and balanced; the texture and emotionality gives a feeling there is movement; and it creates an environment. She said there is a solid corporate reason to bring up the environmental aspect, in art and landscape, as it unleashes creativity in people, and personnel is a company's biggest expense. She added, this

piece does that.

ADJOURNMENT

Chair Park adjourned the meeting at 7:55 p.m.



City of Sunnyvale

Meeting Minutes - Draft Bicycle and Pedestrian Advisory Commission

Thursday, April 16, 2015

6:30 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

CALL TO ORDER

Chair Jones called the meeting to order at 6:36 p.m. in the West Conference Room.

ROLL CALL

Present 5 - Chair David Jones
Vice Chair Kevin Jackson
Commissioner John Cordes
Commissioner Richard Kolber
Commissioner Margaret Okuzumi

Absent 2 - Commissioner Angela Rausch
Commissioner Kyle Welch

Commissioner Welch's absense was excused.
Commissioner Rausch's absence was excused.
Council Liaison: Mayor Griffith (present)

PUBLIC ANNOUNCEMENTS

Greg Unangst, Mountain View BPAC, invited the Commissioners to BPACs Meetup at the Silicon Valley Bikes! Festival on May 3.

Vice Chair Jackson reported on the Council Study Session on the status of Sidewalk Maintenance and Repairs. He also requested help with Juniper Networks' Earth Day Fair and the Fit & Fun Earth Day Fair. Mr. Jackson shared details on proposed legislation in Sacramento and stated that Bay Area Bike Share is expanding.

Commissioner Kolber announced panel on Housing Affordability on April 18.

CONSENT CALENDAR

1 A. Draft Minutes of the Bicycle and Pedestrian Advisory Commission

Meeting of March 19, 2015

1 B. 2015 Work Plan

Commissioner Kolber moved and Commissioner Cordes seconded the motion to approve the consent calendar. The motion carried by the following vote:

Yes 5 - Chair Jones
Vice Chair Jackson
Commissioner Cordes
Commissioner Kolber
Commissioner Okuzumi

No 0

Absent 2 - Commissioner Rausch
Commissioner Welch

PUBLIC COMMENTS

David Simons, Valley Transportation Authority (VTA) BPAC, reported on the planning conference he attended.

PUBLIC HEARINGS/GENERAL BUSINESS

2. Bike to Work Day Planning

Transportation and Traffic Manager, Shahid Abbas, discussed staffing at the energizer stations and the food and drinks to be bought or donated. Commissioner Cordes asked if the budget could be donated to the Silicon Valley Bicycle Coalition for their grab bags. Mr. Abbas stated that the money is generally used for refreshments. Commissioner Cordes also asked about the number of people who visited the stations last year. Mr. Abbas approximated a couple hundred people. Chair Jones shared information about what worked for his energizer station in the past. Commissioner Okuzumi asked if staff followed up with the inquiry from Walmart. Mr. Abbas stated that staff did not but can look into it. Commissioner Cordes asked about City staff calling for donations and Mr. Abbas stated he would look into the policy. Vice Chair Jackson discussed reporting counts following the event and cautioned Commissioners about servicing bicycles.

3. City of Sunnyvale Bicycle and Pedestrian Policies

Vice Chair Jackson reviewed policies, encouraged Commissioners to be familiar with them, and discussed the importance of policy consideration in Reports to Council for Metropolitan Transportation Commission (MTC) compliance. Commissioner Okuzumi asked about the process for updating the bicycle map. Commissioner Cordes concerned about updating the Bicycle Master Plan. Mr. Abbas stated that the map is scheduled for update next year and that the plan is scheduled for update in 2017. Mr. Abbas stated that Commissioners may request a Study Issue for the next fiscal year budget for Bike Plan updates and that he will also keep Commissioners informed of funding opportunities, if available, to expedite the Bike Plan updates. Vice Chair Jackson requested the MTC Routine Accommodation check list to be included in projects for BPAC review. Mr. Abbas stated that he is not aware of the checklist, nor does VTA or MTC require the City to complete one for projects requiring VTA approval, but that he will follow up on it.

