

# **City of South San Francisco**

P.O. Box 711 (City Hall, 400 Grand Avenue)  
South San Francisco, CA



## **Regular Meeting Agenda**

**Wednesday, February 6, 2019**

**6:30 PM**

**City Hall, City Manager's Conference Room  
400 Grand Avenue, South San Francisco, CA**

**Measure W Citizens' Oversight Committee**

NOTICE IS HEREBY GIVEN, pursuant to Section 54956 of the Government Code of the State of California, the Measure W Citizens' Oversight Committee of the City of South San Francisco will hold a Regular Meeting on Wednesday, February 6, 2019, at 6:30 p.m., in the City Manager's Conference Room, City Hall, 400 Grand Avenue, South San Francisco, California.

Call To Order.

Roll Call.

Public Comments.

MATTERS FOR CONSIDERATION

1. [Motion to approve the Minutes from the meeting of December 5, 2018.](#)
2. [Report regarding the Community Civic Campus quarterly update for Quarter 2 Fiscal Year 2018-19. \(Marian Lee, Assistant City Manager\)](#)
3. [Report transmitting Measure W Fiscal Year 2018-19 financial reports as of December 31, 2018. \(Justin Lovell, Acting Financial Services Manager\)](#)

Adjournment.



## Legislation Details (With Text)

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**File #:** 18-1107      **Name:**

**Type:** Staff Report      **Status:** Agenda Ready - Administrative Business

**File created:** 12/6/2018      **In control:** Measure W Citizens' Oversight Committee

**On agenda:** 2/6/2019      **Final action:**

**Title:** Report regarding the Community Civic Campus quarterly update for Quarter 2 Fiscal Year 2018-19.  
(Marian Lee, Assistant City Manager)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Attachment 1

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

Report regarding the Community Civic Campus quarterly update for Quarter 2 Fiscal Year 2018-19. (*Marian Lee, Assistant City Manager*)

### **RECOMMENDATION**

**It is recommended that the Measure W Citizens' Oversight Committee receive this Quarter 2 Fiscal Year 2018-19 report regarding the Community Civic Campus project. There are no actions for consideration at this time.**

### **BACKGROUND/DISCUSSION**

The Community Civic Campus project update is presented to the City Council and the Measure W Citizens' Oversight Committee quarterly. Attached is the report that was presented to the City Council on January 23, 2019.

The same verbal presentation will be made to the Committee at its regularly scheduled meeting on February 6, 2019.

Attachment: City Council Staff Report Packet



# City of South San Francisco

P.O. Box 711 (City Hall, 400  
Grand Avenue)  
South San Francisco, CA

## Legislation Text

**File #:** 18-1103  
**Version:** 1

**Agenda Date:** 1/23/2019  
**Item #:** 8.

Report regarding the Community Civic Campus quarterly update for Quarter 2 Fiscal Year 2018/2019 and Schematic Design update. (*Marian Lee, Assistant City Manager*)

### **RECOMMENDATION**

**It is recommended that City Council receive the Community Civic Campus quarterly update for Quarter 2 Fiscal Year 2018/2019 and Schematic Design update.**

### **BACKGROUND/DISCUSSION**

This is an information item providing an update on the Community Civic Campus project for Quarter 2 of Fiscal Year 2018/2019, October 1, 2018 - December 31, 2018.

#### **Schematic Design**

During Quarter 2, the Master Architect team (SmithGroup) continued working on schematic design for the Civic Campus buildings and site. The team focused on conducting additional due diligence regarding the location of underground utilities, property lines and utility easements near the Library and Parks and Recreation building due to findings of inconsistent information. The due diligence is now complete and necessary modifications to the Library and Parks and Recreation building were designed.

The program commitments reflected in the conceptual site plan approved by City Council last year, including building square footages, open space and structure parking are still in place. However, the design team had to make modifications to the Library and Parks and Recreation building due to utility constraints. The building foot print is now longer and narrower than originally envisioned. This necessitated a reduction in the number of structure parking spaces below the building. However, even with the reduction, the parking below the building will be able to accommodate ADA parking and the needs of those that depend on convenient access to the Library and Parks and Recreation programs.

The Library and Parks and Recreation building is three stories. There are two entries, one from Antoinette Lane through the parkside, to the ground floor entry, and the other from El Camino Real to the first floor entry. The ground floor includes multiple event spaces and structured parking. The second floor includes library zones for children and teens and the Discovery Center and Parks and Recreation classrooms. The third floor includes the core library spaces and administrative offices. The Community Theatre/City Council facility is a separate one-story building and will serve multiple purposes to meet the needs of City Council meetings and modest-sized community theater events.

More detailed information about the design is included in Attachment 1 and will be presented by SmithGroup at the City Council meeting.

Both the Police and the Fire facilities made progress with schematic design. These two design efforts are ahead of the other buildings on site and nearing completion. For these public safety buildings, Design Development, the next phase of design is scheduled to start in February.

#### **Procurement and Construction Schedule**

Due to the design progress of the police facility, the project team explored advancing construction of the Police facility, ahead of the Library and Parks and Recreation building, the Community Theatre/City Council facility, and campus.

This would entail the City managing two construction contracts versus one. The conceptual schedule for this approach is included in Attachment 2. The Police facility prequalification process starts March 2019, the construction package will go out for proposals in September 2019, construction will start January 2020, and construction will end May 2021. The construction contract for the Library and Parks Recreation building and the Community Theatre/Council Chamber would follow with the prequalification process starting in October 2019, the construction package going out for proposals in April 2020, the construction starting August 2020, and construction ending November 2022.

All estimated dates are subject to change based on negotiations with selected contractor.

The key benefits associated with a two-construction contract approach include containing project costs and getting an earlier indication of market conditions. To address potential concerns of how breaking the contract in two might be received by the market, the Program Management team (Kitchell) reached out to the construction community and found no indications that competition would be compromised. The City and Kitchell would need to manage two contracts, however, with the current Kitchell and SmithGroup contracts, and additional staff at the Kitchell team, management of the two contracts will not negatively impact the project.

Additional project team efforts accomplished during this quarter include the following:

- Final communications/discussions with the Building Trade Council for the PLA considered and approved by City Council on January 9, 2019;
- Ongoing communications with Bay Area Rapid Transit (BART) regarding an easement agreement to use BART property;
- Ongoing communications with PG&E regarding their easement;
- Ongoing coordination with adjacent development projects, utility undergrounding efforts on Antoinette, Oak Avenue extension design, and GBI improvements on El Camino Real;
- Monthly website updates; and
- Presentation to the Measure W Citizens' Oversight Committee, December 5, 2018

For the next quarter, the team plans to achieve the following goals:

- Complete outreach on Schematic Design for the Library and Parks and Recreation and Community Theatre/Council Chambers buildings and campus;
- Complete 50 percent Design Development for the Police and Fire buildings and start the pre-qualifications process for the Police Facility.

Current outreach efforts include discussions at the City's Parks and Recreation Commission, Library Board of Trustees, Bicycle and Pedestrian Advisory Committee, Planning Commission and Design Review Board meetings, website updates, project posters and comments cards at the Municipal Services Building and the two Library branches, a project newsletter, and a project banner with contact information at the project site.

For Quarter 2, Fiscal Year 2018/19, \$763,274 was expended. The expenses were primarily on design and program management. Attachment 3 includes the budget summary and listing of active service agreements.

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**STRATEGIC PLAN**

This effort meets Strategic Plan Priority #2 Quality of Life and #3, Public Safety. Specifically, this project advances construction of a new Library and Parks and Recreation facility as part of the Community Civic Campus. It also advances construction of new police operations center and design for a new Fire Station.

**FISCAL IMPACT**

This item is informational and has no impact on the City budget. The project budget for construction will be formally approved by City Council through the regular budget approval process.

**CONCLUSION**

The next quarterly update to City Council will be presented in April 2019.

**Attachments:**

1. Schematic Design Presentation
2. Two-Contract Schedule
3. Project Budget Summary and Service Agreements





## CITY COUNCIL MEETING - JANUARY 23, 2019

# PROJECT HISTORY

SMITHGROUP

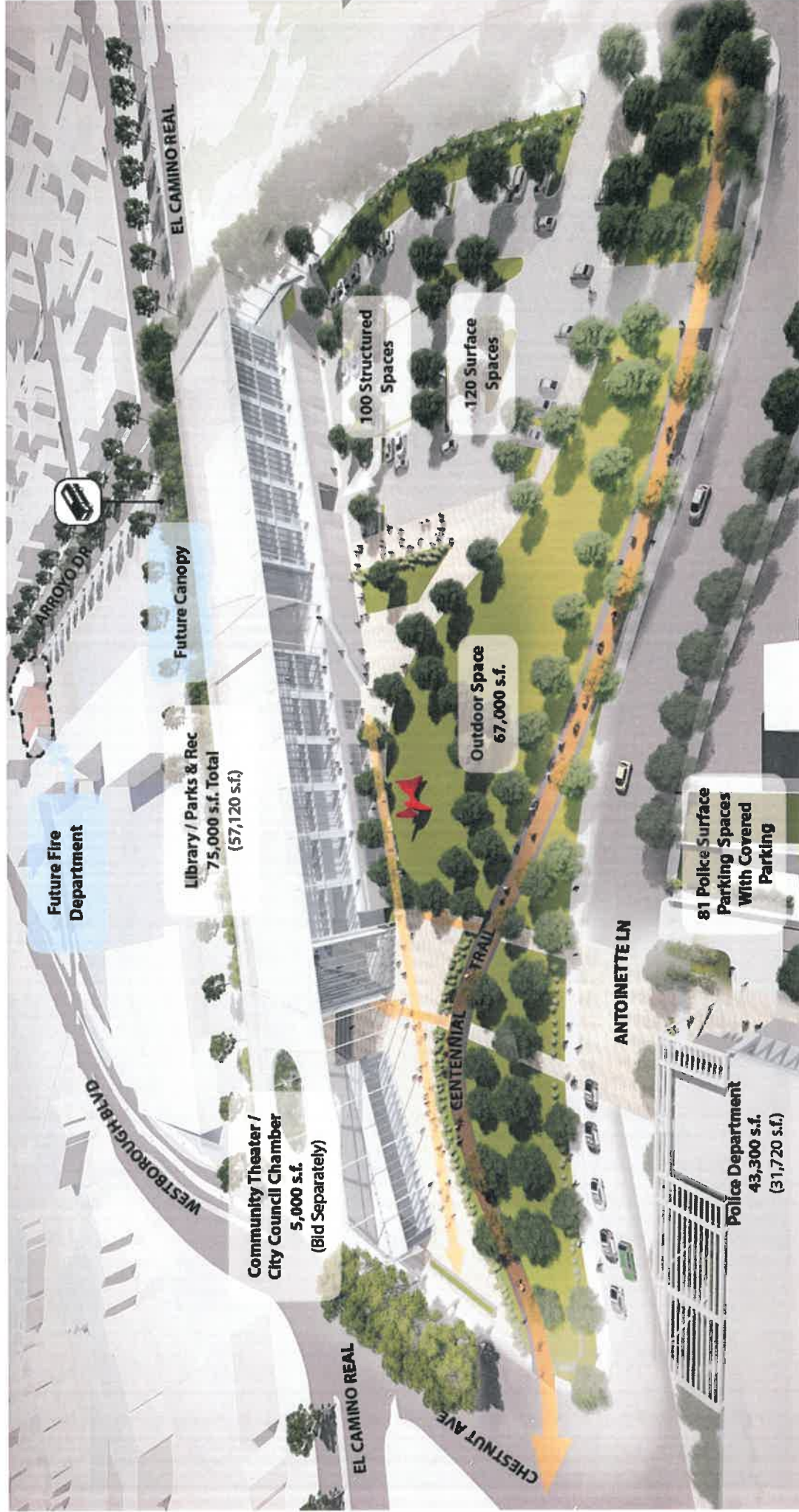
# PROJECT SUMMARY

## COMPONENT MAP



# \$210M MASTER PLAN

APPROVED BY CITY COUNCIL ON 08/22/2018



# **LIBRARY, PARKS & RECREATION AND SHARED FACILITIES**

# LIBRARY + PARKS & REC – SIZE AND AMENITIES

**Cost:** \$120 million (\$27M contingency)

## Building Size:

Library / Parks & Rec: 75,000 sq ft (existing 57,120 sq ft)  
 Community Theater/  
 Council Chambers: 5,000 sq ft (existing 3,700 sq ft)

**Parking:** 220 Spaces (existing 200 spaces)

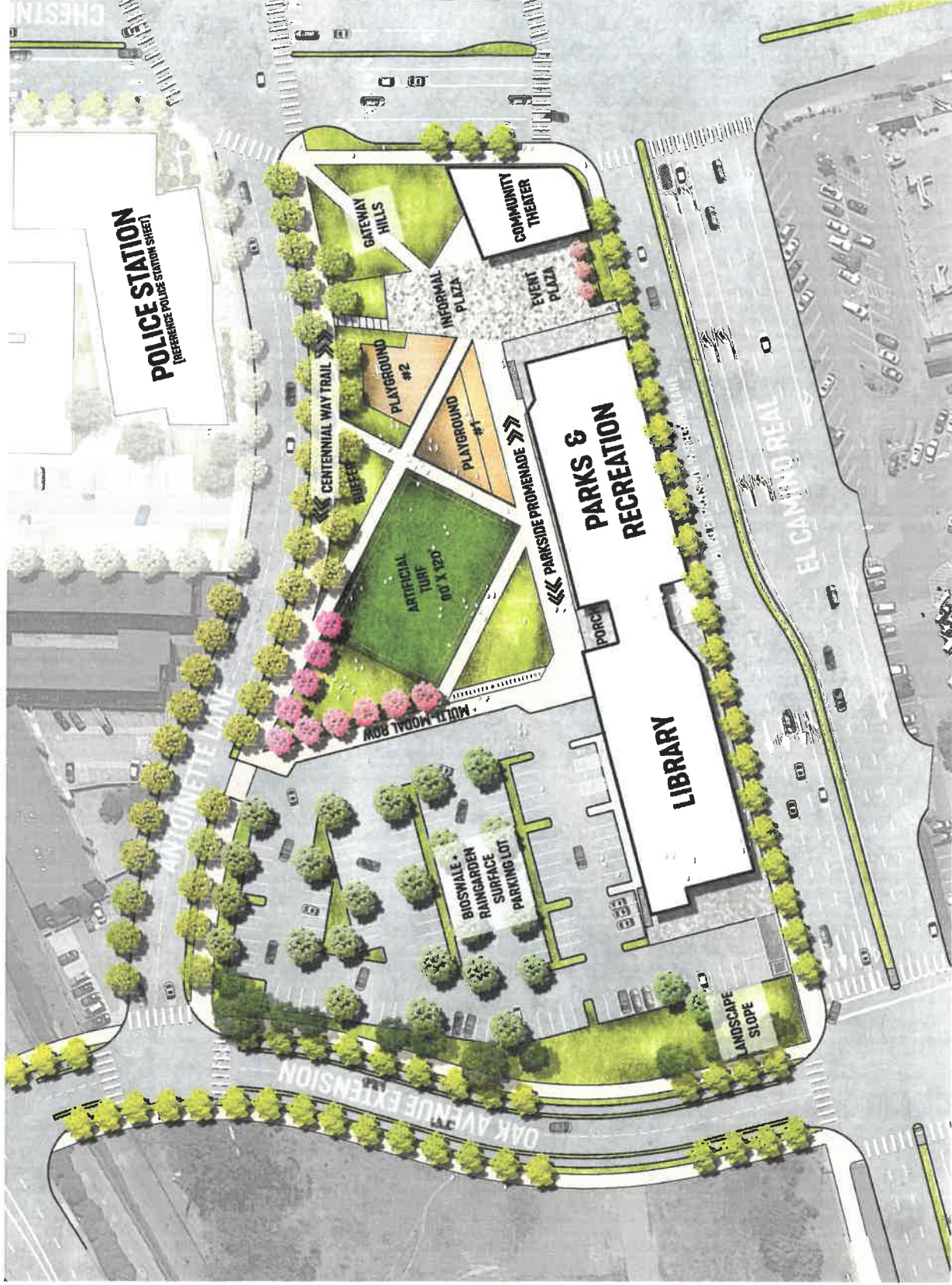
**Number of Stories:** 3 levels

## Program Elements:

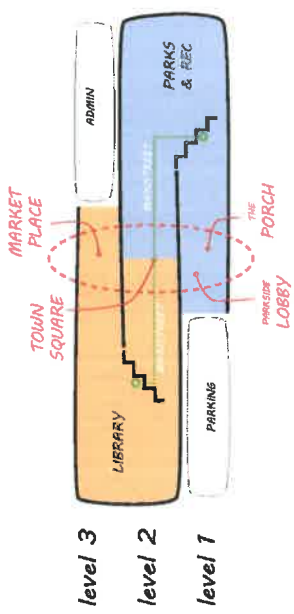
Library  
 Parks & Recreation  
 Community Theater / Council Chambers  
 Parking  
 Open Space



