



## Legislation Text

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**File #:** 17-161, **Version:** 1

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Report transmitting Measure W transaction detail reports for Fiscal Year 2016-17 from July through December 2016. (*Richard Lee, Director of Finance*)

### **RECOMMENDATION**

**Information item only. No formal action is needed.**

### **BACKGROUND/DISCUSSION**

Attached for the Measure W Citizens' Oversight Committee's information are transaction detail reports and accompanying support documentation for Measure W revenues and expenditures for the period of July through December 2016.

Through December 31, 2016, the City has received \$3,061,807.25 in Measure W transactions and use tax revenue, which include advances for the months of July, August, September and October, and true-up reconciliation payments for the second and third quarters of 2016 from the State Board of Equalization.

Conversely, the City has expended \$91,387.75 in Measure W funds for architectural, survey, and engineering services.

### **CONCLUSION**

Measure W revenues and expenditures were reported accurately and in compliance with Measure W ballot language.

#### Attachments:

1. Measure W Revenues July through December 2016
2. Measure W Expenditures July through December 2016

**Revenue Transactions**

Criteria: From/To = 7/1/2016..12/31/2016; Period = 0..1..12; Summarize by = Report,Fund, Fund = 101; Transaction Type = Actual

Post On	Document	Doc Svc	Type	Fund	Reference	Program	Object	Amount	Description
<b>Fund 101 -- MEASURE W</b>									
7/20/2016	CR-737172	gl_cr	CR	101	53714	00000	30207	447,800.00	Measure W Sales Tax
7/20/2016	GJ-743708	acru_r_je	GJ	101	53720-R	00000	30207	(447,800.00)	FY15-16 Measure W Sales Tax-CA
8/15/2016	CR-741999	gl_cr	CR	101	54263	00000	30207	597,000.00	Measure W Sales Tax
8/15/2016	GJ-743722	acru_r_je	GJ	101	54266-R	00000	30207	(597,000.00)	FY15-16 Measure W Sales Tax
9/23/2016	CR-749751	gl_cr	CR	101	55093	00000	30207	810,104.92	Measure W Sales Tax <b>A</b>
10/19/2016	CR-754460	gl_cr	CR	101	55747	00000	30207	486,600.00	Measure W Sales Tax <b>B</b>
11/16/2016	CR-759771	gl_cr	CR	101	56300	00000	30207	648,800.00	Measure W Sales Tax <b>C</b>
12/23/2016	CR-766709	gl_cr	CR	101	56997	00000	30207	1,116,302.33	Measure W Sales Tax <b>D</b>
<b>Total MEASURE W</b>								3,061,807.25	
<b>Total</b>								3,061,807.25	



# STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER  
99216427

## DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account at bank 121000248 from the RETAIL SALES TAX

09 | 23 | 16

216427  
CITY OF SO. SAN FRAN T&U TAX  
DIRECTOR OF FINANCE  
PO BOX 711  
SOUTH SAN FRANCISCO CA  
94083-0711

DOLLARS	CENTS
\$**810104.	92

**NOT NEGOTIABLE**

437

PAYEE IDENTIFICATION  
NUMBER(S)

When changing accounts or financial institutions, notify your retirement system or agency accounting office immediately. Do not close your old account until you have received your first payment in your new account.



**BETTY T. YEE**  
CALIFORNIA STATE CONTROLLER

### STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

437      DATE: 09/15/2016      FOR THE PERIODS SHOWN BELOW  
PAYEE: CITY OF SO. SAN FRAN T&U TAX  
DIRECTOR OF FINANCE

TOTAL DUE	2nd Qtr 16	1,831,784.92
PRIOR CREDITS		0.00
PRIOR ADVANCES	2nd Qtr 16	1,492,600.00-
COST OF ADMIN		15,680.00-
-----		
BALANCE	2nd Qtr 16	323,504.92
CURRENT ADVANCE	Jul 2016	486,600.00
<b>TOTAL PAYMENT</b>		<b>810,104.92</b>

(A)

# Local Jurisdiction Statement of Tax Distribution

437 Date: For the periods shown below  
09/15/2016

Payee: CITY OF SO. SAN FRAN T&U TAX/DIRECTOR OF  
FINANCE

Total Due	2nd Qtr 16	1,831,784.92
Prior Credits		0.00
Prior Advances	2nd Qtr 16	-1,492,600.00
Cost of Admin		-15,680.00
<hr/>		
Balance	2nd Qtr 16	323,504.92
Current Advance	Jul 2016	486,600.00
<hr/>		
Total Payment (by EFT)		<b>810,104.92</b>

If you have questions regarding this statement, please contact  
BOE-Local Revenue and Allocation Unit at 916-324-3000.

[Back to Query Page \(/boewebservices/localJur.jsp\)](#)

(A)



400 Grand Ave  
 PO Box 711  
 South San Francisco, CA 94083

**OFFICIAL RECEIPT**

Deposit number		0915	Receipt Number	55093
Payee name		STATE OF CALIFORNIA	Receipt date	09/23/2016
Receipt desc		LOCAL SALES TAX	Check number	ach
Description		Account	Check date	09/23/2016
1% Sales Tax				
		R 100-00000-30201		1,597,868.47
Measure W Sales Tax				
		R 101-00000-30207		810,104.92
			Receipt amount	2,407,973.39
			Check amount	2,407,973.39
			Cash amount	0.00
			Credit amount	0.00
			Change tendered	0.00

Signature \_\_\_\_\_

9/26/2016

Treasury Information Report: Previous Day Composite Report



ACH-Wire Credits  
 09/26/2016 12:27 PM ET  
 CUSTOMER ID: CITYSSF  
 OPERATOR ID: JYOUNG

**CITY OF SOUTH SAN FRANCISCO**  
 Previous Day Composite Report  
 As of 09/23/2016

Commercial Electronic Office®

Treasury Information Reporting

Currency:USD  
 Bank: 121000248  
 Account: 4123724437(CA)

**WELLS FARGO BANK, N.A.**  
**CITY OF SOUTH SF DEPOSIT ACCT**

**Credit Transactions**

9/23/2016	169 / MISCELLANEOUS ACH CREDIT Cust Ref: 00000000000 Unique ID: 00000091004553663838 BD OF EQUALIZATN BOE-LOCLTX 091916 41022 ACCOUNTS RECEIVABL C	Credit Amount: 1,597,868.47 Bank Ref: IA000012656439	1,597,868.47
9/23/2016	169 / MISCELLANEOUS ACH CREDIT Cust Ref: 00000000000 Unique ID: 00000091004553663839 BD OF EQUALIZATN BOE-LOCLTX 091916 437 CITY OF SO. SAN FR	Credit Amount: 810,104.92 Bank Ref: IA000012656440	810,104.92
	<b>MISCELLANEOUS ACH CREDIT Total</b>	<b>Credit Amount</b>	<b>2,407,973.39</b>
	<b>Credit Total</b>	<b>Credit Amount</b>	<b>2,407,973.39</b>

*A*

55093



# STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER  
99690724

## DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account at bank 121000248 from the RETAIL SALES TAX

690724  
CITY OF SO. SAN FRAN T&U TAX  
DIRECTOR OF FINANCE  
PO BOX 711  
SOUTH SAN FRANCISCO CA  
94083-0711

10 | 19 | 16

DOLLARS	CENTS
\$**486600	.00

**NOT NEGOTIABLE**

437

PAYEE IDENTIFICATION  
NUMBER(S)

When changing accounts or financial institutions, notify your retirement system or agency accounting office immediately. Do not close your old account until you have received your first payment in your new account.