Mr. Simons discussed VTA project prioritization and stated that projects that are on the County's Bike Plan can have access to outside funding. He recommended getting future projects with regional significance, such as connectivity from east to west, on the County list. Chair Jones commented that Section 1 of the Bike Plan has information on these types of projects.

Commissioner Cordes and Commissioner Okuzumi stated that they would like the bicycle and pedestrian policies to be added to the BPAC webpage. Mr. Abbas stated that staff would do this. Mr. Simons suggested including the VTA Bicycle and Pedestrian Design Guidelines to the collection. Mr. Abbas stated that the City follows the California Manual on Uniform Traffic Control Devices. Commissioner Okuzumi asked Mr. Simons if VTA staff could present the differences between VTA Design Guidelines and the CA MUTCD. Mr. Simons stated he would look into it. Mr. Abbas stated that staff will provide a link to the VTA Bicycle Technical Guidelines on the BPAC website.

Robynn MacNeal, member of the public, stated the importance and need of sidewalks being widened in the vicinity of schools.

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Commissioner Cordes asked about the union contact information to discuss City policies that could promote alternative modes of transportation among employees. Mr. Abbas stated that he would email the information. Commissioner Cordes and Commissioner Okuzumi requested an updated list of OneBayArea Grant (OBAG) projects along with projects as presented in the City Bicycle Plan and the

Pedestrian and Safety Opportunities Study for providing effective oversight of the projects. Mr. Abbas stated that it would require a lot of resources and coordination with other departments; however, he will provide regular updates on OBAG projects.

Commissioner Cordes and Commissioner Okuzumi also requested that the Active Items List be updated and organized.

Vice Chair Jackson shared his experience of grant program reviews in previous years and asked if that collaboration and open process could continue. He also suggested a comprehensive project review every couple years and to have on the BPAC webpage links to the Pedestrian Safety and Opportunity Study and the Comprehensive School Traffic Study. Mr. Abbas stated that he would look into getting project overviews for the Commissioners.

-Staff Comments

Mr. Abbas mentioned that the Principal Transportation Engineer, Carol Shariat, sent an email to Commissioners regarding the May 6 presentation on creating healthy, safe streets that help neighborhoods thrive. He also stated that the Commissioners will receive OBAG project updates.

Vice Chair Jackson concerned that the project descriptions on the updated OBAG list don't match the descriptions from the March 2014 meeting minutes. Commissioner Okuzumi concerned about the status of the Fair Oaks/Tasman East Channel Trail project that was on last year's list but is missing from the current list. Vice Chair Jackson requested a reconciliation of projects from both lists. Mr. Abbas stated that he would look into it.

INFORMATION ONLY REPORTS/ITEMS

Active Items List

ADJOURNMENT

Chair Jones adjourned the meeting at 8:35 p.m.



City of Sunnyvale

Meeting Minutes - Draft

Housing and Human Services Commission

Wednesday, April 22, 2015

7:00 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

CALL TO ORDER

Chair Gilbert called the meeting to order at 7:05 p.m.

SALUTE TO THE FLAG

Chair Gilbert led the salute to the flag.

ROLL CALL

Present: 5 - Chair Diana Gilbert
Commissioner Dennis Chiu
Commissioner Patti Evans
Commissioner Chrichelle McCloud
Commissioner Barbara Schmidt
Absent: 2 - Vice Chair Younil Jeong
Commissioner Navpreet (Ruby) Sidhu

Council Liaison Jim Davis (absent)
Vice Chair Younil Jeong (excused absence)
Commissioner Chrichelle McCloud arrived at 7:10 p.m.
Commissioner Navpreet Sidhu (unexcused absence)

PUBLIC ANNOUNCEMENTS

None.