# CAMPUS MASTERPLAN



# PLANNING CONCEPT



## PARKS & RECREATION, LIBRARY, COMMUNITY THEATER / COUNCIL CHAMBERS:

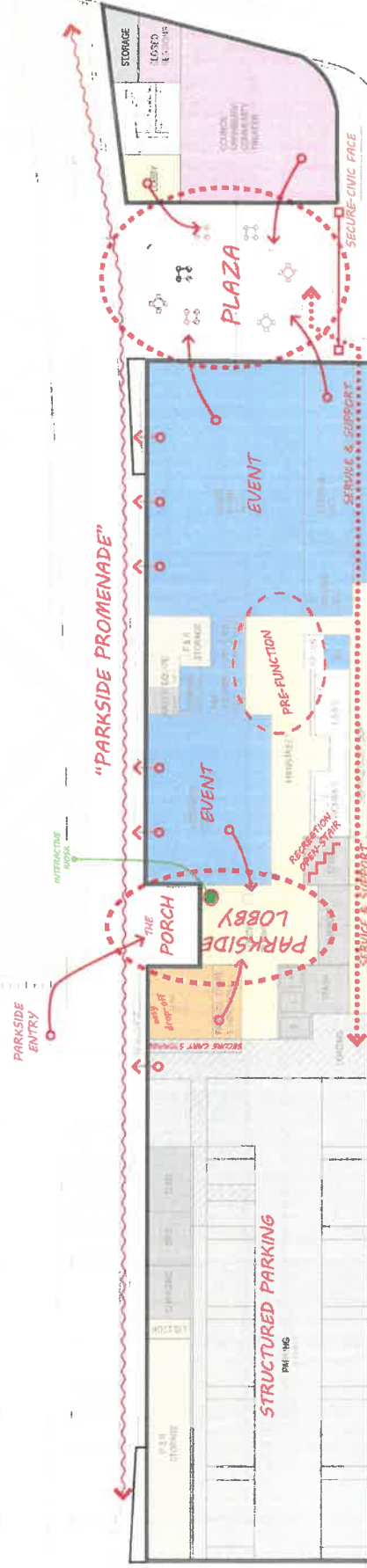
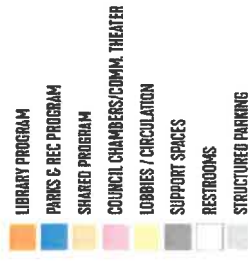
- PARKS & RECREATION & LIBRARY 75,000 GSF TOTAL
- COMMUNITY THEATER / COUNCIL CHAMBERS 5,000 GSF
- 3 LEVELS (TWO LEVELS ABOVE EL CAMINO REAL)
- DESTINATIONS ON ALL THREE LEVELS
- TWO MAIN ENTRIES - AT PARKSIDE AND EL CAMINO REAL
- MAXIMIZED PROGRAM SYNERGIES BETWEEN LIBRARY AND

## PARKS & RECREATION

## LEVEL 1 (PARKSIDE ENTRY LEVEL)

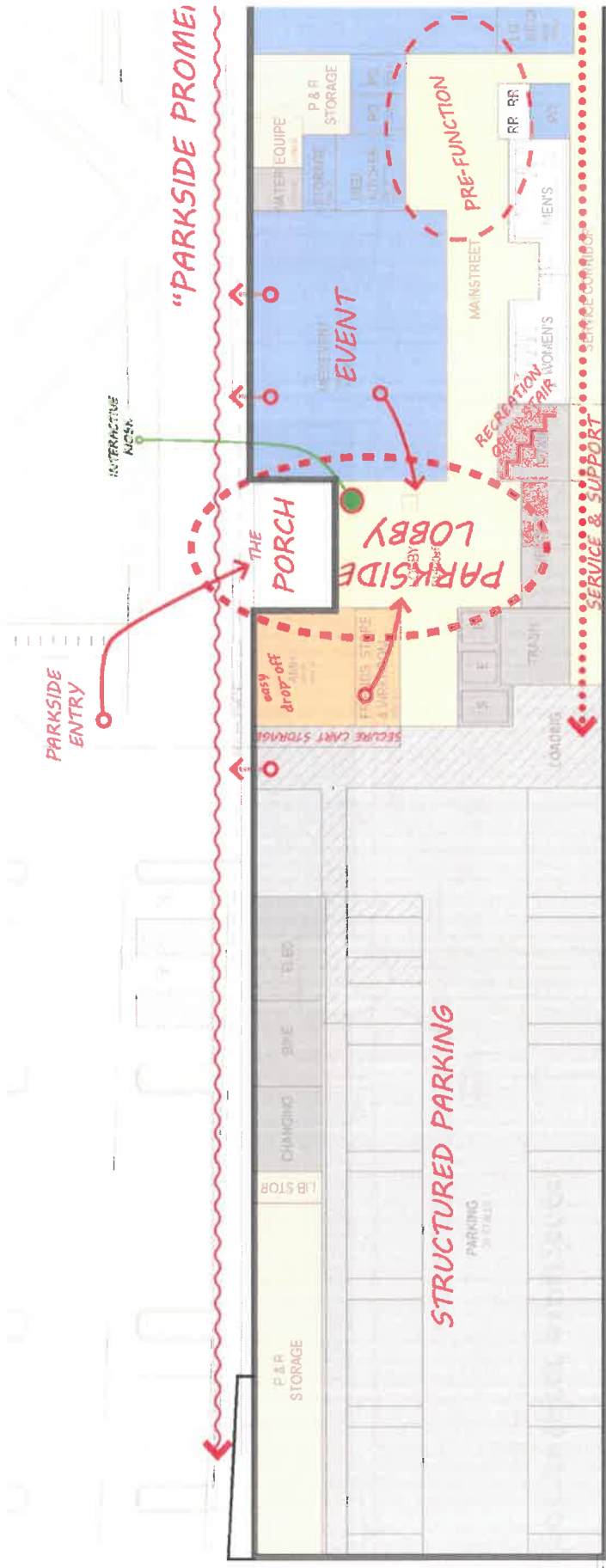
## The Place for Events & Gathering

- Parkside entry level from parking and
- Parkside Promenade
- “Main Street” east-west connectivity
- An indoor-outdoor experience



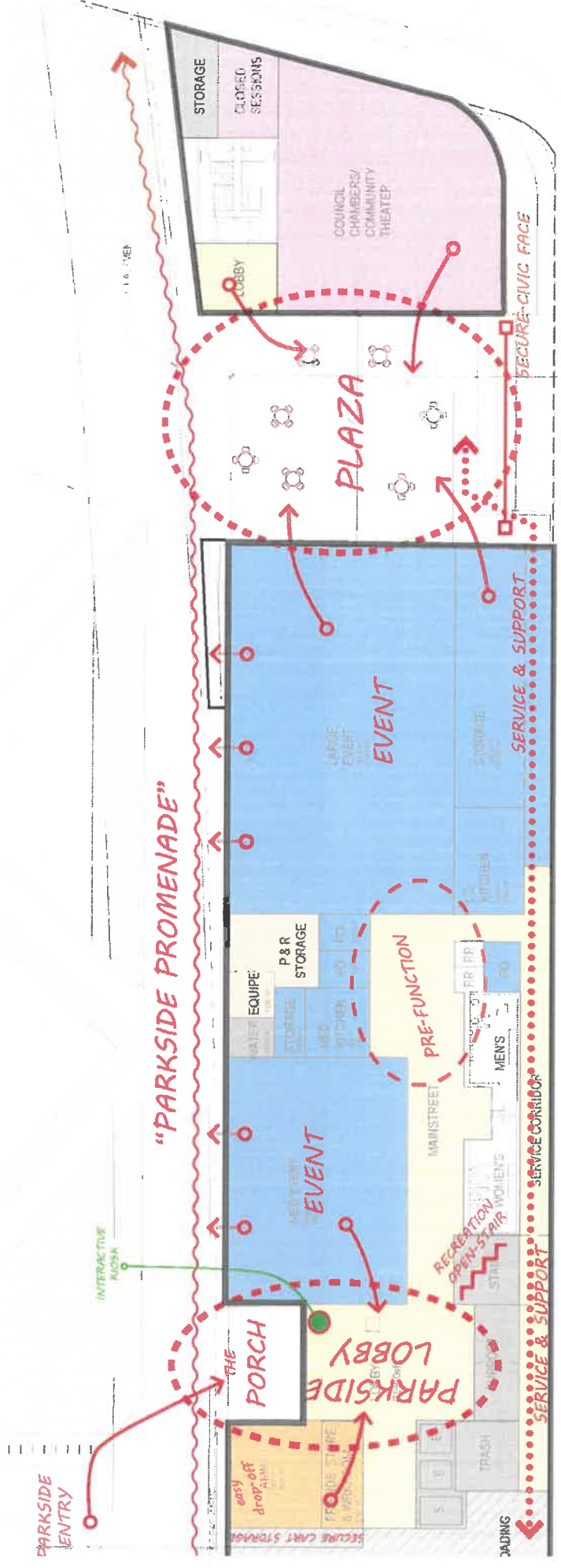
**LEVEL 1 PLAN (PARKSIDE)**

## LEVEL 1 (PARKSIDE ENTRY LEVEL)



EL CAMINO REAL

# LEVEL 1 (PARKSIDE ENTRY LEVEL)



# LEVEL 2 (EL CAMINO ENTRY LEVEL)

## The Activity Hub

- Street entry level from El Camino Real
- Mid-level heart of the building
- “Main Street” east-west connectivity
- “Town Square” lobby experience

LIBRARY PROGRAM

PAVILION & REC PROGRAM

SHARED PROGRAM

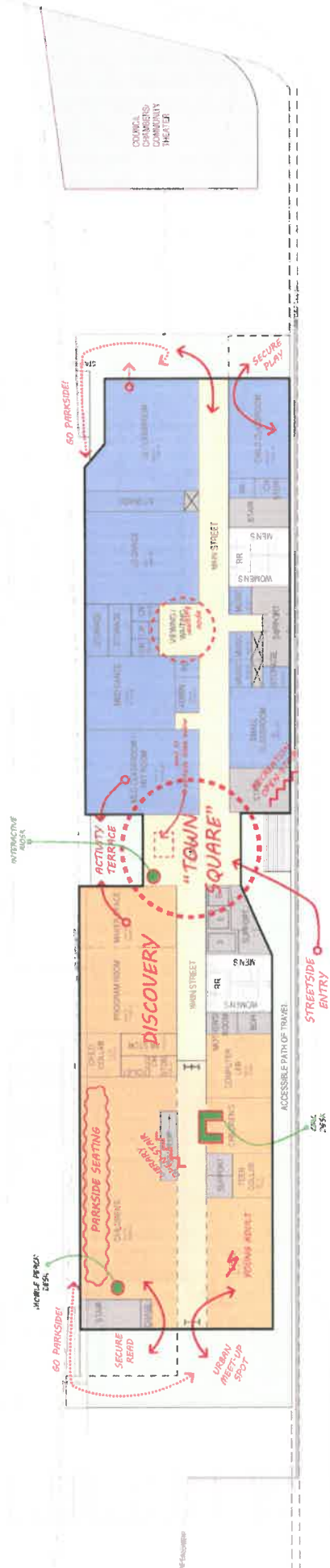
COUNCIL CHAMBERS/COMM. THEATER

LOBBIES / CIRCULATION

SUPPORT SPACES

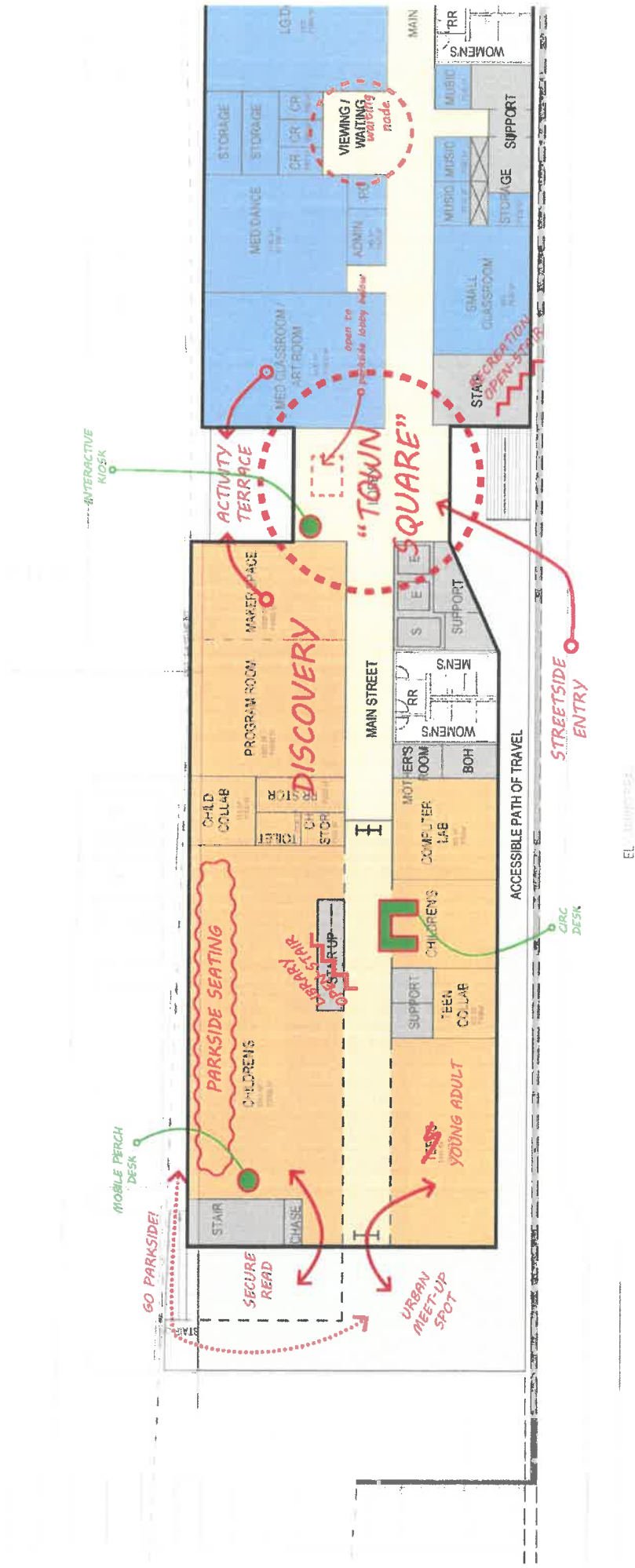
RESTROOMS

STRUCTURED PARKING

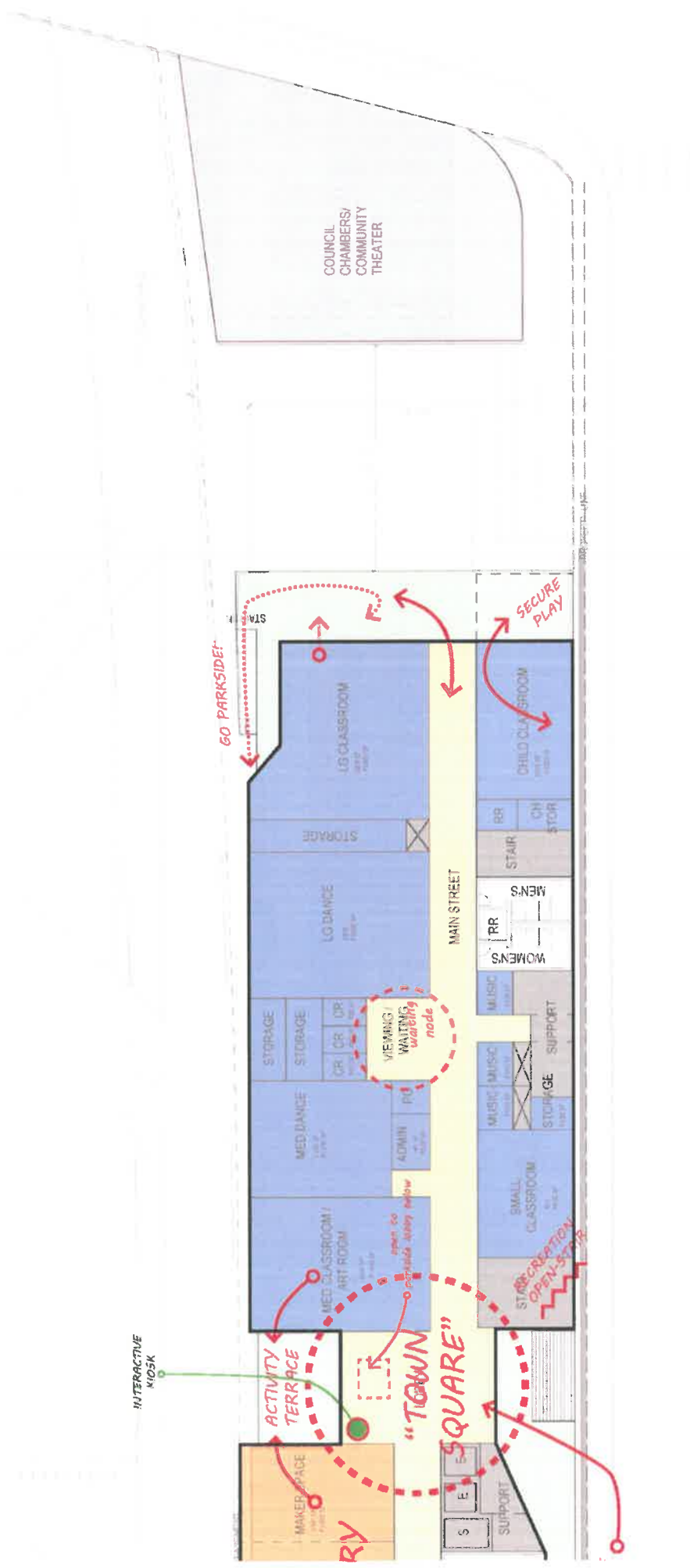


“ACTIVITY HUB”  
LEVEL 2 PLAN (EL CAMINO)