**BETTY T. YEE**  
CALIFORNIA STATE CONTROLLER

### STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

437      DATE: 10/10/2016      FOR THE PERIODS SHOWN BELOW  
PAYEE: CITY OF SO. SAN FRAN T&U TAX  
DIRECTOR OF FINANCE

CURRENT ADVANCE	Aug 2016	486,600.00
PRIOR CREDITS		0.00
<b>TOTAL PAYMENT</b>		<b>486,600.00</b>

(B)

# Local Jurisdiction Statement of Tax Distribution

437 Date: For the periods shown below  
10/10/2016

Payee: CITY OF SO. SAN FRAN T&U TAX/DIRECTOR OF  
FINANCE

Current Advance	Aug 2016	486,600.00
Prior Credits		0.00
<hr/>		
Total Payment (by EFT)		486,600.00

If you have questions regarding this statement, please contact  
BOE-Local Revenue and Allocation Unit at 916-324-3000.

[Back to Query Page \(/boewebservices/localJur.jsp\)](#)

(B)



400 Grand Ave  
 PO Box 711  
 South San Francisco, CA 94083

**OFFICIAL RECEIPT**

Deposit number		1010	Receipt Number	55747
Payee name		STATE OF CALIFORNIA	Receipt date	10/19/2016
Receipt desc		LOCAL SALES TAX	Check number	ach
Description		Account	Check date	10/19/2016
1% Sales Tax				
		R 100-00000-30201		986,100.00
Measure W Sales Tax				
		R 101-00000-30207		486,600.00
			Receipt amount	1,472,700.00
			Check amount	1,472,700.00
			Cash amount	0.00
			Credit amount	0.00
			Change tendered	0.00

Signature \_\_\_\_\_

10/20/2016

Treasury Information Report: Previous Day Composite Report



Custom ACH-Wire Crex  
 10/20/2016 12:42 PM ET  
 CUSTOMER ID: CITYSSF  
 OPERATOR ID: JYOUNG

**CITY OF SOUTH SAN FRANCISCO**  
 Previous Day Composite Report  
 As of 10/19/2016


Commercial Electronic Office®

Treasury Information Reporting

Currency:USD  
 Bank: 121000248  
 Account: 4123724437(CA)

**WELLS FARGO BANK, N.A.**  
**CITY OF SOUTH SF DEPOSIT ACCT**

**Credit Transactions**

10/19/2016	169 / MISCELLANEOUS ACH CREDIT Cust Ref: 00000000000 Unique ID: 00000091003756894703 BD OF EQUALIZATN BOE-LOCLTX 101316 41022 ACCOUNTS RECEIVABL C	Credit Amount: Bank Ref: IA000014836676	986,100.00
10/19/2016	169 / MISCELLANEOUS ACH CREDIT Cust Ref: 00000000000 Unique ID: 00000091003756894704 BD OF EQUALIZATN BOE-LOCLTX 101316 437 CITY OF SO. SAN FR	Credit Amount: Bank Ref: IA000014836677	 486,600.00
10/19/2016	169 / MISCELLANEOUS ACH CREDIT Cust Ref: 00000000000 Unique ID: 00000091003756894705 CBP TREAS 310 MISC PAY 101916 XXXXX0508 RMR*IV*ICFIOPSREIM116SF1666ENDAUG*PI*5490.72\	Credit / Bank Ref: IA03615	986,100.00+ 486,600.00+ 002 55747 1,472,700.00**





# STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER  
99211756

## DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account at bank 121000248 from the RETAIL SALES TAX

11 | 16 | 16

211756  
CITY OF SO. SAN FRAN T&U TAX  
DIRECTOR OF FINANCE  
PO BOX 711  
SOUTH SAN FRANCISCO CA  
94083-0711

DOLLARS	CENTS
\$**648800	.00

**NOT NEGOTIABLE**

437

PAYEE IDENTIFICATION  
NUMBER(S)

When changing accounts or financial institutions, notify your retirement system or agency accounting office immediately. Do not close your old account until you have received your first payment in your new account.



**BETTY T. YEE**  
CALIFORNIA STATE CONTROLLER

### STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

437      DATE: 11/04/2016      FOR THE PERIODS SHOWN BELOW  
PAYEE: CITY OF SO. SAN FRAN T&U TAX  
DIRECTOR OF FINANCE

CURRENT ADVANCE	Sep 2016	648,800.00
PRIOR CREDITS		0.00
<b>TOTAL PAYMENT</b>		<b>648,800.00</b>

©

# Local Jurisdiction Statement of Tax Distribution

437 Date: For the periods shown below  
11/04/2016

Payee: CITY OF SO. SAN FRAN T&U TAX/DIRECTOR OF  
FINANCE

Current Advance	Sep 2016	648,800.00
Prior Credits		0.00
<hr/>		
Total Payment (by EFT)		648,800.00
<hr/>		

If you have questions regarding this statement, please contact  
BOE-Local Revenue and Allocation Unit at 916-324-3000.

[Back to Query Page \(/boewebservices/localJur.jsp\)](#)





400 Grand Ave  
 PO Box 711  
 South San Francisco, CA 94083

**OFFICIAL RECEIPT**

		Receipt Number	56300
Deposit number	1104	Receipt date	11/16/2016
Payee name	STATE OF CALIFORNIA	Check number	ach
Receipt desc	LOCAL SALES TAX	Check date	11/16/2016
Description	Account	Amount	
1% Sales Tax			
	R 100-00000-30201	1,314,900.00	
Measure W Sales Tax			
	R 101-00000-30207	648,800.00	
		Receipt amount	1,963,700.00
		Check amount	1,963,700.00
		Cash amount	0.00
		Credit amount	0.00
		Change tendered	0.00

Signature \_\_\_\_\_

11/17/2016

Treasury Information Report: Previous Day Composite Report



**ACH-Wire Credits**  
 11/17/2016 12:09 PM ET  
 CUSTOMER ID: CITYSSF  
 OPERATOR ID: JYOUNG

**CITY OF SOUTH SAN FRANCISCO**  
 Previous Day Composite Report  
 As of 11/16/2016

Commercial Electronic Office®

Treasury Information Reporting

Currency:USD  
 Bank: 121000248  
 Account: 4123724437(CA)

**WELLS FARGO BANK, N.A.**  
**CITY OF SOUTH SF DEPOSIT ACCT**

**Credit Transactions**

11/16/2016	169 / MISCELLANEOUS ACH CREDIT Cust Ref: 00000000000 Unique ID: 00000091004455001245 BD OF EQUALIZATN BOE-LOCLTX 110816 41022 ACCOUNTS RECEIVABL C	Credit Amount: Bank Ref: IA000012603931	1,314,900.00    <i>56300</i>
11/16/2016	169 / MISCELLANEOUS ACH CREDIT Cust Ref: 00000000000 Unique ID: 00000091004455001251 SMC AP PAYMENTS PAYMENT 161115 Z000011 SOUTH SAN FRANCISCO, C	Credit Amount: Bank Ref: IA000494725979	821,007.71
11/16/2016	169 / MISCELLANEOUS ACH CREDIT Cust Ref: 00000000000 Unique ID: 00000091004455001246	Credit Amount: Bank Ref: IA000012603932	648,800.00    



# STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER  
99835378

## DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account at bank 121000248 from the RETAIL SALES TAX

12 | 23 | 16

835378  
CITY OF SO. SAN FRAN T&U TAX  
DIRECTOR OF FINANCE  
PO BOX 711  
SOUTH SAN FRANCISCO CA  
94083-0711

DOLLARS	CENTS
\$*1116302	.33

**NOT NEGOTIABLE**

437

PAYEE IDENTIFICATION  
NUMBER(S)

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**BETTY T. YEE**  
CALIFORNIA STATE CONTROLLER

### STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

437      DATE: 12/16/2016      FOR THE PERIODS SHOWN BELOW  
 PAYEE: CITY OF SO. SAN FRAN T&U TAX  
 DIRECTOR OF FINANCE

TOTAL DUE	3rd Qtr 16	2,218,282.33
PRIOR CREDITS		0.00
PRIOR ADVANCES	3rd Qtr 16	1,622,000.00-
COST OF ADMIN		15,680.00-
-----		
BALANCE	3rd Qtr 16	580,602.33
CURRENT ADVANCE	Oct 2016	535,700.00
TOTAL PAYMENT		1,116,302.33

(D)

# Local Jurisdiction Statement of Tax Distribution

437 Date: For the periods shown below

12/16/2016

Payee: CITY OF SO. SAN FRAN T&U TAX/DIRECTOR OF FINANCE

Total Due	3rd Qtr 16	2,218,282.33
Prior Credits		0.00
Prior Advances	3rd Qtr 16	-1,622,000.00
Cost of Admin		-15,680.00
<hr/>		
Balance	3rd Qtr 16	580,602.33
Current Advance	Oct 2016	535,700.00
<hr/>		
Total Payment (by EFT)		1,116,302.33

If you have questions regarding this statement, please contact BOE-Local Revenue and Allocation Unit at 916-324-3000.