CONSENT CALENDAR

1.A [15-0437](#) Draft Minutes of the Housing and Human Services
Commission Meeting of March 25, 2015

Chair Gilbert asked if anyone wanted to pull the item in the consent calendar for discussion. No one did.

Chair Gilbert asked for a motion.

Commissioner Chiu moved and Commissioner Evans seconded the motion to approve the consent calendar which is comprised of the Draft Minutes of the Housing and Human Services Commission meeting of March 25, 2015. The motion carried by the following vote:

Yes: 4 - Chair Gilbert
Commissioner Chiu
Commissioner Evans
Commissioner Schmidt

No: 0

Absent: 3 - Vice Chair Jeong
Commissioner McCloud
Commissioner Sidhu

PUBLIC COMMENTS

None.

PUBLIC HEARINGS/GENERAL BUSINESS

2 [15-0155](#) Review and Recommend Approval of Draft 2015-20 HUD Consolidated Plan

Housing Officer Suzanne Isé gave a brief report. She explained that the purpose of the Consolidated Plan (ConPlan) is to help plan how the City will spend the funds the City expects to receive from the Department of Housing and Urban Development (HUD) over the next five years.

After some discussion, several questions of staff, and some formatting suggestions from several commissioners, Chair Gilbert opened the public hearing at 7:16 p.m.

Molly Current, Fair Housing Director at Project Sentinel, and also representing the Law Foundation, thanked staff and the Commissioners for supporting the services that the two agencies provide, and for their funding recommendation.

Michelle Schroeder, Attorney at Senior Adults Legal Assistance (SALA), thanked staff and the Commissioners for including goals and priorities in the ConPlan to address the supportive service needs of older adults to help them age in place.

Chair Gilbert closed the public hearing at 7:21 p.m.

Chair Gilbert asked for a motion.

Commissioner Evans moved and Commissioner Schmidt seconded the motion to approve Alternative 1: Recommend that Council adopt the Draft 2015-2020 Consolidated Plan as provided in Attachment 1. The motion carried by the following vote:

Yes: 5 - Chair Gilbert
Commissioner Chiu
Commissioner Evans
Commissioner McCloud
Commissioner Schmidt

No: 0

Absent: 2 - Vice Chair Jeong
Commissioner Sidhu

- 3 [15-0157](#) Consider Draft Housing and Urban Development (HUD) Action Plan and Proposed Human Services Grants for FY 2015-16

Housing Officer Suzanne Isé gave a brief report on the Action Plan, and answered questions from the commissioners.

She noted that the Action Plan, which will become an addendum to the ConPlan, includes more detail about how the City plans to use the grant funds next fiscal year. This Action Plan includes the human services and capital projects that the Commission recommended for CDBG and HOME funding, and other ongoing City programs, such as the housing rehabilitation and rental assistance programs.

Commissioners asked questions about the WorkFirst Sunnyvale and Tenante-Based Rental Assistance (TBRA) programs, and why the staff and commission recommendations regarding the General Fund human services grants were presented as two separate alternatives in the staff report.

Ms. Isé explained that staff is not able to make a recommendation that would conflict with Council Policy, such as recommending grants of less than \$10,000. She also noted that the report to Council will also include the Commission's recommendation for Council to consider.

Chair Gilbert opened the public hearing at 7:30 p.m.

Michelle Schroeder, Attorney at SALA, spoke about SALA's partnership with Sunnyvale Community Services (SCS) to provide free legal services for seniors twice a month at the SCS facility. She thanked staff and the Commissioners for the

funding recommendation to maintain this service.

Chair Gilbert closed the public hearing at 7:33 p.m.

Chair Gilbert asked for a motion.

Commissioner Schmidt moved and Commissioner Evans seconded to recommend Alternatives 1 and 3:

1. Recommend that Council approve the 2015-16 Action Plan as presented in Attachment 1; and
3. Recommend that Council approve the General Fund human services grants as listed in Attachment 3, subject to Council budget appropriations in June.