## LEVEL 2

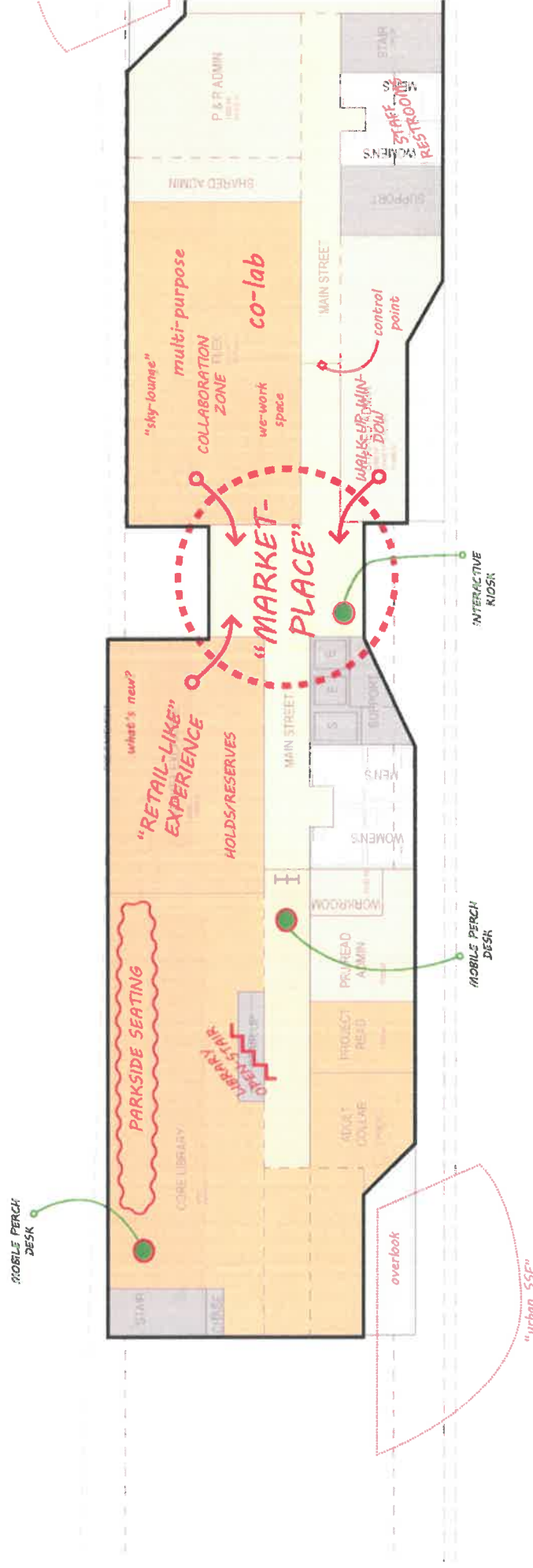


# LEVEL 2 (EL CAMINO ENTRY LEVEL)

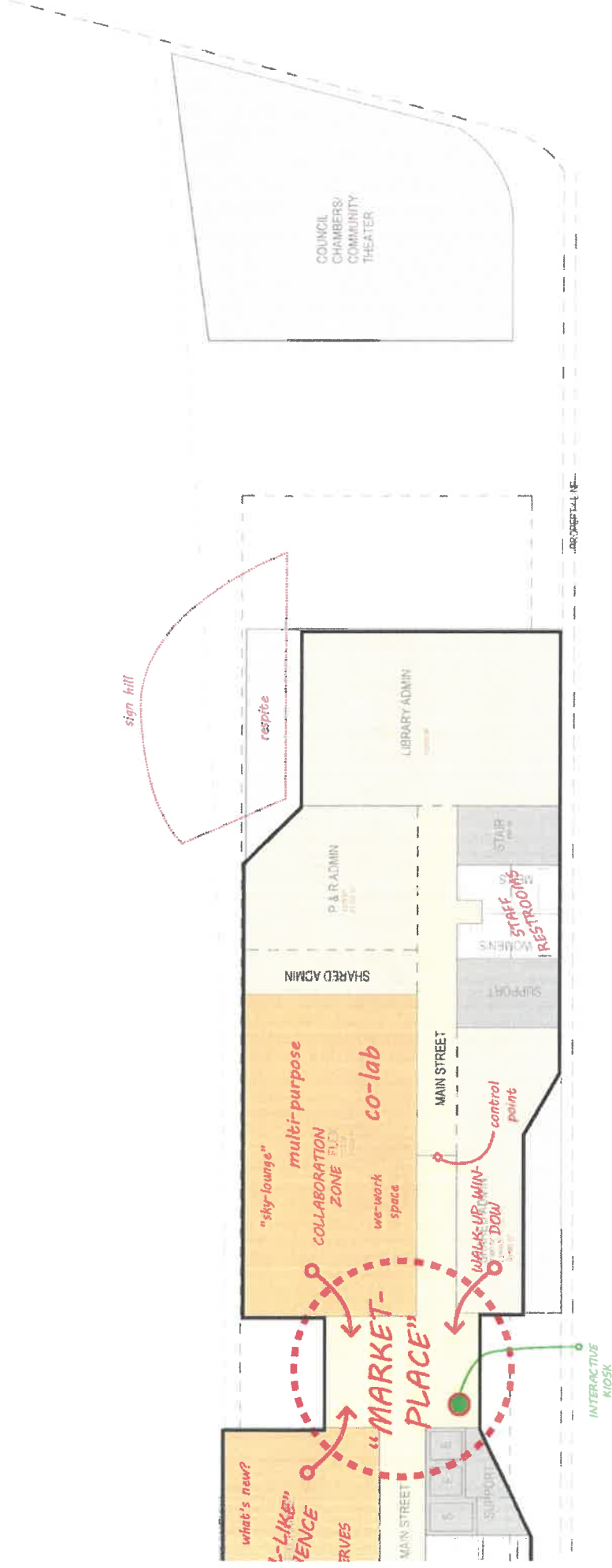




# LEVEL 3 (ELEVATED LEVEL)



# LEVEL 3 (ELEVATED LEVEL)



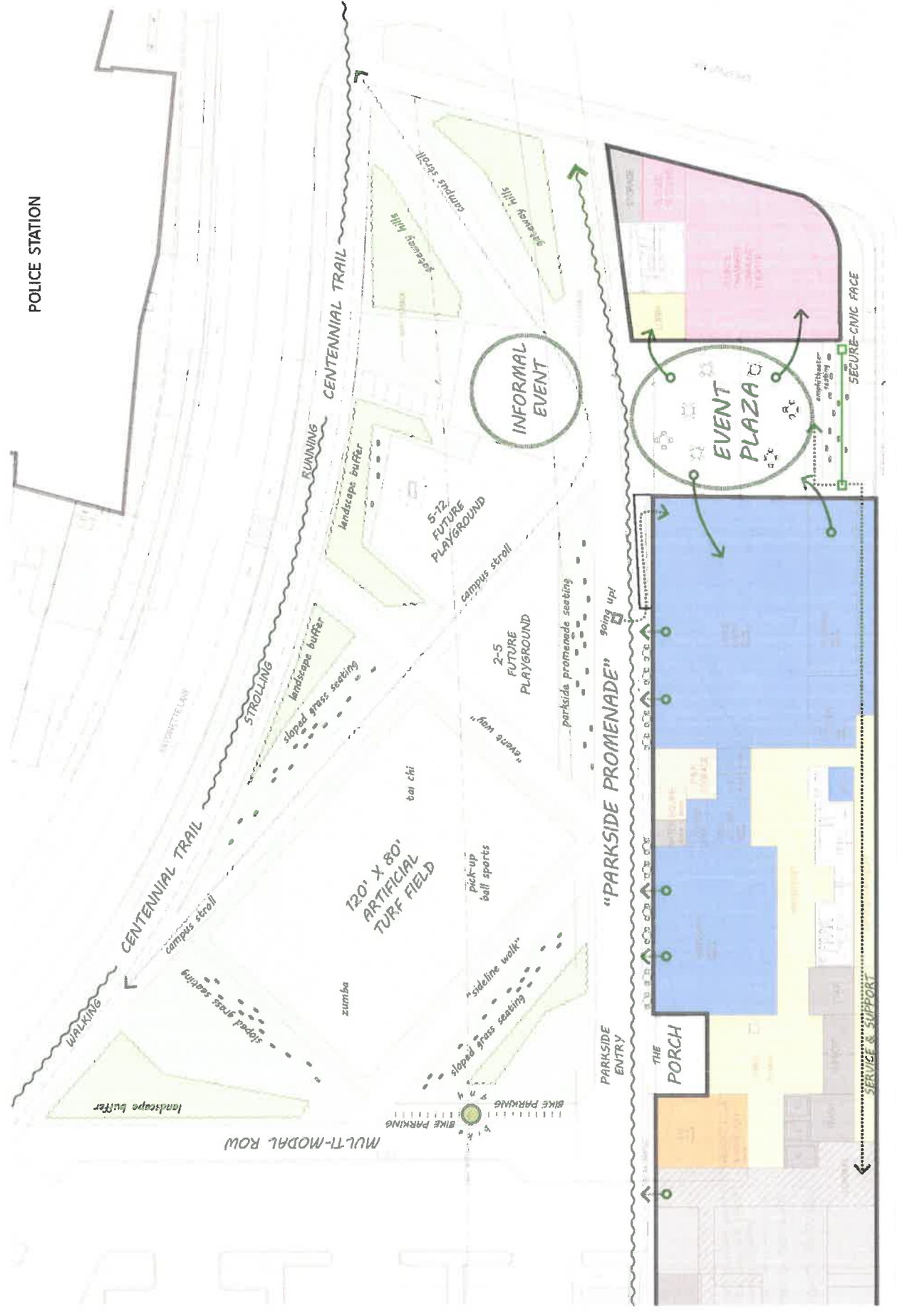
# PARKING & OPEN SPACE

## OPEN SPACE PROGRAMMING (FUTURE PHASE)

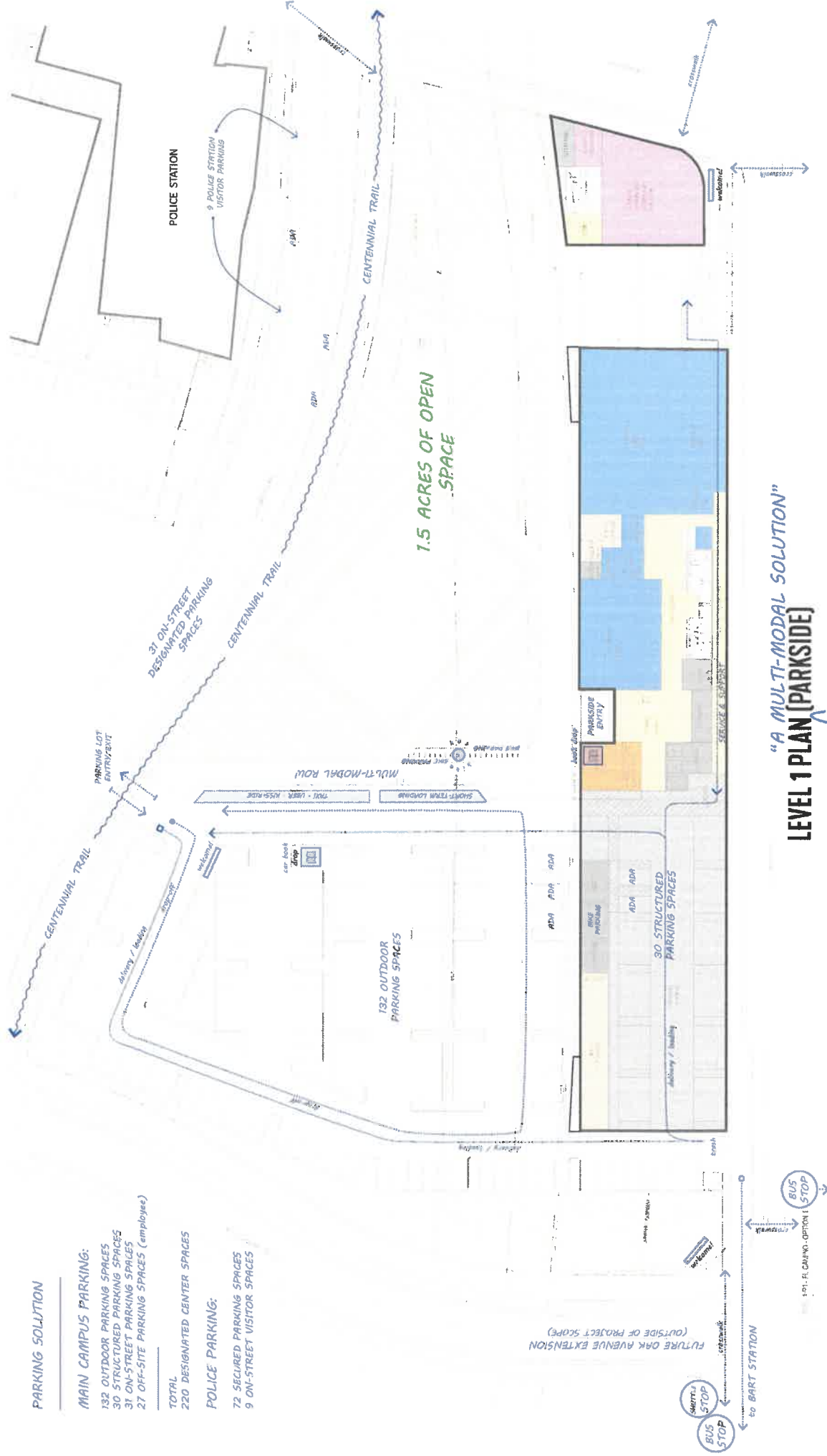


**LEVEL 1 PLAN (PARKSIDE)**

## OPEN SPACE PROGRAMMING (FUTURE PHASE)



# MULTI-MODAL SOLUTION



# POLICE FACILITY

SMITHGROUP

# POLICE FACILITY – SIZE AND AMENITIES

**Cost:** \$54 million (\$12M contingency)

**Building Size:** 43,300 sq ft (existing 31,720 sq ft)

**Parking:** 72 Secured Spaces (existing 46 spaces)  
Parking Canopy (\$2M)

**Number of Stories:** 2 levels

## Program Elements:

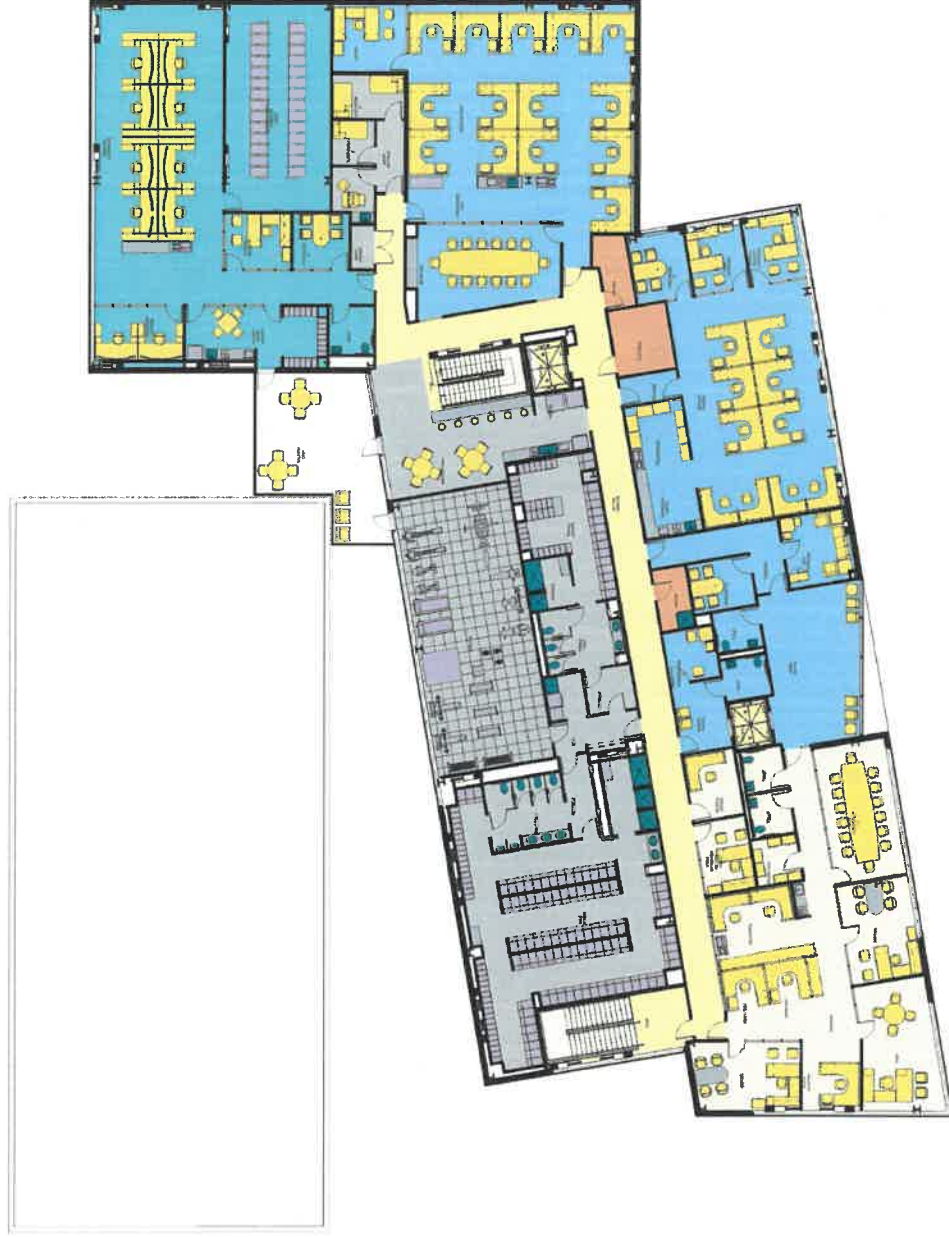
Administrative Services  
Communications  
Property and Evidence  
Physical Training  
Firing Range  
911 Emergency Center  
Records  
Investigations  
Patrol  
Classroom



# POLICE FACILITY (LEVEL 1)



# POLICE FACILITY (LEVEL 2)



**Department Legend**

|                |                  |             |                |                               |           |         |       |        |                       |                 |                   |                |                           |               |                  |                      |
|----------------|------------------|-------------|----------------|-------------------------------|-----------|---------|-------|--------|-----------------------|-----------------|-------------------|----------------|---------------------------|---------------|------------------|----------------------|
| ADMINISTRATION | BUILDING SUPPORT | CIRCULATION | COMMUNICATIONS | CRIMINAL INVESTIGATIONS (CIC) | DETENTION | HOLDING | LOBBY | PATROL | POLICE ADMINISTRATION | POLICE TRAINING | PROPERTY EVIDENCE | PUBLIC TOILETS | RECREATION ADMINISTRATION | STAFF SUPPORT | SUPPORT BUILDING | VERTICAL CIRCULATION |
|----------------|------------------|-------------|----------------|-------------------------------|-----------|---------|-------|--------|-----------------------|-----------------|-------------------|----------------|---------------------------|---------------|------------------|----------------------|

SMITHGROUP

# FIRE STATION

SMITHGROUP

# FIRE STATION— SIZE AND AMENITIES

**Cost:**     \$15 million (\$3.3M contingency)

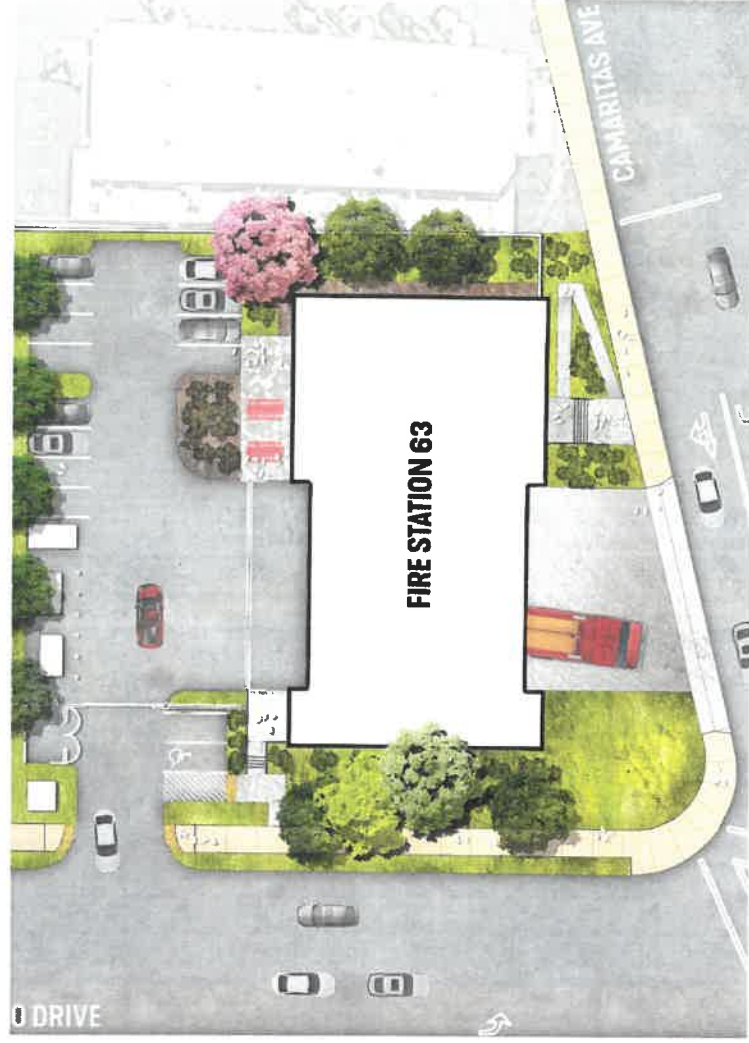
**Building Size:** 8,826 sq ft (existing 4,300 sq ft)

**Parking:**     14 Spaces (5 spaces existing)

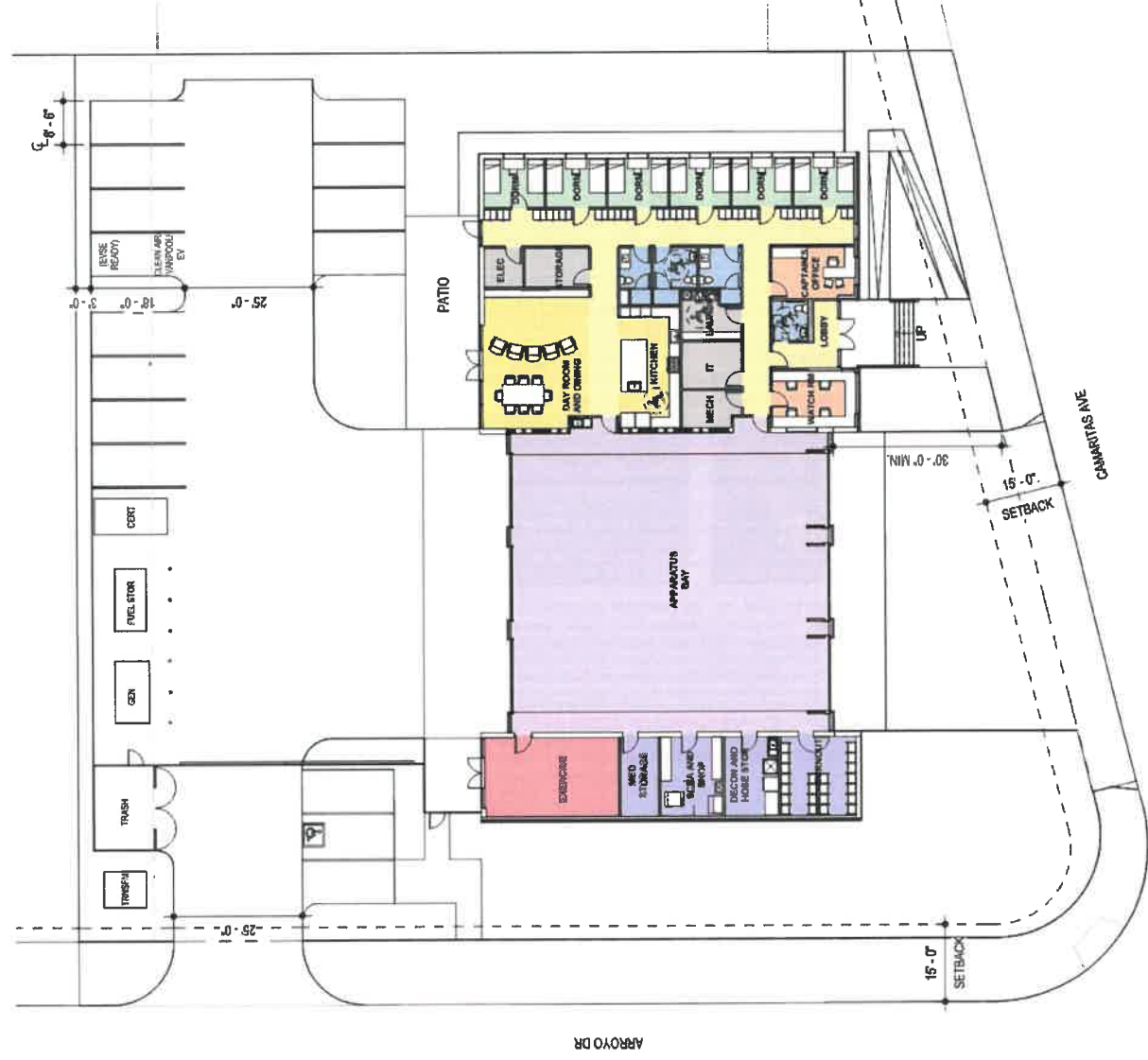
**Number of Stories:** 1 level

## Program Elements:

Emergency Dispatch  
 3 Apparatus Bays  
 Apparatus Support  
 Living Areas  
 Dining  
 Sleeping Quarters  
 Training Facilities



# FIRE STATION





## CITY COUNCIL MEETING - JANUARY 23, 2019





## Bid Package Strategy Schedule Analysis

| TWO PACKAGE BID STRATEGY (PROPOSED) | 2018     |    |    |    | 2019     |    |    |    | 2020     |    |    |    | 2021      |    |    |    | 2022      |    |    |    | 2023     |    |    |    |    |    |   |   |   |   |
|-------------------------------------|----------|----|----|----|----------|----|----|----|----------|----|----|----|-----------|----|----|----|-----------|----|----|----|----------|----|----|----|----|----|---|---|---|---|
|                                     | Q3       | Q4 | Q1 | Q2 | Q3       | Q4 | Q1 | Q2 | Q3       | Q4 | Q1 | Q2 | Q3        | Q4 | Q1 | Q2 | Q3        | Q4 | Q1 | Q2 | Q3       | Q4 | Q1 | Q2 | Q3 | Q4 |   |   |   |   |