[Back to Query Page \(/boewebservices/localJur.jsp\)](#)

D



400 Grand Ave  
 PO Box 711  
 South San Francisco, CA 94083

**OFFICIAL RECEIPT**

Deposit number		1216	Receipt date	12/23/2016
Payee name		STATE OF CALIFORNIA	Check number	ach
Receipt desc		LOCAL SALES TAX	Check date	12/23/2016
Description		Account	Amount	
1% Sales Tax				
		R 100-00000-30201	1,308,501.47	
Measure W Sales Tax				
		R 101-00000-30207	1,116,302.33	
			Receipt amount	2,424,803.80
			Check amount	2,424,803.80
			Cash amount	0.00
			Credit amount	0.00
			Change tendered	0.00

Signature \_\_\_\_\_

12/27/2016

Treasury Information Report: Previous Day Composite Report



# Previous Day Composite Report

**ACH-Wire Credits**

**As of 12/23/2016**

**CUSTOMER ID: CITYSSF**  
**OPERATOR ID: JYOUNG**

CITY OF SOUTH SAN FRANCISCO  
 12/27/2016 12:07 PM ET

Commercial Electronic Office®

Treasury Information Reporting

Currency:USD

Bank: 121000248

Account: 4123724437(CA)

**WELLS FARGO BANK, N.A.**  
**CITY OF SOUTH SF DEPOSIT ACCT**

**Credit Transactions**

12/23/2016	169 / MISCELLANEOUS ACH CREDIT <b>Cust Ref:</b> 00000000000 <b>Unique ID:</b> 00000091004358907357 BD OF EQUALIZATN BOE-LOCLTX 122016 41022 ACCOUNTS RECEIVABL C	<b>Credit Amount:</b> <b>Bank Ref:</b> IA000010425222	<b>1,308,501.47</b>
12/23/2016	169 / MISCELLANEOUS ACH CREDIT <b>Cust Ref:</b> 00000000000 <b>Unique ID:</b> 00000091004358907358 BD OF EQUALIZATN BOE-LOCLTX 122016 437 CITY OF SO. SAN FR	<b>Credit Amount:</b> <b>Bank Ref:</b> IA000010425223	<b>1,116,302.33</b>
12/23/2016	169 / MISCELLANEOUS ACH CREDIT		



Project Expense Transaction Detail Report

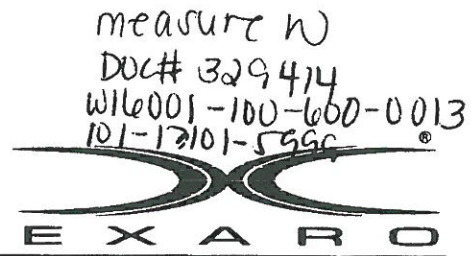
CITY OF SOUTH SAN FRANCISCO

7/1/2016 through 12/31/2016

Project Number: pf1707 CIVIC CENTER PLAZA

Date	Reference	Description	Account #	Hours	Labor	Benefits	Other	Total
<b>Phase # 100 PRELIMINARY STUDIES</b>								
8/31/2016	54495	Ground Penetrating Radar on BA	E 510-99995-5999				2,860.00	2,860.00 1
8/31/2016	54495	GROUP 4 MEASURE W - SSF PI	E 510-99995-5999				23,273.75	23,273.75 2
8/31/2016	54495	TASK ORDER NO. 2016-2-ALTA	E 510-99995-5999				3,520.00	3,520.00 3
8/31/2016	55023	Ground Penetrating Radar on BA	E 510-99995-5999				2,860.00	2,860.00
8/31/2016	55023	GROUP 4 MEASURE W - SSF PI	E 510-99995-5999				23,273.75	23,273.75
8/31/2016	55023	TASK ORDER NO. 2016-2-ALTA	E 510-99995-5999				3,520.00	3,520.00
8/31/2016	55703	Reverse JE 55023	E 510-99995-5999				-23,273.75	-23,273.75
8/31/2016	55703	Reverse JE 55023	E 510-99995-5999				-2,860.00	-2,860.00
8/31/2016	55703	Reverse JE 55023	E 510-99995-5999				-3,520.00	-3,520.00
9/27/2016	9624	Task Order No. 2016-2- Support	E 510-99995-5999				13,670.67	13,670.67 4
<b>Phase Total: 100 PRELIMINARY STUDIES</b>								
10/6/2016	8326160	000355 GROUP 4 ARCHITECTURE	Check: 253486 9/28/2016				2,010.00	2,010.00 5
11/21/2016	8394444	106572 KIMLEY-HORN ASSOCIATES INC	E 510-99995-5999				14,602.50	14,602.50 6
11/21/2016	8482598	106572 KIMLEY-HORN ASSOCIATES INC	E 510-99995-5999				18,355.00	18,355.00 7
11/21/2016	9651	106572 KIMLEY-HORN ASSOCIATES INC	E 510-99995-5999				12,831.65	12,831.65 8
<b>Phase Total: 100 PRELIMINARY STUDIES</b>								
<b>Phase # 160 PROJECT MANAGEMENT</b>								
10/25/2016	CC335573	Tax Actual 9.5%	E 100-01110-5045				44.18	44.18 9
10/25/2016	CC335573	100108 AMAZON.COM	E 100-01110-5045				465.00	465.00 10
12/8/2016	12016177	100108 AMAZON.COM	E 510-99995-5999				220.00	220.00 11
<b>Phase Total: 160 PROJECT MANAGEMENT</b>								
<b>Project Number Total: pf1707 CIVIC CENTER PLAZA</b>				<b>GRAND TOTAL:</b>	<b>0.00</b>	<b>0.00</b>	<b>91,387.75</b>	<b>91,852.75</b>

**EXARO Technologies Corporation**  
1831 Bayshore Highway\* Burlingame, CA 94010  
[Tel] (650) 777-4324 [Fax] (650) 777-4326  
General Engineering Contractor # 860376



June 23, 2016

Brandon Whiteley  
City of South San Francisco  
315 Maple Avenue  
South San Francisco, CA 94080

[Tel] 650-829-6652

**RE: EXARO is pleased to provide this proposal for Ground Penetrating Radar (GPR) on the BART Tube Project in the City of South San Francisco, CA.**

Scope

1. GPR to designate/clear underground utilities on proposed area per furnished/conceptual drawings

(\*Client is advised that electronic detection and ground penetrating radar do not provide positive identification of underground utilities. Equipment has limitations and field influences; therefore, results provided are within these limitations)

Deliverables

1. Field paint mark approximate utilities alignments
2. Field paint mark approximate utilities depths

INVOICE DATE 6/23/16  
SHOULD BE FY15-16  
BUT WAS PAID 7/20/16  
AND RECORDED TO  
FY 2016-17.

Proposal Fee

**\$ 2,860** - (GPR - 1 man crew)

Assumptions/Exclusions

1. General conditions apply
2. No paint removal will be required
3. Electronic detection excludes non-metallic lines such as transite water lines and fiber optic lines with no accessible tracer
4. Ground penetrating radar will be done in areas that have smooth surface only
5. Any access or lifts needed will be provided by Client at no cost to EXARO
6. Proposed area will be free and clear of any obstructions

Schedule - Project is estimated to take 2 working days. This proposal is valid for 90 days.