After some discussion, Commissioner Schmidt rescinded her motion because she misunderstood the details of Alternative 3, and meant to move to recommend Alternatives 1 and 4.

Chair Gilbert asked for another motion.

Commissioner Chiu moved and Commissioner McCloud seconded the motion to recommend Alternatives 1 and 4:

1. Recommend that Council approve the 2015-16 Action Plan as presented in Attachment 1; and
4. Recommend that Council approve the General Fund human services grants as listed in Attachment 4, subject to Council budget appropriations in June. The motion carried by the following vote:

Yes: 5 - Chair Gilbert
Commissioner Chiu
Commissioner Evans
Commissioner McCloud
Commissioner Schmidt

No: 0

Absent: 2 - Vice Chair Jeong
Commissioner Sidhu

Commissioner Chiu added that the reason for not going with staff's recommendation was because it did not include the compromise that they had

reached at the March meeting to award grants of \$5,000 each to Live Oak Adult Day Services and Maitri.

Commissioner Evans and Chair Gilbert noted that they were voting for the current motion now to keep the process moving forward, but they stood by the statements they made at the March meeting, when they voted against the Commission's funding recommendations (now listed as Alternative 4) because they were not consistent with the Council Policy regarding the minimum grant amounts.

Commissioner McCloud added that although she understood the minimum established, she thought it was worthwhile to try and help smaller or less well-established agencies to help them grow.

Commissioner Schmidt added that she was in favor of Alternative 4 because, for the most part, it fell in line with "Scenario B" that staff had presented at the March meeting.

4 [15-0429](#) Recommendation Regarding Proposal for Homelessness Prevention and Rapid Re-Housing (HPRR) Program Funding for FY 2015-16

Housing Officer Suzanne Isé gave a brief report regarding the funding for this new program and the request for proposals staff had issued for Homelessness Prevention and Rapid Re-Housing (HPRR) proposals for FY 2015-16.

She noted that staff only received one proposal, submitted by Sunnyvale Community Services (SCS), despite having disseminated the RFP broadly among regional service providers.

Commissioners noted they were very pleased about this new funding and the opportunity to fund a program like this.

After a brief discussion, Chair Gilbert opened the public hearing at 7:53 p.m.

Jay Pecot, 32-year Sunnyvale resident and SCS staff, spoke on behalf of the proposal and explained that this funding will enable SCS to provide up to 6 months of financial assistance to families who are homeless or at risk of becoming homeless. He is very excited at the prospect of not having to turn people away and instead help them find some stability and get settled. Some of the funds will be used to staff a housing specialist to help these families find a home and stay in it.

Chair Gilbert closed the public hearing at 7:57 p.m.

Commissioner Evans moved and Commissioner Chiu seconded the motion to recommend approval to award \$250,000 in HPRR funding to SCS. The motion carried by the following vote:

Yes: 5 - Chair Gilbert
Commissioner Chiu
Commissioner Evans
Commissioner McCloud
Commissioner Schmidt

No: 0

Absent: 2 - Vice Chair Jeong
Commissioner Sidhu

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Commissioner Evans thanked staff for their efforts to produce the lengthy ConPlan and Action Plan.

Chair Gilbert thanked the City Clerk's staff for providing her with the script to Chair the meetings and offered to forward it to the Vice Chair, and anyone else who is interested in getting it, since she may not be at the next month's meeting.

-Staff Comments

None.

ADJOURNMENT

Chair Gilbert adjourned the meeting at 8:02 p.m.



City of Sunnyvale

Meeting Minutes - Draft Parks and Recreation Commission

Wednesday, April 22, 2015

7:30 PM

Council Chambers, City Hall, 456 W. Olive
Ave., Sunnyvale, CA 94086

Special Meeting - 7:30 PM

CALL TO ORDER

Chair Alexander called the meeting to order at 7:30 p.m. in the Council Chambers.