| Library/Parks & Rec                 | J        | A  | S  | O  | N        | D  | J  | F  | M        | A  | M  | J  | J         | A  | S  | O  | N         | D  | J  | F  | M        | A  | M  | J  | J  | A  | S | O | N | D |
| 1 OPTION DEVELOPMENT                | 5 months |    |    |    | 3 months |    |    |    |          |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 2 SCHEMATIC DESIGN                  |          |    |    |    |          |    |    |    |          |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 3 DESIGN DEVELOPMENT                |          |    |    |    | 5 months |    |    |    |          |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 4 CONSTRUCTION DOCUMENTS            |          |    |    |    |          |    |    |    | 6 months |    |    |    | 4 months  |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 5 PLAN CHECK / PERMIT               |          |    |    |    |          |    |    |    | 6 months |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 6 PREQUALIFICATION                  |          |    |    |    |          |    |    |    |          |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 7 BID & CONTRACT EXECUTION          |          |    |    |    |          |    |    |    |          |    |    |    | 4 months  |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 8 CONSTRUCTION (28 months)          |          |    |    |    |          |    |    |    |          |    |    |    |           |    |    |    | 28 months |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 9 CLOSE-OUT & OCCUPANCY             |          |    |    |    |          |    |    |    |          |    |    |    |           |    |    |    |           |    |    |    | 4 months |    |    |    |    |    |   |   |   |   |
| Police Station*                     |          |    |    |    |          |    |    |    |          |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 1 SCHEMATIC DESIGN                  | 7 months |    |    |    |          |    |    |    |          |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 2 DESIGN DEVELOPMENT                |          |    |    |    | 3 months |    |    |    | 5 months |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 3 CONSTRUCTION DOCUMENTS            |          |    |    |    |          |    |    |    | 4 months |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 4 PLAN CHECK / PERMIT               |          |    |    |    | 6 months |    |    |    | 4 months |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 5 CONTRACTOR PREQUALIFICATION       |          |    |    |    |          |    |    |    | 4 months |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 6 BID & CONTRACT EXECUTION          |          |    |    |    |          |    |    |    |          |    |    |    | 18 months |    |    |    | 4 months  |    |    |    |          |    |    |    |    |    |   |   |   |   |
| 7 CONSTRUCTION (18 months)          |          |    |    |    |          |    |    |    |          |    |    |    |           |    |    |    |           |    |    |    | 4 months |    |    |    |    |    |   |   |   |   |
| 8 CLOSE-OUT & OCCUPANCY             |          |    |    |    |          |    |    |    |          |    |    |    |           |    |    |    |           |    |    |    |          |    |    |    |    |    |   |   |   |   |