Payment - Terms for payment are 5 days net or Contract Terms.

Thank you for the opportunity to provide this proposal Mr. Whiteley. Please call me if you have any questions.

Kindest Regards,

*Arthur Servin*

Arthur Servin  
Operations Manager  
EXARO Technologies Corporation  
[www.exarotec.com](http://www.exarotec.com)

Signature   
Print Name Sam Bautista  
Title Principal Engineer  
City of South San Francisco  
Date 6/29/16

CC: Jose Dominguez

①





## General Conditions

1. Client is to provide: (client refers to authorizing signature and agency and or owner it represents)
  - 1.1 Preliminary Lien information including owner name and address
  - 1.2 Two hard copy sets of scaled drawings (One full size and one 11x17)
  - 1.3 Provide a single point of contact for project
  - 1.4 Any special conditions and or work restrictions on project and or project area
  - 1.5 Any required training not identified in contract/proposal will be billed at 4 hour minimum for 3 FTE
  - 1.6 Coordinate access to restricted areas when necessary
  - 1.7 Payment 5 days net or contract terms.
  - 1.8 Client understands that electronic detection equipment accuracies start from +/- 5% error or under ideal conditions and increases as influenced by field conditions and increased depth of utilities. Results are approximate alignment / depth designations based on equipment capabilities and limitations. When required to positively locate an underground utility, potholing by vacuum excavation is recommended.
  - 1.9 Client understands that results provided are approximate based on equipment capabilities; therefore, assumes all liability related to damaged utilities resulting from these limitations.
2. Exclusions/Other [\* Can be provided for an additional fee]
  - 1.1 \*As built drawings not included unless stated otherwise
  - 1.2 \*Bonds, Permits, Deposits, Railroad Flagman are pass through costs billed at 15% of amount rendered
  - 1.3 Cancellations less than 24 hours prior to scheduled start of work will be billed at \$600.00
  - 1.4 Rate schedule is based on prevailing wages of Labors' International Union
  - 1.5 Schedule of work is subject to change due to inclement weather
  - 1.6 Stand-by time, or delays caused by others will be billed in accordance with rate schedule
  - 1.7 Work priced during normal business days/hours as permitted due to traffic restrictions



- Legend**
- Gap Breaker
  - High Voltage Substation
  - Maintenance of Way
  - Milepost
  - Park & Ride - BART
  - Right-of-Way (Dashed Line)
  - Shops & Yards
  - BART Station
  - ◆ Switching Station
  - ◆ BART Track Center Line
  - A Line
  - C Line
  - H Line
  - K Line
  - L Line
  - M Line
  - R Line
  - S Line
  - W Line
  - Y Line
  - Track Extension Station
  - Track Extension Line
  - OAC
  - Warm Springs to Berryessa
  - Berryessa
  - sBART
  - Livermore
  - Interlocking
  - Multiplexer (Mux)
  - Transition Structure

1:2,256



3760 0 1800 3760 Feet

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

**Notes**  
 City of South San Francisco Property Area 2





D# 329733

V. 000355

Project #  
W/6001-100-600  
0005

**GROUP 4**  
ARCHITECTURE  
RESEARCH +  
PLANNING, INC

101-05101-5999

Invoice number 9573  
Date 07/25/2016

211 LINDEN AVENUE  
SO. SAN FRANCISCO  
CA 94080 USA  
T: 650-871-0709  
F: 650-871-7911  
www.g4arch.com

Project 15459-04 SSF PUC SITE ANALYSIS - 4  
City of South San Francisco  
400 Grand Ave  
S. San Francisco, CA 94083  
Attn:

Reimbursables & Professional Services rendered through June 30, 2016

Phase I  
Labor

	Hours	Rate	Billed Amount
Summer Intern			
Alexander P. Ruiz	28.00	80.00	2,240.00
Kenyatta J. Marcelous	5.00	80.00	400.00
Associate			
Jill Eyres	13.00	170.00	2,210.00
Intern I			
Daheen Maeng	52.00	95.00	4,940.00
Kaifeng Zhang	7.00	95.00	665.00
Intern II			
Benjamin Irinaga	43.00	105.00	4,515.00
Principal			
Dawn Merkes	32.00	190.00	6,080.00
Project Support			
Jennifer Biteng	2.25	85.00	191.25
Mauricia Lee	14.00	85.00	1,190.00
Miki Mori	0.50	85.00	42.50
Reimbursable			

Consultant Reimbursables  
Tom McClure

Cost Amount	Multiplier	Billed Amount
800.00		800.00
		23,273.75

Phase subtotal

Invoice total 23,273.75

2

JONATHAN HARTMAN  
ARCHITECT

DAWN E. MERKES  
ARCHITECT

DAVID SCHNEE  
ARCHITECT

JILL EYRES  
ARCHITECT

ANDREA GIFFORD  
ARCHITECT

WILLIAM LIM  
ARCHITECT



**GROUP 4**

ARCHITECTURE  
RESEARCH +  
PLANNING, INC

211 LINDEN AVENUE  
SO. SAN FRANCISCO  
CA 94080 USA

T: 650-871-0709

F: 650-871-7911

www.g4arch.com

25 July 2016

**MEMORANDUM**

Marian Lee, Assistant City Manager  
City of South San Francisco  
400 Grand Avenue  
South San Francisco, CA 94080

**PROJECT**

South San Francisco Measure W Community Facilities- Task Order #4

**SENT VIA**

E-Mail:

Original by US Mail / Ground

**TOPIC**

Measure W Community Facilities-  
Summary of Work: June 1- June 30, 2016

Dear Marian,

The following summarizes the work that Group 4 has performed on the Measure W Community Facilities Projects for the period of time indicated above.

Task 1: Conceptual Site Planning.

- 1.1.1 Develop 3-4 site strategies and analysis for sites selected by the City for potential locations for a new Library, Park and Recreation Building and Police Facility

**June 2016**

*No Work*

Task 3: Develop Building Programs for the Library and the Park and Recreation Facility.

- 1.1.2 Develop a Vision Statement for Library and Park and Recreation Buildings by:

- 1.1.2.1 reviewing demographics/population projections, SSFPL strategic plan, SSFPR master plan
- 1.1.2.2 reviewing and developing analysis for precedent projects
- 1.1.2.3 develop virtual and physical tours for PMT, staff, and community leaders
- 1.1.2.4 Based on the work completed above develop a program vision statement

**June 2016**

*Previous programming work from April and May was prepared for presentation at the June 14 Community Meeting. Potential operations strategies and further shared use opportunities were explored. Meetings during this time period included:*

JONATHAN HARTMAN  
ARCHITECT

DAWN E. MERKES  
ARCHITECT

DAVID SCHNEE  
ARCHITECT

JILL EYRES  
ARCHITECT

ANDREA GIFFORD  
ARCHITECT

WILLIAM LIM  
ARCHITECT



*June 3, 2016 Programming Meeting @ G4\**

- 1.2 Task 4: Assist researching options for procuring a project manager for the Measure W projects.

*June 2016*

*The master schedule for all aspects of the project was developed and refined through coordination with pertinent City departments. Meetings during the time period included:*

- June 24, 2016 Project Meeting @ City Hall (ECD)*
- June 24, 2016 Project Meeting @ City Hall (DM)*
- June 27, 2016 Project Meeting @ G4 (Public Works)*

- 1.3 Task 5: Provide the City with planning and support services for the community presentations and outreach for Measure W projects.