SALUTE TO THE FLAG

Chair Alexander led the salute to the flag.

ROLL CALL

Present: 4 - Chair Henry Alexander III
Vice Chair Craig Pasqua
Commissioner Ralph Kenton
Commissioner Robert Pochowski
Absent: 1 - Commissioner Andrea Schneck

Council Liaison Vice Mayor Martin-Milius (absent)

PUBLIC ANNOUNCEMENTS

None.

CONSENT CALENDAR

[15-0367](#) Draft Minutes of April 8, 2015 Parks and Recreation
Commission Meeting

Commissioner Kenton moved and Vice Chair Pasqua seconded the motion to approve the minutes. Commissioner Pochowski requested a friendly amendment to revise the minutes. He asked to include in the Presentation section the specific requests made by the leagues; AYSO's request to use the fields for their annual tournament the first weekend in December; Serra Little League's request to use the fields earlier in the season and to see if there is available space for their storage container which is being displaced by the Cupertino School upgrade; and to add

these items to the agenda of a future meeting. Commissioner Kenton accepted the friendly amendment. Motion carried by the following vote:

Yes: 4 - Chair Alexander III
Vice Chair Pasqua
Commissioner Kenton
Commissioner Pochowski

No: 0

Absent: 1 - Commissioner Schneck

PUBLIC COMMENTS

None.

PUBLIC HEARINGS/GENERAL BUSINESS

[15-0308](#) Acknowledge the Department of Public Works' Amendments to the Operational Standards for Acceptance of Land for Park Purposes

Director of Public Works Manuel Pineda presented the staff report. He answered commissioner's questions; which sites brought up this review; how many land candidates would become available for consideration; and what "checks and balances" are in place to ensure the accuracy of the test results from the sites. He also answered questions about the costs related to site clean up and who is responsible to pay for it. Superintendent of Parks and Golf Scott Morton provided the definition of Superfund at Commissioner Kenton's request. Chair Alexander asked what the word "acknowledge" in Alternative 3 means, Director Pineda explained that Alternative 3 is asking for Council to acknowledge these changes to operating standards set by staff, as this is not a change to a Council Policy.

Chair Alexander opened the public hearing. There were no public comments and he closed the public hearing.

Commissioner Pochowski moved and Commissioner Kenton seconded the motion to approve Alternative 3: Recommend that Council acknowledge the Department of Public Works Operational Standards for Acceptance of Land for Park Purposes, as presented in Attachment 3. The motion carried with the following vote:

Yes: 3 - Vice Chair Pasqua
Commissioner Kenton
Commissioner Pochowski

No: 1 - Chair Alexander III

Absent: 1 - Commissioner Schneck

Commissioners explained the rationale for their vote. Commissioner Pochowski voted yes, he stated it seemed reasonable, it gives Council more discretion to evaluate and make a determination how to proceed. Commissioner Pasqua voted yes, he stated he felt the report was well done. He said he had concerns about the Director's technical knowledge to make the final decision, but trusted that consulting experts would be used and "checks and balances" are in place. Commissioner Kenton stated he voted yes to do all we can do to acquire more green space and to be flexible to get more land.

Commissioner Alexander opposed Alternative 3, he stated there is some ambiguity in the report. He said that he could not vote for it with a good conscience because of the possibility of error, but he is not 100% opposed to the idea.

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Commissioner Kenton inquired how land donations come to the City's attention. Director Pineda explained they are primarily in conjunction with development projects.

-Staff Comments

Superintendent Morton announced two activities this Saturday, the Fit and Fun Earth Day Fair and the first workshop of the Civic Center Project, Civic Center Tours. He directed Commissioners to the City website for more information.

ADJOURNMENT

Chair Alexander adjourned the meeting at 8:03 p.m.