\* - Fire Station designed but not built



### Attachment 3

#### Measure W – Community Civic Campus - 2018/2019 Quarter 2 Budget Report

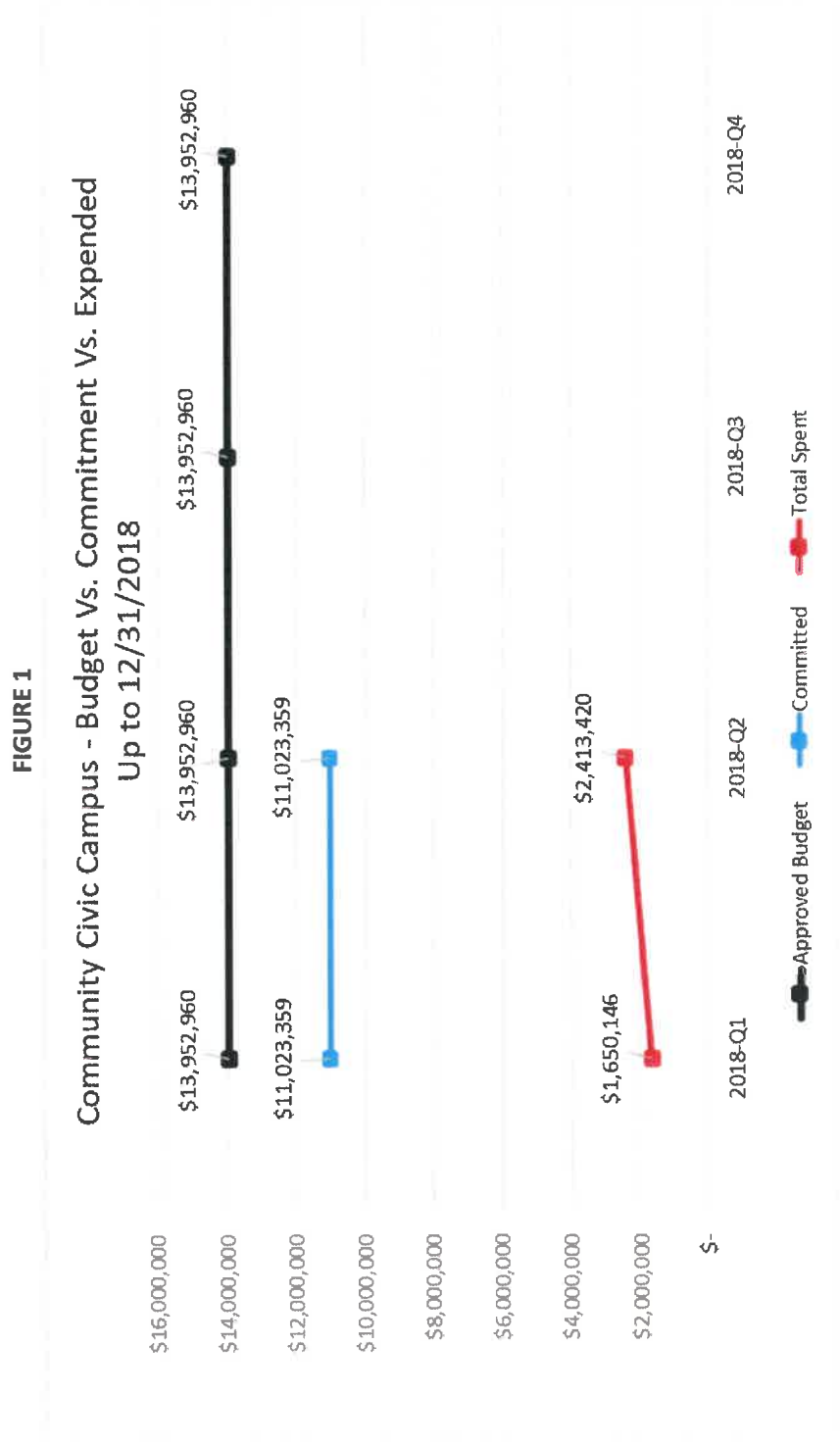
The total budget for Fiscal Year 2018/2019 is \$13,952,960. The budget is comprised of prior year 2017/2018 roll over funds and FY 2018/2019 budget allocation of \$8,668,000. Prior fiscal year budget of \$7,920,877 was closed out and reconciled against expenditures in fiscal year 2017/2018. Total expenses in 2017/2018 were \$2,635,917. The balance of \$5,284,960 carried over into the current fiscal year. For Quarter 2, 2018/2019 \$763,274 was expended. See Table 1 below for more detailed information. Numbers are rounded to the nearest dollar and explains minor discrepancies in totals.

TABLE 1

| Description               | 2018/2019<br>Budget  | (A)<br>Committed /<br>Planned | (B)<br>2018/2019<br>Q1 Expended | (C)<br>2018/2019<br>Q2 Expended | (A-B-C)<br>Committed<br>minus Expended |
|---------------------------|----------------------|-------------------------------|---------------------------------|---------------------------------|----------------------------------------|
| <b>FINANCIAL</b>          |                      |                               |                                 |                                 |                                        |
| BOND MANAGEMENT           | 81,721 \$            | 81,721 \$                     | - \$                            | - \$                            | 81,721 \$                              |
| <b>SUBTOTAL</b>           | <b>81,721 \$</b>     | <b>81,721 \$</b>              | <b>- \$</b>                     | <b>- \$</b>                     | <b>81,721 \$</b>                       |
| <b>PRE-DESIGN</b>         |                      |                               |                                 |                                 |                                        |
| TRAFFIC                   | \$ -                 | \$ -                          | - \$                            | - \$                            | - \$                                   |
| ENVIRONMENTAL             | \$ -                 | \$ -                          | - \$                            | - \$                            | - \$                                   |
| APPRAISALS / OFFERS       | *                    | *                             | *                               | *                               | *                                      |
| SITE & BART TUNNEL SURVEY | \$ 80,000            | \$ 55,300                     | \$ 15,000                       | - \$                            | 40,300 \$                              |
| <b>SUBTOTALS</b>          | <b>\$ 80,000</b>     | <b>\$ 55,300</b>              | <b>\$ 15,000</b>                | <b>- \$</b>                     | <b>40,300 \$</b>                       |
| <b>DESIGN</b>             |                      |                               |                                 |                                 |                                        |
| MASTER ARCHITECT          | \$ 8,761,720         | \$ 8,761,720                  | \$ 1,486,914                    | \$ 695,055                      | 6,579,751 \$                           |
| SPECIALTY CONSULTANTS     | \$ 151,800           | \$ 151,800                    | - \$                            | - \$                            | 151,800 \$                             |
| MISC SERVICES             | \$ 2,194,080         | - \$                          | - \$                            | - \$                            | - \$                                   |
| <b>SUBTOTALS</b>          | <b>\$ 11,107,600</b> | <b>\$ 8,913,520</b>           | <b>\$ 1,486,914</b>             | <b>\$ 695,055</b>               | <b>6,731,551 \$</b>                    |
| <b>PROGRAM MANAGEMENT</b> |                      |                               |                                 |                                 |                                        |
| PROGRAM MANAGEMENT        | \$ 1,839,360         | \$ 1,839,360                  | \$ 146,517                      | \$ 60,769                       | 1,632,074 \$                           |
| OFFICE SUPPLIES           | \$ 5,000             | \$ 5,000                      | \$ 25                           | - \$                            | 4,975 \$                               |
| OUTREACH / FUNDRAISING    | \$ 276,000           | \$ 110,740                    | \$ 1,690                        | \$ 7,450                        | 101,600 \$                             |
| MISC SERVICES             | \$ 563,279           | \$ 17,718                     | - \$                            | - \$                            | 17,718 \$                              |
| <b>SUBTOTALS</b>          | <b>\$ 2,683,639</b>  | <b>\$ 1,972,818</b>           | <b>\$ 148,232</b>               | <b>\$ 68,219</b>                | <b>1,756,366 \$</b>                    |
|                           | \$ 13,952,960        | \$ 11,023,359                 | \$ 1,650,146                    | \$ 763,274                      | 8,609,939 \$                           |
|                           |                      |                               |                                 | <b>Fiscal YTD Spent:</b>        | <b>2,413,420 \$</b>                    |

\*Approved offer of \$7.18M for PUC parcels will be funded from Measure W, Asset Seizure and Infrastructure Reserve.

Figure 1 provides a visual of the summary information in Table 1 – funding committed to work tasks and expended amounts to date relative to the budget approved for FY 18-19. The committed and expended are below the approved budget. This graph (over time) will show at-a-glance the pace of spending and confirm commitments remaining within the approved budget.



There are several consultant contracts in place to support the project work. Table 2 provides a list of the contractors that have and are providing a range of specialty services for this project. Highlighted in blue are active contracts. \*

**TABLE 2**

| <b>Firm / Consultant</b>                      | <b>Service Type</b>                               | <b>Amount Approved</b> |
|-----------------------------------------------|---------------------------------------------------|------------------------|
| Public Financial Management                   | Financial (Bond Consultant)                       | \$81,724               |
| Kimley Horn                                   | Traffic (supports CEQA)                           | \$69,582               |
| Michael Baker                                 | CEQA                                              | \$124,738              |
| Kitchell CEM                                  | Program Management                                | \$1,839,360            |
| Ninyo & Moore                                 | Phase II Environmental and Geotechnical Services  | \$126,650              |
| BKF                                           | Site/Boundary Survey including BART Tunnel Survey | \$110,950              |
| Land Economics Consultants LLC                | Economic Study (supports SmithGroup)              | \$58,200               |
| SmithGroup                                    | Master Architect                                  | \$8,761,720            |
| Partnership Resources Group                   | Financial (Fundraising)                           | \$76,000               |
| The Collective Potential                      | Program Management (Consultant)                   | \$20,825               |
| Telecommunications Engineering Services (TEA) | City IT Systems Expert (Consultant)               | \$150,000              |

\*Amounts shown reflect fiscal year budget approval



revdetl.rpt  
01/31/2019 12:29PM  
Periods: 5 through 6

**Revenue Detail Report**  
**FY 2018-19 Measure W Revenue Detail Oct 2018 YTD**  
**CITY OF SOUTH SAN FRANCISCO**  
**11/01/2018 through 12/31/2018**

Page: 1

**101 MEASURE W**

| <u>Account Number</u>                                                        | <u>Adjusted<br/>Estimate</u> | <u>Revenues</u> | <u>Year-to-date<br/>Revenues</u> | <u>Balance</u> | <u>Prct<br/>Rcvd</u> |
|------------------------------------------------------------------------------|------------------------------|-----------------|----------------------------------|----------------|----------------------|
| 101-00000 NON EXPENSE ACCT                                                   |                              |                 |                                  |                |                      |
| 101-00000-30000 TAXES                                                        |                              |                 |                                  |                |                      |
| 101-00000-30207 MEASURE W AND USE TAX (0.5%)                                 | 9,731,450.00                 | 0.00            | 2,346,513.69                     | 7,384,936.31   | 24.11                |
| 11/28/2018 gl_crj CR 70342                                                   |                              | 1,056,241.61    |                                  |                |                      |
| Line Description: Measure W Sales Tax Document Description : LOCAL SALES TAX |                              |                 |                                  |                |                      |
| 12/24/2018 gl_crj CR 70471                                                   |                              | 977,711.07      | 101                              |                |                      |
| Line Description: Measure W Sales Tax Document Description : LOCAL SALES TAX |                              |                 |                                  |                |                      |
| 101-00000-30207 MEASURE W AND USE TAX (0.5%)                                 | 9,731,450.00                 | 2,033,952.68    | 4,380,466.37                     | 5,350,983.63   | 45.01                |
| Total MEASURE W                                                              | 9,731,450.00                 | 2,033,952.68    | 4,380,466.37                     | 5,350,983.63   | 45.01                |
| Grand Total                                                                  | 9,731,450.00                 | 2,033,952.68    | 4,380,466.37                     | 5,350,983.63   | 45.01                |

Page: 1

expdetl.rpt  
 01/31/2019 12:27PM  
 Periods: 5 through 6

**Expenditure Detail Report**  
 FY 2018-19 Measure W Exp Detail Dec 2018 YTD  
 CITY OF SOUTH SAN FRANCISCO  
 11/01/2018 through 12/31/2018

Page: 1

**101 MEASURE W**

| <u>Account Number</u>                                     | <u>Adjusted<br/>Appropriation</u> | <u>Expenditures</u> | <u>Year-to-date<br/>Expenditures</u> | <u>Year-to-date<br/>Encumbrances</u> | <u>Balance</u> | <u>Prct<br/>Used</u> |
|-----------------------------------------------------------|-----------------------------------|---------------------|--------------------------------------|--------------------------------------|----------------|----------------------|
| 101-5000 SUPPLIES & SERVICES                              |                                   |                     |                                      |                                      |                |                      |
| 101-05101-5005 PROFESSIONAL & SPECIALIZED SVCS            | 53,650.00                         | 0.00                | 33,525.00                            | 0.00                                 | 20,125.00      | 62.49                |
| 11/2/2018 invoice IN PRG #SSF1806                         |                                   | 7,450.00            |                                      |                                      |                |                      |
| Line Description: COMM CIV CAMPUS, PRG FUNDRAISI          |                                   |                     |                                      |                                      |                |                      |
| Vendor: 108252 PARTNERSHIP RESOURCES GROUP Check # 271826 |                                   |                     |                                      |                                      |                |                      |
| 101-05101-5005 PROFESSIONAL & SPECIALIZED SVCS            | 53,650.00                         | 7,450.00            | 40,975.00                            | 0.00                                 | 12,675.00      | 76.37                |
| <b>Total SUPPLIES &amp; SERVICES</b>                      | 53,650.00                         | 7,450.00            | 40,975.00                            | 0.00                                 | 12,675.00      | 76.37                |
| 101-6000 CAPITAL OUTAY                                    |                                   |                     |                                      |                                      |                |                      |
| <b>Total CAPITAL OUTAY</b>                                | 0.00                              | 0.00                | 0.00                                 | 0.00                                 | 0.00           | 0.00                 |
| 101-9000 TRANSFERS                                        |                                   |                     |                                      |                                      |                |                      |
| 101-99999-9510 TRANSFER OUT TO CAPITAL IMPROV             | 16,714,909.08                     | 0.00                | 338,590.95                           | 0.00                                 | 16,376,318.13  | 2.03                 |
| 12/31/2018 rev alloc GJ pf1707                            |                                   | 1,047,507.25        |                                      |                                      |                |                      |
| Line Description: Project: pf1707 Allocation              |                                   |                     |                                      |                                      |                |                      |
| 12/31/2018 rev alloc GJ st1702                            |                                   | 10,369.41           |                                      |                                      |                |                      |
| Line Description: Project: st1702 Allocation              |                                   |                     |                                      |                                      |                |                      |
| 12/31/2018 rev alloc GJ st1705                            |                                   | 143,423.50          |                                      |                                      |                |                      |
| Line Description: Project: st1705 Allocation              |                                   |                     |                                      |                                      |                |                      |
| 101-99999-9510 TRANSFER OUT TO CAPITAL IMPROV             | 16,714,909.08                     | 1,201,300.16        | 1,539,891.11                         | 0.00                                 | 15,175,017.97  | 9.21                 |
| <b>Total TRANSFERS</b>                                    | 16,714,909.08                     | 1,201,300.16        | 1,539,891.11                         | 0.00                                 | 15,175,017.97  | 9.21                 |
| <b>Total MEASURE W</b>                                    | 16,768,559.08                     | 1,208,750.16        | 1,580,866.11                         | 0.00                                 | 15,187,692.97  | 9.43                 |
| <b>Grand Total</b>                                        | 16,768,559.08                     | 1,208,750.16        | 1,580,866.11                         | 0.00                                 | 15,187,692.97  | 9.43                 |



# Partnership Resources Group

838 Mission Avenue  
San Rafael, CA 94901  
415.485.6265, p  
415.485.6216, f

PO

I-N-V-O-I-C-E  
PRG #SSF1806

# 0101942

DATE: November 2, 2018

TO: City of South San Francisco  
Attn: Accounts Payable  
400 Grand Avenue.  
South San Francisco, CA 94080

For consulting services, per Agreement of April 24, 2018 and Amendment of 10/5/18:

➤ Capital Fundraising Planning and Assessment, Progress Payment #6 \$7,450.00

## Expense Summary

| Expense Type          | Rate        | Sub-total | Total    |
|-----------------------|-------------|-----------|----------|
| TRAVEL                | \$.58 p/m   | \$ 00.00  | \$ 00.00 |
| PARKING/TOLLS         | direct cost | \$ 00.00  | \$ 00.00 |
| PRINT/POSTAGE         | direct cost | \$ 00.00  | \$ 00.00 |
| MEALS/CLIENT EXPENSES | direct cost | \$ 00.00  | \$ 00.00 |

TOTAL, due and payable upon receipt ..... \$7,450.00

Please make checks payable to *Partnership Resources Group*

EIN # 27-1995712

D# 381896

V# 108252

Input: 11/2/18  
Approved: \_\_\_\_\_



# Partnership Resources Group

838 Mission Avenue  
San Rafael, CA 94901  
415.485.6265, p  
415.485.6216, f

## PROGRESS REPORT #5

**DATE:** November 2, 2018

**TO:** Marian Lee, Assistant City Manager  
City of South San Francisco

**RE:** Fundraising Feasibility Assessment for Library/Community Center

**The following is a report of consultants' activity for October 2018:**

- October was a full month largely focused on direct donor prospect interviews including:
  - Brian Perkins, Congresswoman Jacqui Spear's District Director
  - Bill Chiang, PG&E
  - Greg Elliott, SF Giants
  - Mike Pacelli, Bay Relations
  - Manny Santamaria, Community Foundation Silicon Valley
  - Paul Formosa, Scavengers
  - Lesley Stoltz, John & Johnson J Labs
  - Elaine Breeze, Summerhill
  - Phil Tate, Kilroy Realty
  - Randy Wittorp, Kaiser Permanente
  - Brad Parberry, Cavellini
  - Norm Faria, See's
  - Sara Radcliffe, CSLA
  - Kristin Reed, Genentech Foundation
- Attended Biotech Leaders Welcome Gathering at City Hall, October 17.
- Prepared and submitted Interim Report for Library Board meeting on October 22.
- Established follow-up session on Nov. 22 with Manny Santamaria to develop funders consortium possibly led by CFSV
- Ongoing email communication Marian, Eliza, City staff and task force members re: project progress

**Sanders, Renee**

---

**From:** Lee, Marian  
**Sent:** Friday, November 2, 2018 2:13 PM  
**To:** Sanders, Renee  
**Cc:** Montenegro, Dolores [contractor]  
**Subject:** RE: October Report and Invoice

Looks good. Please process.