*April 1-May 30, 2016: June 14, 2016 Town Hall Meeting Exhibits*  
*Group 4 developed the exhibits for the Town Hall Meeting which included presentation stations for Public Works, Police & Fire, Library and Park and Recreation, and the PUC Site Plan. Feedback kiosks were also developed for Library/Park and Recreation and the Site station. Group 4 developed the "Just Imagine Video" and Meeting Flyers, Agenda's and posters. G4 staff set-up and helped facilitate the meeting. Group 4 counted and summarized input in digital documents and charts for City record and presentations. Meetings and Presentations supported and attended by Group 4 during this period include the following:*

*June 2016*

- June 2, 2016 Project Meeting @ G4 (DM & BI)*
- June 3, 2016 Programming Meeting @ G4\**
- June 9, 2016 Project Meeting @ G4 (DM & BI)*
- June 9, 2016 Project Meeting @ City Hall (BI)*
- June 14, 2016 Town Hall + Set Up @ MSB (DM & BI + G4 Staff)*

\* These meetings were programming meetings and coordination meetings for the Town Hall meeting



25 July 2016 Marian Lee, Assistant City Manager  
City of South San Francisco Memorandum Page 3

Please feel free to contact us if any questions arise or additional information is needed.

Sincerely,

Dawn Merkes AIA, LEED AP BD+C  
Principal

Doc# 331134  
101-13101-100-600-0012  
101-13101-5999

**RECEIVED**

**JUL 29 2016**

**BY: ENGINEERING DIVISION**

**Sandis**  
3007 Douglas Blvd. Suite 105  
Roseville, CA 95661  
916-783-6900

City of SSF Engineering Division  
315 Maple Avenue  
South San Francisco, CA 94080

Invoice number 1606114  
Date 07/15/2016

Project **216016 ON-CALL SURVEYING SERVICES (SO. SF)**

Professional Services through the period ending June 30, 2016

Item 04  
ALTA Survey for PUC Sites A1, C & B, per proposal dated 4/6/16 and Client's Task Order No. 2016-2.  
Contact: Sam Bautista

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
<b>06_ALTA Survey for PUC Sites A1, C &amp; B</b>	35,200.00	85.14	29,970.00	26,450.00	3,520.00
<b>Total</b>	35,200.00	85.14	29,970.00	26,450.00	3,520.00

Invoice total **3,520.00**

*Billing Contact Info:*  
Accounts Receivable  
916-783-6919

*A late payment charge at the rate of 1.5% per month will be applied to any unpaid balance starting thirty days after the date of the original invoice.*

3

**APPROVED**

DUPLICATE 333TT3  
PF1707-100-600  
510-99995-5999



**GROUP 4**  
**ARCHITECTURE**  
**RESEARCH +**  
**PLANNING, INC**

**211 LINDEN AVENUE**  
**SO. SAN FRANCISCO**  
**CA 94080 USA**  
**T: 650-871-0709**  
**F: 650-871-7911**  
**www.g4arch.com**

**RECEIVED**

**SEP 26 2016**

Invoice number 9624  
Date 09/21/2016

**BY: ENGINEERING DIVISION**

Project 15459-04 SSF PUC SITE ANALYSIS - 4

City of South San Francisco  
400 Grand Ave  
S.San Francisco, CA 94083  
Attn:

Reimbursables & Professional Services rendered through August 31, 2016

Phase I  
Labor

	Hours	Rate	Billed Amount
Associate			
Daniel LaRossa	3.50	170.00	595.00
Jill Eyres	24.50	170.00	4,165.00
Intern I			
Daheen Maeng	9.50	95.00	902.50
Intern II			
Benjamin Irinaga	41.50	105.00	4,357.50
Principal			
Dawn Merkes	13.00	190.00	2,470.00
Project Support			
Miki Mori	1.00	85.00	85.00

Consultant

Consultants-Billable  
SWA Group

	Billed Amount
	973.40
Phase subtotal	13,548.40

Reimbursables  
Reimbursable

Miles  
Benjamin Irinaga  
Consultant Reimbursables  
SWA Group

	Cost Amount	Multiplier	Billed Amount
	27.11		27.11
	95.16		95.16
Phase subtotal			122.27

Invoice total **13,670.67**

JONATHAN HARTMAN  
ARCHITECT

DAWN E. MERKES  
ARCHITECT

DAVID SCHNEE  
ARCHITECT

JILL EYRES  
ARCHITECT

ANDREA GIFFORD  
ARCHITECT

WILLIAM LIM  
ARCHITECT





**G R O U P 4**

ARCHITECTURE  
RESEARCH +  
PLANNING, INC

211 LINDEN AVENUE  
SO. SAN FRANCISCO  
CA 94080 USA

T: 650-871-0709

F: 650-871-7911

www.g4arch.com

21 September 2016

**MEMORANDUM**

Marian Lee, Assistant City Manager  
City of South San Francisco  
400 Grand Avenue  
South San Francisco, CA 94080

**PROJECT**

South San Francisco Measure W Community Facilities- Task Order #4

**SENT VIA**

E-Mail:

Original by US Mail / Ground

**TOPIC**

Measure W Community Facilities-  
Summary of Work: July 1 - August 15, 2016

Dear Marian,

The following summarizes the work that Group 4 has performed on the Measure W Community Facilities Projects for the period of time indicated above.

Task 1: Conceptual Site Planning.

- 1.1.1 Develop 3-4 site strategies and analysis for sites selected by the City for potential locations for a new Library, Park and Recreation Building and Police Facility

**July-August 15, 2016**

***Group 4 coordinated with the City on completing tasks related to the EIR and Specific Plan Amendment. Meetings during this time period included:***

***August 11, 2016***

***EIR meeting @ City Hall (DM, BI)***

Task 3: Develop Building Programs for the Library and the Park and Recreation Facility.

- 1.1.2 Develop a Vision Statement for Library and Park and Recreation Buildings by:

- 1.1.2.1 reviewing demographics/population projections, SSFPL strategic plan, SSFPR master plan
- 1.1.2.2 reviewing and developing analysis for precedent projects
- 1.1.2.3 develop virtual and physical tours for PMT, staff, and community leaders
- 1.1.2.4 Based on the work completed above develop a program vision statement

**July-August 15, 2016**

***Group 4 developed the organizational framework for the shared building program; led a discussion of potential program component***

JONATHAN HARTMAN  
ARCHITECT

DAWN E. MERKES  
ARCHITECT

DAVID SCHNEE  
ARCHITECT

JILL EYRES  
ARCHITECT

ANDREA GIFFORD  
ARCHITECT

WILLIAM LIM  
ARCHITECT



*options incorporating input from the June 14 community meeting; and developed three conceptual building program options targeting 85,000 GSF. Group 4 also met separately with SSFPL and SSFPR staff regarding focused program topics including library and staff development assumptions. Meetings during this time period included:*

*July 12, 2016            Programming meeting @ G4  
July 20, 2016            Programming meeting @ G4  
August 2, 2016        Meeting @ SSF Library (Lib)*

- 1.2 Task 4: Assist researching options for procuring a project manager for the Measure W projects.

*July-August 15, 2016  
Group 4 continued to assist with project coordination with pertinent City departments. Meetings during the time period included:*

*July 1, 2016            Project Meeting @ City Hall  
July 15, 2016        Project Meeting @ City Hall  
July 29, 2016        Project Meeting @ City Hall  
August 12, 2016     Project Meeting @ City Hall*

- 1.3 Task 5: Provide the City with planning and support services for the community presentations and outreach for Measure W projects.

*July-August 15, 2016: July 27 City Council Meeting  
Group 4 assisted with preparation for the City Council Update on July 27, 2016.*

Please feel free to contact us if any questions arise or additional information is needed.  
Sincerely,

Dawn Merkes AIA, LEED AP BD+C  
Principal

swa

RECEIVED

JUL 19 2016

GROUP 4/ARCHITECTURE  
RESEARCH & PLANNING INC.