-----Original Message-----

**From:** Sanders, Renee  
**Sent:** Friday, November 02, 2018 10:37 AM  
**To:** Lee, Marian  
**Subject:** October Report and Invoice  
**Importance:** High

Hi Mare,

Waiting for your green light on this .....

Thank you,  
Renee

-----Original Message-----

**From:** Elliot Levin <elliott@prgonline.net>  
**Sent:** Friday, November 2, 2018 10:29 AM  
**To:** Lee, Marian <Marian.Lee@ssf.net>; Sanders, Renee <Renee.Sanders@ssf.net>  
**Subject:** October Report and Invoice

Hello Marian & Renee:

Been an active month. Attached is our Progress Report and Invoice for October.

Thanks!

Best,

Elliot

Elliot Levin  
Partnership Resources Group  
838 Mission Ave.  
San Rafael, CA 94901  
415.485.6265, o  
415.336.3304, m

[www.partnershipresourcesgroup.com](http://www.partnershipresourcesgroup.com)

**Project Expense Transaction Detail Report**  
CITY OF SOUTH SAN FRANCISCO  
11/1/2018 through 12/31/2018

Project Number: st1903 STREET REHABILITATION PROGRAM FY18-19

| Date                                | Reference  | Description                                  | Account #        | Hours       | Labor + Benefits | Materials   | Other            | Total            |
|-------------------------------------|------------|----------------------------------------------|------------------|-------------|------------------|-------------|------------------|------------------|
| <b>Phase #</b>                      | <b>003</b> | <b>PROJECT BUDGET</b>                        |                  |             |                  |             |                  |                  |
| <b>Task #</b>                       | <b>003</b> | <b>DESIGN SERVICES</b>                       |                  |             |                  |             |                  |                  |
| 11/14/2018                          | 872055503  | 2019-C2 - FY 2018-19 Surface S               | E 510-99999-5999 |             |                  |             | 3,900.00         | 3,900.00         |
|                                     |            | 106415 NCE                                   | Check: 271882    | 11/16/2018  |                  |             |                  |                  |
| 12/6/2018                           | 872065503  | FY 2018-19 STREET REHABILIT                  | E 510-99999-5999 |             |                  |             | 11,985.00        | 11,985.00        |
|                                     |            | 106415 NCE                                   | Check: 272517    | 12/12/2018  |                  |             |                  |                  |
| 12/11/2018                          | 872055501  | 2019-C2 - FY 2018-19 Surface S               | E 510-99999-5999 |             |                  |             | 29,950.00        | 29,950.00        |
|                                     |            | 106415 NCE                                   | Check: 272517    | 12/12/2018  |                  |             |                  |                  |
| 12/11/2018                          | 872055502  | 2019-C2 - FY 2018-19 Surface S               | E 510-99999-5999 |             |                  |             | 29,950.00        | 29,950.00        |
|                                     |            | 106415 NCE                                   | Check: 272517    | 12/12/2018  |                  |             |                  |                  |
| <b>Task Total: 003</b>              |            | <b>DESIGN SERVICES</b>                       |                  | <b>0.00</b> | <b>0.00</b>      | <b>0.00</b> | <b>75,785.00</b> | <b>75,785.00</b> |
| <b>Phase Total: 003</b>             |            | <b>PROJECT BUDGET</b>                        |                  | <b>0.00</b> | <b>0.00</b>      | <b>0.00</b> | <b>75,785.00</b> | <b>75,785.00</b> |
| <b>Project Number Total: st1903</b> |            | <b>STREET REHABILITATION PROGRAM FY18-19</b> |                  | <b>0.00</b> | <b>0.00</b>      | <b>0.00</b> | <b>75,785.00</b> | <b>75,785.00</b> |
| <b>GRAND TOTAL:</b>                 |            |                                              |                  | <b>0.00</b> | <b>0.00</b>      | <b>0.00</b> | <b>75,785.00</b> | <b>75,785.00</b> |

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Nichols Consulting Engineers, CHTD  
1885 S. Arlington Ave.  
Suite 111  
Reno, NV 89509  
(775) 329-4955

City of South San Francisco  
Matt Ruble  
315 Maple Avenue  
South San Francisco, CA 94080

Invoice number 872055503  
Date 10/17/2018

Project 872.05.55 South San Francisco - 2018  
Surface Seal Project

Professional Services Rendered through September 28, 2018

Project Name: 2018 Surface Seal Project FY 2018-19 (st193A)  
Task Order: 2019-C2  
Project Budget: \$68,300

| Description                                | Contract Amount | Percent Complete | Previously Invoiced | Current Amount | Remaining Balance |
|--------------------------------------------|-----------------|------------------|---------------------|----------------|-------------------|
| 1 Project Management & Meetings            | 6,000.00        | 100.00           | 4,800.00            | 1,200.00       | 0.00              |
| 1A Project Kick-off and Progress Meetings  | 2,900.00        | 100.00           | 2,900.00            | 0.00           | 0.00              |
| 1B Utility Coordination                    |                 |                  |                     | 1,200.00       | 0.00              |
| Subtotal                                   | 8,900.00        | 100.00           | 7,700.00            |                |                   |
| 2 Pavement Rehabilitation Design           | 6,700.00        | 100.00           | 6,700.00            | 0.00           | 0.00              |
| 2A Pavement and C&G Condition Survey       | 3,800.00        | 100.00           | 3,800.00            | 0.00           | 0.00              |
| 2B Pavement Design Recommendations         |                 |                  |                     | 0.00           | 0.00              |
| Subtotal                                   | 10,500.00       | 100.00           | 10,500.00           |                |                   |
| 3 Plans, Specifications & Estimates (PS&E) | 4,900.00        | 100.00           | 4,900.00            | 0.00           | 0.00              |
| 3A Design Data Gathering                   | 17,700.00       | 100.00           | 17,700.00           | 0.00           | 0.00              |
| 3B 60% PS&E                                | 10,900.00       | 100.00           | 10,900.00           | 0.00           | 0.00              |
| 3C 90% PS&E                                | 8,200.00        | 100.00           | 8,200.00            | 0.00           | 0.00              |
| 3D Final (100%) PS&E                       |                 |                  |                     | 0.00           | 0.00              |
| Subtotal                                   | 41,700.00       | 100.00           | 41,700.00           |                |                   |
| 4 Bidding and Construction Support         | 2,700.00        | 100.00           | 0.00                | 2,700.00       | 0.00              |
| 4A Bidding Support Services                | 4,500.00        | 0.00             | 0.00                | 0.00           | 4,500.00          |
| 4B Construction Support Services           |                 |                  |                     | 2,700.00       | 4,500.00          |
| Subtotal                                   | 7,200.00        | 37.50            | 0.00                |                |                   |
| Total                                      | 68,300.00       | 93.41            | 59,900.00           | 3,900.00       | 4,500.00          |

Invoice total

3,900.00

## Aging Summary

| Invoice Number | Invoice Date | Outstanding | Current   | Over 30   | Over 60 | Over 90 | Over 120 |
|----------------|--------------|-------------|-----------|-----------|---------|---------|----------|
| 872055501      | 08/24/2018   | 29,950.00   |           | 29,950.00 |         |         |          |
| 872055502      | 09/19/2018   | 29,950.00   | 29,950.00 |           |         |         |          |

**Aging Summary**

| Invoice Number | Invoice Date | Outstanding | Current   | Over 30   | Over 60 | Over 90 | Over 120 |
|----------------|--------------|-------------|-----------|-----------|---------|---------|----------|
| 872055503      | 10/17/2018   | 3,900.00    | 3,900.00  |           |         |         |          |
|                | Total        | 63,800.00   | 33,850.00 | 29,950.00 | 0.00    | 0.00    | 0.00     |



## Invoice Approval - Commitments (IA) - 1

|                        |                                          |                   |        |
|------------------------|------------------------------------------|-------------------|--------|
| Project:               | FY 2018-19 Street Rehabilitation Project | Project Number:   | st193c |
| Process Document:      | IA - 1                                   | Overall Due Date: |        |
| Current Workflow Step: | Finance Approval                         | Step Due Date:    |        |
| Subject:               | NCE - 872065503                          |                   |        |
| Status:                | Approved                                 |                   |        |

### Invoice Information

**Compile all backup documentation into one PDF file. Attach PDF document to Invoice Documentation data field.**

|                        |                     |              |
|------------------------|---------------------|--------------|
| Vendor Invoice Number: | 872065503           | DOC. 383791  |
| Vendor Invoice Date:   | 10.25.2018          | V. 106415    |
| Period From:           | 09.19.2018          | PO. 0102073  |
| Period To:             | 10.19.2018          |              |
| Invoice Documentation: | NCE - 872065503.pdf | entered 12/6 |

### Tracking Info

|                             |               |                                 |            |
|-----------------------------|---------------|---------------------------------|------------|
| CM Signature:               | N/A           | CM Approval Date:               |            |
| PM Signature:               | Matthew Ruble | PM Approval Date:               | 11.29.2018 |
| Division Manager Signature: | Justin Lovell | Division Manager Approval Date: | 11.29.2018 |
| Director Signature:         | Justin Lovell | Director Approval Date:         | 11.29.2018 |

### Finance Info

|               |   |
|---------------|---|
| Check Number: |   |
| Check Date:   |   |
| Check Amount: | 0 |

#### Commitment Invoice Details

|                    |                                                              |           |                            |
|--------------------|--------------------------------------------------------------|-----------|----------------------------|
| Status:            | Approved                                                     | Approved: | 11.29.2018 (Justin Lovell) |
| Commitment:        | 0102073 - On Call Services - NCE                             |           |                            |
| Master Commitment: | FY 2018-19 Civil NCE - FY 2018-19 Civil Engineering Services |           |                            |
| Company/Contact:   | NCE                                                          |           |                            |
| Date Received:     | 11.29.2018                                                   | Date Due: |                            |

#### Commitment Invoice Custom Fields

|           |    |
|-----------|----|
| Migrated: | No |
|-----------|----|

**Invoice Items**

| Commitment<br>Item # | Description                    | Budget Line<br>Item | Invoiced To<br>Date | Retained To<br>Date | Invoice<br>Amount | Retainage<br>Percent | Retained This<br>Invoice |
|----------------------|--------------------------------|---------------------|---------------------|---------------------|-------------------|----------------------|--------------------------|
| 001                  | Professional Services (Design) | 110-040             | 11,985.00           | 0.00                | 11,985.00         | 0.00%                | 0.00                     |
| Totals               |                                |                     | 11,985.00           | 0.00                | 11,985.00         |                      | 0.00                     |

**Attached Documents**

| File Name           | Attached By                                            | Date Attached | Step  |
|---------------------|--------------------------------------------------------|---------------|-------|
| NCE - 872065503.pdf | Garren, Marissa-Admin<br>(City of South San Francisco) | 11.29.2018    | Start |



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Nichols Consulting Engineers, CHTD  
1885 S. Arlington Ave.  
Suite 111  
Reno, NV 89509  
(775) 329-4955

PO#0102073

City of South San Francisco  
Matt Ruble  
315 Maple Avenue  
South San Francisco, CA 94080

Invoice number 872065503  
Date 10/25/2018

Project 872.06.55 S. San Francisco - 2019 Street

st19c

Professional Services Rendered through October 19, 2018

TASK ORDER 2019-C1  
Street Rehabilitation Program FY 2018-2019 (st1903)  
Project Budget: \$159,900  
Period of Performance: July 1, 2018 - June 30, 2020

| Description                                | Amount    | Complete | Invoiced  | Current Amount | Balance   |
|--------------------------------------------|-----------|----------|-----------|----------------|-----------|
| 1.A Project Kick-off and Progress Meetings | 11,700.00 | 35.00    | 2,925.00  | 1,170.00       | 7,605.00  |
| 1.B Utility Coordination                   | 4,000.00  | 0.00     | 0.00      | 0.00           | 4,000.00  |
| 2.A Pavement and C&G Condition Survey      | 6,600.00  | 100.00   | 660.00    | 5,940.00       | 0.00      |
| 2.B Pavement Coring                        | 19,500.00 | 100.00   | 14,625.00 | 4,875.00       | 0.00      |
| 2.C Pavement Design Recommendations        | 10,400.00 | 15.00    | 1,560.00  | 0.00           | 8,840.00  |
| Total                                      | 52,200.00 | 19.86    | 19,770.00 | 11,985.00      | 20,445.00 |

Invoice total 11,985.00

#### Aging Summary

| Invoice Number | Invoice Date | Outstanding | Current   | Over 30 | Over 60   | Over 90 | Over 120 |
|----------------|--------------|-------------|-----------|---------|-----------|---------|----------|
| 872065501      | 08/24/2018   | 13,000.00   |           |         | 13,000.00 |         |          |
| 872065502      | 09/26/2018   | 6,770.00    | 6,770.00  |         |           |         |          |
| 872065503      | 10/25/2018   | 11,985.00   | 11,985.00 |         |           |         |          |
| Total          |              | 31,755.00   | 18,755.00 | 0.00    | 13,000.00 | 0.00    | 0.00     |



## Invoice Approval - Commitments (IA) - 2

|                        |                                 |                   |        |
|------------------------|---------------------------------|-------------------|--------|
| Project:               | FY 2018-19 Surface Seal Project | Project Number:   | st193a |
| Process Document:      | IA - 2                          | Overall Due Date: |        |
| Current Workflow Step: | Finance Approval                | Step Due Date:    |        |
| Subject:               | NCE - 872055501                 |                   |        |
| Status:                | Approved                        |                   |        |

### Invoice Information

**Compile all backup documentation into one PDF file. Attach PDF document to Invoice Documentation data field.**

|                        |                                    |               |
|------------------------|------------------------------------|---------------|
| Vendor Invoice Number: | 872055501                          | DOC. 384075   |
| Vendor Invoice Date:   | 08.24.2018                         | PO. 0102074   |
| Period From:           | 07.01.2018                         | V. 106415     |
| Period To:             | 07.27.2018                         |               |
| Invoice Documentation: | st193a - NCE Invoice 872055501.pdf | entered 12/11 |

### Tracking Info

|                             |                    |                                 |            |
|-----------------------------|--------------------|---------------------------------|------------|
| CM Signature:               | Peter Vorametsanti | CM Approval Date:               | 11.28.2018 |
| PM Signature:               | Matthew Ruble      | PM Approval Date:               | 11.28.2018 |
| Division Manager Signature: | Richard Cho        | Division Manager Approval Date: | 11.29.2018 |
| Director Signature:         | Justin Lovell      | Director Approval Date:         | 11.29.2018 |

### Finance Info

|               |   |
|---------------|---|
| Check Number: |   |
| Check Date:   |   |
| Check Amount: | 0 |

#### Commitment Invoice Details

|                    |                                                              |           |                            |
|--------------------|--------------------------------------------------------------|-----------|----------------------------|
| Status:            | Approved                                                     | Approved: | 11.29.2018 (Justin Lovell) |
| Commitment:        | 0102074 - On Call Services - NCE                             |           |                            |
| Master Commitment: | FY 2018-19 Civil NCE - FY 2018-19 Civil Engineering Services |           |                            |
| Company/Contact:   | NCE                                                          |           |                            |
| Date Received:     | 11.28.2018                                                   | Date Due: |                            |

#### Commitment Invoice Custom Fields

|           |    |
|-----------|----|
| Migrated: | No |
|-----------|----|

Invoice Items

| Commitment<br>Item # | Description                    | Budget Line<br>Item | Invoiced To<br>Date | Retained To<br>Date | Invoice<br>Amount | Retainage<br>Percent | Retained This<br>Invoice |
|----------------------|--------------------------------|---------------------|---------------------|---------------------|-------------------|----------------------|--------------------------|
| 001                  | Professional Services (Design) | 110-040             | 63,800.00           | 0.00                | 29,950.00         | 0.00%                | 0.00                     |
| Totals               |                                |                     | 63,800.00           | 0.00                | 29,950.00         |                      | 0.00                     |

**Attached Documents**

| File Name                          | Attached By                                  | Date Attached | Step  |
|------------------------------------|----------------------------------------------|---------------|-------|
| st193a - NCE Invoice 872055501.pdf | Santos, Kim<br>(City of South San Francisco) | 11.28.2018    | Start |



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Nichols Consulting Engineers, CHTD  
1885 S. Arlington Ave.  
Suite 111  
Reno, NV 89509  
(775) 329-4955

City of South San Francisco  
Matt Ruble  
315 Maple Avenue  
South San Francisco, CA 94080

Invoice number 872055501  
Date 08/24/2018

Project **872.05.55 South San Francisco - 2018  
Surface Seal Project**

Professional Services Rendered through July 27, 2018

Project Name: 2018 Surface Seal Project FY 2018-19 (st193A)  
Task Order 2019-C2  
Project Budget: \$68,300

| Description                                               | Contract Amount  | Percent Complete | Prior Billed | Current Billed   | Total Billed     | Remaining Balance |
|-----------------------------------------------------------|------------------|------------------|--------------|------------------|------------------|-------------------|
| <b>1 Project Management &amp; Meetings</b>                |                  |                  |              |                  |                  |                   |
| 1A Project Kick-off and Progress Meetings                 | 6,000.00         | 65.00            | 0.00         | 3,900.00         | 3,900.00         | 2,100.00          |
| 1B Utility Coordination                                   | 2,900.00         | 10.00            | 0.00         | 290.00           | 290.00           | 2,610.00          |
| Subtotal                                                  | 8,900.00         | 47.08            | 0.00         | 4,190.00         | 4,190.00         | 4,710.00          |
| <b>2 Pavement Rehabilitation Design</b>                   |                  |                  |              |                  |                  |                   |
| 2A Pavement and C&G Condition Survey                      | 6,700.00         | 100.00           | 0.00         | 6,700.00         | 6,700.00         | 0.00              |
| 2B Pavement Design Recommendations                        | 3,800.00         | 0.00             | 0.00         | 0.00             | 0.00             | 3,800.00          |
| Subtotal                                                  | 10,500.00        | 63.81            | 0.00         | 6,700.00         | 6,700.00         | 3,800.00          |
| <b>3 Plans, Specifications &amp; Estimates (PS&amp;E)</b> |                  |                  |              |                  |                  |                   |
| 3A Design Data Gathering                                  | 4,900.00         | 100.00           | 0.00         | 4,900.00         | 4,900.00         | 0.00              |
| 3B 60% PS&E                                               | 17,700.00        | 80.00            | 0.00         | 14,160.00        | 14,160.00        | 3,540.00          |
| 3C 90% PS&E                                               | 10,900.00        | 0.00             | 0.00         | 0.00             | 0.00             | 10,900.00         |
| 3D Final (100%) PS&E                                      | 8,200.00         | 0.00             | 0.00         | 0.00             | 0.00             | 8,200.00          |
| Subtotal                                                  | 41,700.00        | 45.71            | 0.00         | 19,060.00        | 19,060.00        | 22,640.00         |
| <b>4 Bidding and Construction Support</b>                 |                  |                  |              |                  |                  |                   |
| 4A Bidding Support Services                               | 2,700.00         | 0.00             | 0.00         | 0.00             | 0.00             | 2,700.00          |
| 4B Construction Support Services                          | 4,500.00         | 0.00             | 0.00         | 0.00             | 0.00             | 4,500.00          |
| Subtotal                                                  | 7,200.00         | 0.00             | 0.00         | 0.00             | 0.00             | 7,200.00          |
| <b>Total</b>                                              | <b>68,300.00</b> | <b>43.85</b>     | <b>0.00</b>  | <b>29,950.00</b> | <b>29,950.00</b> | <b>38,350.00</b>  |

Invoice total **29,950.00**

#### Aging Summary

| Invoice Number | Invoice Date | Outstanding | Current   | Over 30 | Over 60 | Over 90 | Over 120 |
|----------------|--------------|-------------|-----------|---------|---------|---------|----------|
| 872055501      | 08/24/2018   | 29,950.00   | 29,950.00 |         |         |         |          |
|                | Total        | 29,950.00   | 29,950.00 | 0.00    | 0.00    | 0.00    | 0.00     |



### Invoice Approval - Commitments (IA) - 3

|                        |                                 |                   |        |
|------------------------|---------------------------------|-------------------|--------|
| Project:               | FY 2018-19 Surface Seal Project | Project Number:   | st193a |
| Process Document:      | IA - 3                          | Overall Due Date: |        |
| Current Workflow Step: | Finance Approval                | Step Due Date:    |        |
| Subject:               | NCE - 872055502                 |                   |        |
| Status:                | Approved                        |                   |        |

#### Invoice Information

**Compile all backup documentation into one PDF file. Attach PDF document to Invoice Documentation data field.**

|                        |                                    |               |
|------------------------|------------------------------------|---------------|
| Vendor Invoice Number: | 872055502                          | DOC. 384077   |
| Vendor Invoice Date:   | 09.19.2018                         | PO. 0102074   |
| Period From:           | 08.01.2018                         | V. 106415     |
| Period To:             | 08.31.2018                         |               |
| Invoice Documentation: | st193a - NCE Invoice 872055502.pdf | entered 12/11 |

#### Tracking Info

|                             |                    |                                 |            |
|-----------------------------|--------------------|---------------------------------|------------|
| CM Signature:               | Peter Vorametsanti | CM Approval Date:               | 11.28.2018 |
| PM Signature:               | Matthew Ruble      | PM Approval Date:               | 11.28.2018 |
| Division Manager Signature: | Richard Cho        | Division Manager Approval Date: | 11.29.2018 |
| Director Signature:         | Justin Lovell      | Director Approval Date:         | 11.29.2018 |

#### Finance Info

Check Number:

Check Date:

Check Amount: 0

**Commitment Invoice Details**

|                    |                                                              |           |                            |
|--------------------|--------------------------------------------------------------|-----------|----------------------------|
| Status:            | Approved                                                     | Approved: | 11.29.2018 (Justin Lovell) |
| Commitment:        | 0102074 - On Call Services - NCE                             |           |                            |
| Master Commitment: | FY 2018-19 Civil NCE - FY 2018-19 Civil Engineering Services |           |                            |
| Company/Contact:   | NCE                                                          |           |                            |
| Date Received:     | 11.28.2018                                                   | Date Due: |                            |

**Commitment Invoice Custom Fields**

|           |    |
|-----------|----|
| Migrated: | No |
|-----------|----|

**Invoice Items**

| Commitment<br>Item # | Description                    | Budget Line<br>Item | Invoiced To<br>Date | Retained To<br>Date | Invoice<br>Amount | Retainage<br>Percent | Retained This<br>Invoice |
|----------------------|--------------------------------|---------------------|---------------------|---------------------|-------------------|----------------------|--------------------------|
| 001                  | Professional Services (Design) | 110-040             | 63,800.00           | 0.00                | 29,950.00         | 0.00%                | 0.00                     |
| Totals               |                                |                     | 63,800.00           | 0.00                | 29,950.00         |                      | 0.00                     |

**Attached Documents**

| File Name                          | Attached By                                  | Date Attached | Step  |
|------------------------------------|----------------------------------------------|---------------|-------|
| st193a - NCE Invoice 872055502.pdf | Santos, Kim<br>(City of South San Francisco) | 11.28.2018    | Start |



Nichols Consulting Engineers, CHTD  
1885 S. Arlington Ave.  
Suite 111  
Reno, NV 89509  
(775) 329-4955

City of South San Francisco  
Matt Ruble  
315 Maple Avenue  
South San Francisco, CA 94080

Invoice number 872055502  
Date 09/19/2018

Project **872.05.55 South San Francisco - 2018  
Surface Seal Project**

Professional Services Rendered through August 31, 2018

Project: 2018 Surface Seal Project FY 2018-19(st193A)  
Task Order: 2019-C2  
Project Budget: \$68,300

| Description                                | Contract Amount | Percent Complete | Previously Invoiced | Current Amount | Remaining Balance |
|--------------------------------------------|-----------------|------------------|---------------------|----------------|-------------------|
| 1 Project Management & Meetings            |                 |                  |                     |                |                   |
| 1A Project Kick-off and Progress Meetings  | 6,000.00        | 80.00            | 3,900.00            | 900.00         | 1,200.00          |
| 1B Utility Coordination                    | 2,900.00        | 100.00           | 290.00              | 2,610.00       | 0.00              |
| Subtotal                                   | 8,900.00        | 86.52            | 4,190.00            | 3,510.00       | 1,200.00          |
| 2 Pavement Rehabilitation Design           |                 |                  |                     |                |                   |
| 2A Pavement and C&G Condition Survey       | 6,700.00        | 100.00           | 6,700.00            | 0.00           | 0.00              |
| 2B Pavement Design Recommendations         | 3,800.00        | 100.00           | 0.00                | 3,800.00       | 0.00              |
| Subtotal                                   | 10,500.00       | 100.00           | 6,700.00            | 3,800.00       | 0.00              |
| 3 Plans, Specifications & Estimates (PS&E) |                 |                  |                     |                |                   |
| 3A Design Data Gathering                   | 4,900.00        | 100.00           | 4,900.00            | 0.00           | 0.00              |
| 3B 60% PS&E                                | 17,700.00       | 100.00           | 14,160.00           | 3,540.00       | 0.00              |
| 3C 90% PS&E                                | 10,900.00       | 100.00           | 0.00                | 10,900.00      | 0.00              |
| 3D Final (100%) PS&E                       | 8,200.00        | 100.00           | 0.00                | 8,200.00       | 0.00              |
| Subtotal                                   | 41,700.00       | 100.00           | 19,060.00           | 22,640.00      | 0.00              |
| 4 Bidding and Construction Support         |                 |                  |                     |                |                   |
| 4A Bidding Support Services                | 2,700.00        | 0.00             | 0.00                | 0.00           | 2,700.00          |
| 4B Construction Support Services           | 4,500.00        | 0.00             | 0.00                | 0.00           | 4,500.00          |
| Subtotal                                   | 7,200.00        | 0.00             | 0.00                | 0.00           | 7,200.00          |
| Total                                      | 68,300.00       | 87.70            | 29,950.00           | 29,950.00      | 8,400.00          |

Invoice total **29,950.00**

**Aging Summary**

| Invoice Number | Invoice Date | Outstanding | Current   | Over 30 | Over 60 | Over 90 | Over 120 |
|----------------|--------------|-------------|-----------|---------|---------|---------|----------|
| 872055501      | 08/24/2018   | 29,950.00   | 29,950.00 |         |         |         |          |
| 872055502      | 09/19/2018   | 29,950.00   | 29,950.00 |         |         |         |          |
| Total          |              | 59,900.00   | 59,900.00 | 0.00    | 0.00    | 0.00    | 0.00     |

Project Expense Transaction Detail Report  
CITY OF SOUTH SAN FRANCISCO  
11/1/2018 through 12/31/2018

Project Number: st1702 UUD RULE 20A ANTOINETTE LN

| Date                         | Reference   | Description                        | Account #        | Hours      | Labor + Benefits | Materials | Other     | Total     |
|------------------------------|-------------|------------------------------------|------------------|------------|------------------|-----------|-----------|-----------|
| Phase #                      | 110         | DESIGN                             |                  |            |                  |           |           |           |
| Task #                       | 600         | CONTRACT/CONSULTANT SERVICES       |                  |            |                  |           |           |           |
| 12/11/2018                   | 17095-D     | Antoinette Lane Underground Ut     | E 510-99999-5999 |            |                  |           | 55,473.00 | 55,473.00 |
|                              |             | 107372 BELLECCI & ASSOCIATES, INC. | Check: 272436    | 12/12/2018 |                  |           |           |           |
| 12/26/2018                   | 18100047-01 | Underground Utility District-R     | E 510-99999-5999 |            |                  |           | 10,880.00 | 10,880.00 |
|                              |             | 104472 SWINERTON MGMT & CONSULTING | Check: 273008    | 1/4/2019   |                  |           |           |           |
| Task Total: 600              |             | CONTRACT/CONSULTANT SERVICES       |                  | 0.00       | 0.00             | 0.00      | 66,353.00 | 66,353.00 |
| Phase Total: 110             |             | DESIGN                             |                  | 0.00       | 0.00             | 0.00      | 66,353.00 | 66,353.00 |
| Project Number Total: st1702 |             | UUD RULE 20A ANTOINETTE LN         |                  | 0.00       | 0.00             | 0.00      | 66,353.00 | 66,353.00 |
| GRAND TOTAL:                 |             |                                    |                  | 0.00       | 0.00             | 0.00      | 66,353.00 | 66,353.00 |



## Invoice Approval - Commitments (IA) - 3

|                        |                                                        |                   |        |
|------------------------|--------------------------------------------------------|-------------------|--------|
| Project:               | Underground Utility District-<br>Rule 20A (Antoinette) | Project Number:   | st1702 |
| Process Document:      | IA - 3                                                 | Overall Due Date: |        |
| Current Workflow Step: | Finance Approval                                       | Step Due Date:    |        |
| Subject:               | BELLECCI & ASSOCIATES, INC. -<br>17095-D               |                   |        |
| Status:                | Approved                                               |                   |        |

### Invoice Information

**Compile all backup documentation into one PDF file. Attach PDF document to Invoice Documentation data field.**

|                        |                               |                                                              |
|------------------------|-------------------------------|--------------------------------------------------------------|
| Vendor Invoice Number: | 17095-D                       | DOC. 384084<br>PO. 0101095<br>V. 107372<br><br>entered 12/11 |
| Vendor Invoice Date:   | 11.12.2018                    |                                                              |
| Period From:           | 07.07.2018                    |                                                              |
| Period To:             | 09.09.2018                    |                                                              |
| Invoice Documentation: | st1702 - Bellecci Invoice.pdf |                                                              |

### Tracking Info

|                             |                    |                                 |            |
|-----------------------------|--------------------|---------------------------------|------------|
| CM Signature:               | Peter Vorametsanti | CM Approval Date:               | 11.21.2018 |
| PM Signature:               | Matthew Ruble      | PM Approval Date:               | 11.21.2018 |
| Division Manager Signature: | Richard Cho        | Division Manager Approval Date: | 11.29.2018 |
| Director Signature:         | Justin Lovell      | Director Approval Date:         | 11.30.2018 |

**Finance Info**

|               |   |
|---------------|---|
| Check Number: |   |
| Check Date:   |   |
| Check Amount: | 0 |

**Commitment Invoice Details**

|                  |                                                              |           |                            |
|------------------|--------------------------------------------------------------|-----------|----------------------------|
| Status:          | Approved                                                     | Approved: | 11.30.2018 (Justin Lovell) |
| Commitment:      | 0101695 - ANTOINETTE LANE<br>UNDERGROUND UTILITY<br>DISTRICT |           |                            |
| Company/Contact: | BELLECCI & ASSOCIATES, INC.                                  |           |                            |
| Date Received:   | 11.21.2018                                                   | Date Due: | 12.12.2018                 |

**Commitment Invoice Custom Fields**

|           |    |
|-----------|----|
| Migrated: | No |
|-----------|----|

**Invoice Items**

| Commitment<br>Item # | Description     | Budget Line<br>Item | Funding<br>Rule           | Invoiced To<br>Date | Retained To<br>Date | Invoice<br>Amount | Retainage<br>Percent | Retained<br>This Invoice |
|----------------------|-----------------|---------------------|---------------------------|---------------------|---------------------|-------------------|----------------------|--------------------------|
| 1                    | Contract Amount | 110-040             | Rule 20A-<br>Measure<br>W | 119,716.00          | 0.00                | 55,473.00         | 0.00%                | 0.00                     |
| <b>Totals</b>        |                 |                     |                           | 119,716.00          | 0.00                | 55,473.00         |                      | 0.00                     |

**Attached Documents**

| File Name                     | Attached By                           | Date Attached | Step  |
|-------------------------------|---------------------------------------|---------------|-------|
| st1702 - Bellecci Invoice.pdf | Vorametsanti,<br>Peter<br>(Swinerton) | 11.21.2018    | Start |

# Invoice



**BELLECCI & ASSOCIATES, INC.**  
2290 DIAMOND BLVD, SUITE 100  
CONCORD, CA 94520-5744  
(925) 685-4569 FAX (925) 685-4838

DATE

INVOICE #

11/12/2018

17095-D

**BILL TO:**

City of South San Francisco  
Engineering Division  
315 Maple Ave.  
South San Francisco, CA 94080  
Attn: Kathleen Phalen

P.O. NUMBER

TERMS

PROJECT

Net 30

17095P - Antoinette La...