To: Group 4 Architecture, Research +  
Planning, Inc.  
Attn: Dawn Merkes  
211 Linden Avenue  
South San Francisco, CA 94080

Date: July 11, 2016  
Invoice No: 166643  
For Period: June  
Project No: GARS602  
Project Manager: Marco Esposito

Project SSF Community Facilities

WORK PERFORMED: Community open house.

Professional Services from June 01, 2016 to June 30, 2016

Professional Personnel

	Hours	Rate	Amount
Principals Esposito, Marco	3.00	235.00	705.00
Associates Davis, Zachary	2.00	134.20	268.40

Total Fee Due This Invoice

973.40

Reimbursable Expenses

Misc Travel

Marco Esposito

ME 5/20, 6/14

51.61

Reimbursable Misc.

May Plots

34.90

Total Reimbursables

1.1 times

86.51

Total this Invoice

\$1,068.91

951.69

12119

12119

12119

4490710

Submit to:  
G4 Group  
Box 5904  
San Francisco, CA 94966  
415.332.5100

Please refer to our invoice number and Project number when making payment.  
A discount of 1% on current charges allowed if paid in full in thirty days.  
A service charge will be assessed on all past due accounts.

4

DOL# 334404

CITY OF SOUTH SAN FRANCISCO  
ENGINEERING DIVISION  
ATTN: SAM BAUTISTA  
315 MAPLE AVENUE  
SOUTH SAN FRANCISCO, CA 94080

Invoice No: 8326160  
Invoice Date: Aug 31, 2016  
Invoice Amount: \$2,010.00  
Project No: 097009101.3  
Project Name: ECR/CHESTNUT SPECIFIC PLN  
Project Manager: HUIE, BEN

Client Reference: ON-CALL CONSULTING  
TASK ORDER 2016-1  
PROGRESSIVE BILL NO. 1

For Services Rendered through Aug 31, 2016

Please send payments to:

KIMLEY-HORN AND ASSOCIATES, INC.  
P.O. BOX 79063  
CITY OF INDUSTRY, CA 91716-9063

Federal Tax Id: 56-0885615

### COST PLUS MAX

#### Project Summary

Contract Value	57,790.00
Previous Billings	0.00
Current Invoice	2,010.00
Remaining Contract Value	55,780.00

Description	Current Amount Due
LABOR	2,010.00
EXPENSES	0.00
<b>Subtotal</b>	<b>2,010.00</b>
<b>Total COST PLUS MAX</b>	<b>2,010.00</b>

**Total Invoice: \$2,010.00**

5

Invoice No: 8326160  
 Invoice Date: Aug 31, 2016  
 Project No: 097009101.3  
 Project Name: ECR/CHESTNUT SPECIFIC  
 PLN  
 Project Manager: HUIE, BEN

**COST PLUS MAX**

Group	Description	Hrs/Qty	Rate	Current Amount Due
LABOR	PROFESSIONAL	0.5	135.00	67.50
		7.5	120.00	900.00
	SENIOR PROFESSIONAL	5.5	180.00	990.00
	SUPPORT STAFF	0.5	105.00	52.50
<b>TOTAL LABOR</b>		<b>14.0</b>		<b>2,010.00</b>
<b>TOTAL LABOR AND EXPENSE DETAIL</b>				<b>2,010.00</b>

*This page is for informational purposes only. Please pay amount shown on cover page.*

5

**APPROVED**

106572

# Kimley » Horn

Invoice for Professional Services

CITY OF SOUTH SAN FRANCISCO  
ATTN: SAM BAUTISTA  
315 MAPLE AVENUE  
SOUTH SAN FRANCISCO, CA 94080

Invoice No: 8394444  
Invoice Date: Sep 30, 2016  
Invoice Amount: \$14,602.50  
  
Project No: 097009101.3  
Project Name: ECR/CHESTNUT SPECIFIC PLN  
Project Manager: HUIE, BEN

Please send payments to:  
KIMLEY-HORN AND ASSOCIATES, INC.  
P.O. BOX 79063  
CITY OF INDUSTRY, CA 91716-9063

Client Reference: ON-CALL CONSULTING  
TASK ORDER 2016-1  
PROGRESSIVE BILL NO. 2

Federal Tax Id: 56-0885615

For Services Rendered from Sep 1 through Sep 30,  
2016

## COST PLUS MAX

### Project Summary

Contract Value	57,790.00
Previous Billings	2,010.00
Current Invoice	<u>14,602.50</u>
Remaining Contract Value	41,177.50

Description	Current Amount Due
LABOR	10,727.50
EXPENSES	3,875.00
<b>Subtotal</b>	<b>14,602.50</b>
<b>Total COST PLUS MAX</b>	<b>14,602.50</b>

**Total Invoice: \$14,602.50**

*Approved*  
*[Signature]*  
10/24/16

PO# 0101449

D# 337600

6

CITY OF SOUTH SAN FRANCISCO  
 ATTN: SAM BAUTISTA  
 315 MAPLE AVENUE  
 SOUTH SAN FRANCISCO, CA 94080

Invoice No: 8394444  
 Invoice Date: Sep 30, 2016  
 Project No: 097009101.3  
 Project Name: ECR/CHESTNUT SPECIFIC  
 PLN  
 Project Manager: HUIE, BEN

**COST PLUS MAX**

Group	Description	Hrs/Qty	Rate	Current Amount Due
LABOR	PROFESSIONAL	1.0	135.00	135.00
		14.5	145.00	2,102.50
		46.0	120.00	5,520.00
	SENIOR PROFESSIONAL	13.0	180.00	2,340.00
	SUPPORT STAFF	6.0	105.00	630.00
<b>TOTAL LABOR</b>		<b>80.5</b>		<b>10,727.50</b>
EXPENSES	SUBCONSULTANTS			3,875.00
<b>TOTAL EXPENSES</b>				<b>3,875.00</b>
<b>TOTAL LABOR AND EXPENSE DETAIL</b>				<b>14,602.50</b>

*This page is for informational purposes only. Please pay amount shown on cover page.*

6



# Invoice

Date	Invoice #
9/28/2016	16-7607

<b>Bill To</b>	
KIMLEY-HORN 600 N PINE ISLAND RD PLANTATION, FL 33324	
<b>Attn:</b>	Ben Huic

<b>PROJECT DESCRIPTION AND/OR NOTES</b>	
South San Francisco Counts	
P.O. No.	097009101-001
Due Date	10/28/2016
Terms	Net 30

Item	Detail	Description	Qty	Rate	Amount
ITM-07SF	4 Hr Counts	Turning Movement Counts At 7 Locations - 1 Person Counts - ) El Camino Real & Hickey Blvd 2) El Camino Real & McLellan Blvd 3) El Camino Real & Arroyo Drive 4) El Camino Real & Chestnut Ave 5) El Camino Real & Orange Ave 6) I-280 SB Off Ramp & Westborough Blvd 7) I-280 SB Off Ramp & Junipero Serra Blvd/Westborough Blvd	7	375.00	2,625.00
ITM-07SF	4 Hr Counts	Turning Movement Counts At 5 Locations - 2 Person Counts - 1) Mission Rd & Grand Ave 2) Chestnut Ave & Grand Ave 3) Mission Rd & Oak Ave 4) Mission Rd & Chestnut Ave 5) Junipero Serra Blvd & Arroyo Dr	5	250.00	1,250.00

<b>Total</b>	\$3,875.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$3,875.00

<b>Please Remit Payment To:</b>
<b>National Data &amp; Surveying Services</b> 8370 Wilshire Blvd, Ste 205 Beverly Hills, CA 90211
FOR BILLING INQUIRIES PLEASE CONTACT OUR CENTRAL BILLING OFFICE AT: T (323) 782-0090, F (323) 375-1666 info@ndsdata.com

Send in your Next orders@ndsdata.com  
 Job Request to: orders@atdtraffic.com

<b>Local Field Offices Nationwide</b>	
LOS ANGELES SACRAMENTO TAMPA NORTH CAROLINA	GEORGIA WASHINGTON TENNESSEE MIAMI

6



**Kimley-Horn and Associates, Inc.  
PROGRESS REPORT**

**City of South San Francisco  
El Camino Real and Chestnut Avenue Precise Plan Update**

**Kimley-Horn Invoice No. 83226160**

**Kimley-Horn Job No. 097009101.3**

**Reporting Period: August 2016**

***Key Kimley-Horn Project Staff and Support***

- Ben Huie, Project Manager
- Connie Leung, Analyst
- Sandra Bennion, Administrative Assistant
- Tyler Shaffer, Project Accountant

***Progress and Accomplishments during the Invoice Period***

- Project Set-up and Admin
- Review of Previous Report and Analysis
- Review of Intersection Geometries and Field Data
- Ordering traffic counts

**Kimley-Horn and Associates, Inc.  
PROGRESS REPORT**

**City of South San Francisco  
El Camino Real and Chestnut Avenue Precise Plan Update**

**Kimley-Horn Invoice No. 8394444**

**Kimley-Horn Job No. 097009101.3**

**Reporting Period: September 2016**

***Key Kimley-Horn Project Staff and Support***

- Ben Huie, Project Manager
- Elizabeth Chau, Analyst
- Connie Leung, Analyst
- Sandra Bennion, Administrative Assistant
- Tyler Shaffer, Project Accountant

***Progress and Accomplishments during the Invoice Period***

- Project and Contract Admin
- Conducted Field Work on 9/1/16 – included confirmation of intersection geometries, bicycle facilities, pedestrian facilities, signal timing, and observations of traffic flow
- Setup the Traffix model, including input of signal timing, intersection geometries, volumes
- Documentation of Existing facilities in the Draft Report
- Drafting Figures for Draft Report

**Kimley-Horn and Associates, Inc.  
PROGRESS REPORT**

**City of South San Francisco  
El Camino Real and Chestnut Avenue Precise Plan Update**

**Kimley-Horn Invoice No. 8482598**

**Kimley-Horn Job No. 097009101.3**

**Reporting Period: October 2016**

***Key Kimley-Horn Project Staff and Support***

- Ben Huie, Project Manager
- Elizabeth Chau, Analyst
- Connie Leung, Analyst
- Sandra Bennion, Administrative Assistant
- Tyler Shaffer, Project Accountant

***Progress and Accomplishments during the Invoice Period***

- Monthly Project and Contract Admin
- Developed Trip Generation for Civic Center only, and for Project
- Analyzed Existing, and Existing Plus Civic Center scenarios; as well as developed mitigations for impacts
- Submitted Email to City summarizing Civic Center impacts on 10/9/16
- Analyzed Existing, Existing Plus Project scenarios, Cumulative, and Cumulative Plus Project scenarios; as well as developed mitigations for impacts
- Submitted Email to City summarizing Project impacts on 10/17/16

6

**APPROVED**

*Handwritten initials*

106572

# Kimley»Horn

Invoice for Professional Services

**RECEIVED**

NOV 03 2016

CITY OF SOUTH SAN FRANCISCO  
ATTN: SAM BAUTISTA  
315 MAPLE AVENUE  
SOUTH SAN FRANCISCO, CA 94080

BY: ENGINEERING DIVISION

Invoice No: 8482598  
Invoice Date: Oct 31, 2016  
Invoice Amount: \$18,355.00  
Project No: 097009101.3  
Project Name: ECR/CHESTNUT SPECIFIC PLN  
Project Manager: HUIE, BEN

Please send payments to:  
KIMLEY-HORN AND ASSOCIATES, INC.  
P.O. BOX 79063  
CITY OF INDUSTRY, CA 91716-9063

Client Reference: ON-CALL CONSULTING  
TASK ORDER 2016-1  
PROGRESSIVE BILL NO. 3

Federal Tax Id: 56-0885615

For Services Rendered from Oct 1 through Oct 31, 2016

### COST PLUS MAX

Project Summary

Contract Value	57,790.00
Previous Billings	16,612.50
Current Invoice	18,355.00
Remaining Contract Value	22,822.50

Description	Current Amount Due
LABOR	18,355.00
EXPENSES	0.00
<b>Subtotal</b>	<b>18,355.00</b>
<b>Total COST PLUS MAX</b>	<b>18,355.00</b>

**Total Invoice: \$18,355.00**

*Handwritten signature and date 11/3/16*

40#0101449  
#337601

7

CITY OF SOUTH SAN FRANCISCO  
 ATTN: SAM BAUTISTA  
 315 MAPLE AVENUE  
 SOUTH SAN FRANCISCO, CA 94080

Invoice No: 8482598  
 Invoice Date: Oct 31, 2016  
 Project No: 097009101.3  
 Project Name: ECR/CHESTNUT SPECIFIC  
 PLN  
 Project Manager: HUIE, BEN

**COST PLUS MAX**

Group	Description	Hrs/Qty	Rate	Current Amount Due
LABOR	PROFESSIONAL	1.0	135.00	135.00
		22.0	145.00	3,190.00
		60.0	120.00	7,200.00
	SENIOR PROFESSIONAL	43.5	180.00	7,830.00
<b>TOTAL LABOR</b>		<b>126.5</b>		<b>18,355.00</b>
<b>TOTAL LABOR AND EXPENSE DETAIL</b>				<b>18,355.00</b>

*This page is for informational purposes only. Please pay amount shown on cover page.*

## TIMESHEET SUMMARY 10/1/16 - 10/31/16

Task	Task Name	Employee Name	Hours Date	Entered Hours
<b>PM: HUIE, BEN</b>				
<b>097009101.3 ECR/CHESTNUT SPECIFIC PLN</b>				
LABOR		SHAFFER, TYLER	10/18/2016	1.0
		<b>SHAFFER, TYLER</b>		<b>1.0</b>
		CHAU, ELIZABETH	10/03/2016	2.5
			10/06/2016	4.0
			10/07/2016	4.0
			10/10/2016	2.5
			10/11/2016	5.0
			10/12/2016	1.0
			10/13/2016	1.0
			10/17/2016	1.0
			10/18/2016	1.0
		<b>CHAU, ELIZABETH</b>		<b>22.0</b>
		HUIE, BEN	10/03/2016	4.0
			10/04/2016	4.0
			10/05/2016	7.5
			10/06/2016	0.5
			10/07/2016	0.5
			10/08/2016	1.5
			10/09/2016	2.0
			10/10/2016	2.5
			10/11/2016	3.5
			10/12/2016	2.0
			10/13/2016	4.0
			10/14/2016	2.5
			10/17/2016	3.0
			10/18/2016	1.0
			10/25/2016	1.5
			10/27/2016	0.5
			10/31/2016	3.0
		<b>HUIE, BEN</b>		<b>43.5</b>
		LEUNG, CONNIE	10/03/2016	3.0
			10/05/2016	1.0
			10/06/2016	6.0
			10/07/2016	2.0
			10/10/2016	8.0
			10/11/2016	5.5
			10/12/2016	2.5
			10/13/2016	2.0
			10/17/2016	4.5
			10/18/2016	9.0
			10/19/2016	7.5
			10/20/2016	1.0
			10/24/2016	5.0
			10/25/2016	1.0
			10/27/2016	1.5
			10/31/2016	0.5
		<b>LEUNG, CONNIE</b>		<b>60.0</b>
		<b>SUBTOTAL</b>		<b>126.5</b>

**Kimley-Horn Assoc      PO #0101449**  
El Camino Real/Chestnut Specific Plan (Measure W)  
Project No. #w16001-100-600-0013  
Task Order No. 2016-1

**ORIGINAL PO AMOUNT      \$ 57,790.00**

<b>DATE</b>	<b>INV</b>	<b>Invoice Amt</b>
10/6/2016	8326160	\$ 2,010.00
10/20/2016	8394444	\$ 14,602.50
11/4/2016	8482598	\$ 18,355.00
<b>TOTAL SPENT</b>		<b>\$ 34,967.50</b>