QUANTITY

DESCRIPTION

RATE

AMOUNT

Services July 2, 2018 Through November 9, 2018

City of South San Francisco  
Antoinette Lane UUD Project

Total Invoiced  
(See Attached Spreadsheet)

55,473.00

55,473.00



Thank you for your business.

**TOTAL**

**\$55,473.00**



296471

# Invoice



**BELLECCI & ASSOCIATES, INC.**  
2290 DIAMOND BLVD, SUITE 100  
CONCORD, CA 94520-5744  
(925) 685-4569 FAX (925) 685-4838

DATE

INVOICE #

11/12/2018

17095-D

**BILL TO:**

City of South San Francisco  
Engineering Division  
315 Maple Ave.  
South San Francisco, CA 94080  
Attn: Kathleen Phalen

P.O. NUMBER

TERMS

PROJECT

Net 30

17095P - Antoinette La...

QUANTITY

DESCRIPTION

RATE

AMOUNT

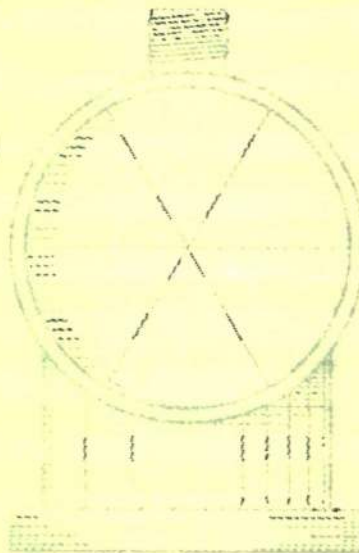
Services July 2, 2018 Through November 9, 2018

City of South San Francisco  
Antoinette Lane UUD Project

Total Invoiced  
(See Attached Spreadsheet)

55,473.00

55,473.00



Thank you for your business.

**TOTAL**

**\$55,473.00**





## City of South San Francisco

**ANTOINETTE LANE UUD PROJECT**

Bellecci &amp; Associates Invoice #17095-D

Invoice Date: November 12, 2018

Period: **July 2, 2018 thru November 9, 2018**

| #                            | Task                                 | Budget           | Previous %<br>Complete | Current %<br>Complete | Total %<br>Complete | Previously<br>Invoiced | Current Invoice | Total<br>Invoiced | Amount<br>Remaining |
|------------------------------|--------------------------------------|------------------|------------------------|-----------------------|---------------------|------------------------|-----------------|-------------------|---------------------|
| 1.1                          | Surveying - Base map                 | \$8,720          | 100.00%                | 0.00%                 | 100.00%             | \$8,720                | \$0             | \$8,720           | \$0                 |
| 1.2                          | Utility Mapping/Coordination         | \$3,420          | 100.00%                | 0.00%                 | 100.00%             | \$3,420                | \$0             | \$3,420           | \$0                 |
| 1.3                          | Meeting & Coordination w/City        | \$1,450          | 100.00%                | 0.00%                 | 100.00%             | \$1,450                | \$0             | \$1,450           | \$0                 |
| 1.4                          | Utility Locating (Subtronic)         | \$8,787          | 100.00%                | 0.00%                 | 100.00%             | \$8,787                | \$0             | \$8,787           | \$0                 |
| 1.5                          | JT Intent                            | \$10,280         | 100.00%                | 0.00%                 | 100.00%             | \$10,280               | \$0             | \$10,280          | \$0                 |
| 1.6                          | Reimbursibles                        | \$125            | 100.00%                | 0.00%                 | 100.00%             | \$125                  | \$0             | \$125             | \$0                 |
| 2.1                          | Meetings w/PG&E during Intent        | \$1,570          | 100.00%                | 0.00%                 | 100.00%             | \$1,570                | \$0             | \$1,570           | \$0                 |
| 2.2                          | PG&E Design Support                  | \$1,450          | 100.00%                | 0.00%                 | 100.00%             | \$1,450                | \$0             | \$1,450           | \$0                 |
| 2.3                          | Ph 1 Estimate / Preliminary Form B   | \$2,380          | 100.00%                | 0.00%                 | 100.00%             | \$2,380                | \$0             | \$2,380           | \$0                 |
| 2.4                          | changes by Utilities                 | \$8,120          | 100.00%                | 0.00%                 | 100.00%             | \$8,120                | \$0             | \$8,120           | \$0                 |
| 2.5                          | Property/Frontage/Utility Mapping    | \$8,470          | 15.00%                 | 70.00%                | 85.00%              | \$1,271                | \$5,929         | \$7,200           | \$1,271             |
| 2.6                          | Legals/Property Line Field Surveying | \$2,560          | 100.00%                | 0.00%                 | 100.00%             | \$2,560                | \$0             | \$2,560           | \$0                 |
| 3.1-3.2                      | Meeting + 65% JT Plans               | \$33,338         | 40.00%                 | 60.00%                | 100.00%             | \$13,335               | \$20,003        | \$33,338          | \$0                 |
| 3.3-3.4                      | 100% Submittal and 100% Form B       | \$38,440         | 0.00%                  | 58.00%                | 58.00%              | \$0                    | \$22,295        | \$22,295          | \$16,145            |
| 3.5                          | Site Work at Appt Property           | \$17,602         | 0.00%                  | 40.00%                | 40.00%              | \$0                    | \$7,041         | \$7,041           | \$10,561            |
| 3.6                          | Geotech                              | \$10,700         | 0.00%                  | 0.00%                 | 0.00%               | \$0                    | \$0             | \$0               | \$10,700            |
| 3.7                          | Structural Engineering               | \$14,700         | 0.00%                  | 0.00%                 | 0.00%               | \$0                    | \$0             | \$0               | \$14,700            |
| 3.8                          | Bid Documents                        | \$5,300          | 0.00%                  | 0.00%                 | 0.00%               | \$0                    | \$0             | \$0               | \$5,300             |
| 3.8                          | Printing & Delivery Allowance        | \$410            | 50.00%                 | 50.00%                | 100.00%             | \$205                  | \$205           | \$410             | \$0                 |
| 4.1                          | DSCD                                 | \$47,422         | 0.00%                  | 0.00%                 | 0.00%               | \$0                    | \$0             | \$0               | \$47,422            |
| <b>total contract amount</b> |                                      | <b>\$225,244</b> |                        |                       |                     | <b>\$63,673</b>        | <b>\$55,473</b> | <b>\$119,146</b>  | <b>\$106,099</b>    |

Vendor # 104472  
 Doc # 384889  
 PO # 0101838  
 12/26/18



## Invoice Approval - Commitments (IA) - 4

|                           |                                                        |                   |        |
|---------------------------|--------------------------------------------------------|-------------------|--------|
| Project:                  | Underground Utility District-<br>Rule 20A (Antoinette) | Project Number:   | st1702 |
| Process<br>Document:      | IA - 4                                                 | Overall Due Date: |        |
| Current Workflow<br>Step: | Finance Approval                                       | Step Due Date:    |        |
| Subject:                  | SWINERTON MGMT &<br>CONSULTING - 18100047-01           |                   |        |
| Status:                   | Approved                                               |                   |        |

### Invoice Information

**Compile all backup documentation into one PDF file. Attach PDF document to Invoice Documentation data field.**

|                           |                                                |
|---------------------------|------------------------------------------------|
| Vendor Invoice<br>Number: | 18100047-01                                    |
| Vendor Invoice<br>Date:   | 12.05.2018                                     |
| Period From:              | 11.01.2018                                     |
| Period To:                | 11.30.2018                                     |
| Invoice<br>Documentation: | SSF 17100045 Invoice - 12-4-18 signed 2 13.pdf |

### Tracking Info

|                                |                    |                                    |            |
|--------------------------------|--------------------|------------------------------------|------------|
| CM Signature:                  | Peter Vorametsanti | CM Approval Date:                  | 12.05.2018 |
| PM Signature:                  | Matthew Ruble      | PM Approval Date:                  | 12.05.2018 |
| Division Manager<br>Signature: | Richard Cho        | Division Manager<br>Approval Date: | 12.10.2018 |
| Director Signature:            | Eunejune Kim       | Director Approval<br>Date:         | 12.13.2018 |

**Finance Info**

|               |   |
|---------------|---|
| Check Number: |   |
| Check Date:   |   |
| Check Amount: | 0 |

**Commitment Invoice Details**

|                  |                                                                                  |           |                           |
|------------------|----------------------------------------------------------------------------------|-----------|---------------------------|
| Status:          | Approved                                                                         | Approved: | 12.13.2018 (Eunejune Kim) |
| Commitment:      | 0101838 - ON CALL RESO 141-2017 MULTI-DISCIPLINARY ENGINEERING SERVICES FY 17-18 |           |                           |
| Company/Contact: | SWINERTON MGMT & CONSULTING                                                      |           |                           |
| Date Received:   | 12.05.2018                                                                       | Date Due: |                           |

**Commitment Invoice Custom Fields**

|           |    |
|-----------|----|
| Migrated: | No |
|-----------|----|

Invoice Items

| Commitment<br>Item # | Description                            | Budget Line<br>Item | Funding<br>Rule           | Invoiced To<br>Date | Retained To<br>Date | Invoice<br>Amount | Retainage<br>Percent | Retained<br>This Invoice |
|----------------------|----------------------------------------|---------------------|---------------------------|---------------------|---------------------|-------------------|----------------------|--------------------------|
| 1                    | Project Management (Prelim<br>Studies) | 100-030             | Rule 20A-<br>Measure<br>W | 54,310.00           | 0.00                | 10,880.00         | 0.00%                | 0.00                     |
| <b>Totals</b>        |                                        |                     |                           | 54,310.00           | 0.00                | 10,880.00         |                      | 0.00                     |

**Attached Documents**

| File Name                                      | Attached By                     | Date Attached | Step  |
|------------------------------------------------|---------------------------------|---------------|-------|
| SSF 17100045 Invoice - 12-4-18 signed 2 13.pdf | Vorametsanti, Peter (Swinerton) | 12.06.2018    | Start |



# INVOICE

**SWINERTON**  
MANAGEMENT & CONSULTING

Invoice Date: 12/5/2018

City of South San Francisco  
315 Maple Street  
South San Francisco, CA 94080  
Attn: Sam Bautista, Principal Civil Engineer

Re: City of South San Francisco Project Management Services

SMC Job # 18100047  
Invoice # 18100047-01  
Vendor # 620773  
SSF PO #  
SSF TO # 2019-E16

## Antoinette Underground District Phase 1 (st1702)

For Services from November 1 - 30, 2018

|                     | Peter V.<br>Program<br>Manager | Kathleen<br>Phalen,<br>Program Mgr. | Henry<br>Saïdina, Sr.<br>Project Mgr. | Jeff<br>Neuenburg,<br>PM/Inspector | Lissette<br>Morales,<br>PM/Inspector | Subtotal |
|---------------------|--------------------------------|-------------------------------------|---------------------------------------|------------------------------------|--------------------------------------|----------|
| Hourly Rates        | \$188                          | \$170                               | \$125                                 | \$121                              | \$125                                |          |
| November 2018 Hours |                                | 64                                  |                                       |                                    |                                      | 64       |
| Extension           | \$0                            | \$10,880                            | \$0                                   | \$0                                | \$0                                  | \$10,880 |

### Reimbursables

Reimbursement Subtotal \$0.00

Current Charges (this Month) \$10,880.00

### CONTRACT SUMMARY

|                          |               |                                  |
|--------------------------|---------------|----------------------------------|
| Maximum Contract Amount: | \$ 176,029.00 | Time & materials (not to exceed) |
| Amendments:              | -             | (excl. contingency)              |
| Total Current Contract:  | \$ 176,029.00 |                                  |
| Previously Billed:       |               |                                  |
| Current Amount Due:      | 10,880.00     |                                  |
| Billed to Date:          | \$ 10,880.00  |                                  |
| Paid to Date:            | -             |                                  |
| Remaining Budget:        | \$ 165,149.00 |                                  |

Total Due this Invoice (Pay this amount):

\$10,880.00

Program Manager

*Peter V.*

## General Ledger Balances

Page 1 of 1

Criteria: As Of = 12/31/2018; Period = 0,1..12; Summarize By = Report,Fund,ObjectGroup,Object; Fund = 101

| Object                                           | Title                         | Beginning<br>Balance | Year-To-Date<br>Debits | Year-To-Date<br>Credits | Ending<br>Balance |
|--------------------------------------------------|-------------------------------|----------------------|------------------------|-------------------------|-------------------|
| <b>Fund 101 -- MEASURE W</b>                     |                               |                      |                        |                         |                   |
| <b>Object Group 11000 -- CURRENT ASSETS</b>      |                               |                      |                        |                         |                   |
| 11101                                            | CASH AND INVESTMENT           | 9,444,975.66         | 7,388,952.75           | 2,630,183.23            | 14,203,745.18     |
| 11208                                            | ACCOUNTS RECEIVABLE - OTHER   | 1,959,169.26         | 0.00                   | 1,959,169.26            | 0.00              |
| <b>Total CURRENT ASSETS</b>                      |                               | 11,404,144.92        | 7,388,952.75           | 4,589,352.49            | 14,203,745.18     |
| <b>Object Group 21000 -- CURRENT LIABILITIES</b> |                               |                      |                        |                         |                   |
| 21101                                            | ACCOUNTS PAYABLE              | 0.00                 | 40,975.00              | 40,975.00               | 0.00              |
| <b>Total CURRENT LIABILITIES</b>                 |                               | 0.00                 | 40,975.00              | 40,975.00               | 0.00              |
| <b>Object Group 27000 -- FUND BALANCES</b>       |                               |                      |                        |                         |                   |
| 27001                                            | FUND BALANCE                  | 0.00                 | 0.00                   | 7,369,335.08            | (7,369,335.08)    |
| 27202                                            | RESERVE FOR ENCUMBRANCE       | (53,650.00)          | 40,975.00              | 0.00                    | (12,675.00)       |
| 27304                                            | DES FOR CURRENT CAPITAL PROJ. | (7,315,685.08)       | 7,315,685.08           | 0.00                    | 0.00              |
| 27472                                            | DESIGNATED FOR CIVIC CAMPUS   | (4,034,809.84)       | 0.00                   | 0.00                    | (4,034,809.84)    |
| <b>Total FUND BALANCES</b>                       |                               | (11,404,144.92)      | 7,356,660.08           | 7,369,335.08            | (11,416,819.92)   |
| <b>Object Group 28000 -- CONTROL ACCOUNTS</b>    |                               |                      |                        |                         |                   |
| 28001                                            | ENCUMBRANCES                  | 0.00                 | 53,650.00              | 40,975.00               | 12,675.00         |
| 28003                                            | APPROPRIATION CONTROL         | 0.00                 | 0.00                   | 7,369,335.08            | (7,369,335.08)    |
| 28004                                            | BUDGETED FUND BALANCE         | 0.00                 | 7,369,335.08           | 0.00                    | 7,369,335.08      |
| 28005                                            | REVENUE CONTROL               | 0.00                 | 1,959,169.26           | 6,339,635.63            | (4,380,466.37)    |
| 28006                                            | EXPENDITURE CONTROL           | 0.00                 | 2,630,183.23           | 1,049,317.12            | 1,580,866.11      |
| <b>Total CONTROL ACCOUNTS</b>                    |                               | 0.00                 | 12,012,337.57          | 14,799,262.83           | (2,786,925.26)    |
| <b>Total MEASURE W</b>                           |                               | 0.00                 | 26,798,925.40          | 26,798,925.40           | 0.00              |
| <b>Total</b>                                     |                               | 0.00                 | 26,798,925.40          | 26,798,925.40           | 0.00              |

**Measure W - Life to Date Revenues and Expenditures**  
by Calendar Year

|              | <b>2016</b>      | <b>2017</b>      | <b>2018</b>     | <b>Total</b>      |
|--------------|------------------|------------------|-----------------|-------------------|
| Revenues     | 3,510,433        | 8,758,889        | 9,483,792       | 21,753,113        |
| Expenditures | (320,026)        | (1,841,789)      | (9,557,223)     | (11,719,037)      |
| <b>Net</b>   | <b>3,190,406</b> | <b>6,917,101</b> | <b>(73,431)</b> | <b>10,034,076</b> |