**PO Balance      \$ 22,822.50**

**Kimley-Horn and Associates, Inc.  
PROGRESS REPORT**

**City of South San Francisco  
El Camino Real and Chestnut Avenue Precise Plan Update**

**Kimley-Horn Invoice No. 83226160**

**Kimley-Horn Job No. 097009101.3**

**Reporting Period: August 2016**

***Key Kimley-Horn Project Staff and Support***

- Ben Huie, Project Manager
- Connie Leung, Analyst
- Sandra Bennion, Administrative Assistant
- Tyler Shaffer, Project Accountant

***Progress and Accomplishments during the Invoice Period***

- Project Set-up and Admin
- Review of Previous Report and Analysis
- Review of Intersection Geometries and Field Data
- Ordering traffic counts



**Kimley-Horn and Associates, Inc.  
PROGRESS REPORT**

**City of South San Francisco  
El Camino Real and Chestnut Avenue Precise Plan Update**

**Kimley-Horn Invoice No. 8394444**

**Kimley-Horn Job No. 097009101.3**

**Reporting Period: September 2016**

***Key Kimley-Horn Project Staff and Support***

- Ben Huie, Project Manager
- Elizabeth Chau, Analyst
- Connie Leung, Analyst
- Sandra Bennion, Administrative Assistant
- Tyler Shaffer, Project Accountant

***Progress and Accomplishments during the Invoice Period***

- Project and Contract Admin
- Conducted Field Work on 9/1/16 – included confirmation of intersection geometries, bicycle facilities, pedestrian facilities, signal timing, and observations of traffic flow
- Setup the Traffix model, including input of signal timing, intersection geometries, volumes
- Documentation of Existing facilities in the Draft Report
- Drafting Figures for Draft Report

**Kimley-Horn and Associates, Inc.  
PROGRESS REPORT**

**City of South San Francisco  
El Camino Real and Chestnut Avenue Precise Plan Update**

**Kimley-Horn Invoice No. 8482598**

**Kimley-Horn Job No. 097009101.3**

**Reporting Period: October 2016**

***Key Kimley-Horn Project Staff and Support***

- Ben Huie, Project Manager
- Elizabeth Chau, Analyst
- Connie Leung, Analyst
- Sandra Bennion, Administrative Assistant
- Tyler Shaffer, Project Accountant

***Progress and Accomplishments during the Invoice Period***

- Monthly Project and Contract Admin
- Developed Trip Generation for Civic Center only, and for Project
- Analyzed Existing, and Existing Plus Civic Center scenarios; as well as developed mitigations for impacts
- Submitted Email to City summarizing Civic Center impacts on 10/9/16
- Analyzed Existing, Existing Plus Project scenarios, Cumulative, and Cumulative Plus Project scenarios; as well as developed mitigations for impacts
- Submitted Email to City summarizing Project impacts on 10/17/16



**APPROVED**

000355  
**GROUP 4**

**ARCHITECTURE  
RESEARCH +  
PLANNING, INC**

Invoice number 9651  
Date 10/24/2016

211 LINDEN AVENUE  
SO. SAN FRANCISCO  
CA 94080 USA  
T: 650-871-0709  
F: 650-871-7911  
www.g4arch.com

Project 15459-04 SSF PUC SITE ANALYSIS - 4

City of South San Francisco  
315 Maple Ave.  
So. San Francisco, CA 94080  
Attn: Sam Bautista

Reimbursables & Professional Services rendered through September 30, 2016

AS 01 - Optional Services

Labor

	Hours	Rate	Billed Amount
Associate			
Carolyn Carlberg	2.00	170.00	340.00
Jill Eyres	29.00	170.00	4,930.00
Intern II			
Benjamin Irinaga	42.00	105.00	4,410.00
Principal			
Dawn Merkes	15.50	190.00	2,945.00
Phase subtotal			12,625.00

Reimbursables

	Cost Amount	Multiplier	Billed Amount
Color Copies-8.5x11	206.65		206.65
Invoice total			12,831.65

Total Fee 20,000.00  
 Billed to Date 12,831.65  
 Remaining \$7,168.35

JONATHAN HARTMAN  
ARCHITECT  
  
 DAWN E. MERKES  
ARCHITECT  
  
 DAVID SCHNEE  
ARCHITECT

JILL EYRES  
ARCHITECT  
  
 ANDREA GIFFORD  
ARCHITECT  
  
 WILLIAM LIM  
ARCHITECT

PO# 0101321  
510-9995-5999

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**Jung, Kari**

---

**From:** Mouasher, Diana  
**Sent:** Monday, November 21, 2016 12:24 PM  
**To:** Jung, Kari  
**Subject:** FW: Group 4 Invoice  
**Attachments:** 2016-10-21 Invoice Summary Memorandum August September.pdf; 15459-04 SSF PUC Site Analysis - 4 Invoie #9651 Sept 2016 services .pdf

Hi Kari,

We received Mare's approval on this one. I've already forwarded this to Elia but I'm not sure if she was able to process payment. Can you confirm please?

Thank you!

Diana Mouasher  
Office of the City Manager  
City of South San Francisco  
400 Grand Avenue  
South San Francisco, CA 94080  
(650) 877-8500 ext. 6666

**From:** Lee, Marian  
**Sent:** Monday, November 07, 2016 4:08 PM  
**To:** Mouasher, Diana  
**Subject:** FW: Group 4 Invoice

**From:** Benjamin Irinaga [<mailto:BIrinaga@g4arch.com>]  
**Sent:** Monday, November 7, 2016 3:46 PM  
**To:** Lee, Marian  
**Cc:** Dawn Merkes  
**Subject:** Group 4 Invoice

Hi Mare,

Please see attached for our invoice thru September 30<sup>th</sup>. Please let me know if you have any questions.

Thanks,

Ben

**Benjamin Irinaga**  
Group 4 Architecture, Research + Planning, Inc.  
211 Linden Avenue  
South San Francisco, CA 94080  
650.871.0709 ex. 240  
[g4arch.com](http://g4arch.com)

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**GROUP 4**

ARCHITECTURE  
RESEARCH +  
PLANNING, INC

211 LINDEN AVENUE  
SO. SAN FRANCISCO  
CA 94080 USA

T: 650-871-0709

F: 650-871-7911

www.g4arch.com

21 October 2016

**MEMORANDUM**

Marian Lee, Assistant City Manager  
City of South San Francisco  
400 Grand Avenue  
South San Francisco, CA 94080

**PROJECT**

South San Francisco Measure W Community Facilities- Task Order #4

**SENT VIA**

E-Mail:

Original by US Mail / Ground

**TOPIC**

Measure W Community Facilities-  
Summary of Work: - August 16- September 30, 2016

Dear Marian,

The following summarizes the work that Group 4 has performed on the Measure W Community Facilities Projects for the period of time indicated above.

Task 1: Conceptual Site Planning.

- 1.1.1 Develop 3-4 site strategies and analysis for sites selected by the City for potential locations for a new Library, Park and Recreation Building and Police Facility

**August 16-September 30, 2016**

***September 27, 2016 Telecon with the Planning Department regarding CEQA next steps (BI)***

Task 3: Develop Building Programs for the Library and the Park and Recreation Facility.

- 2.3.2 Develop program options for the Library and the Park and Recreation Facility
  - Confirm shared use strategies for synergies and efficiencies
  - Develop two program options – concepts, organization, size
  - Evaluate options and select preferred

**August 16-September 30 2016**

***Group 4 met separately with Library and Parks & Recreation staff to discuss focused program topics such as collection development assumptions, technology, and recreation programming. We presented and refined three conceptual building program options targeting 85,000 GSF. Meetings from mid-August through the end of September included:***

<i>August 17, 2016</i>	<i>Meeting @ SSF Library (Lib)</i>
<i>August 19, 2016</i>	<i>Programming meeting @ G4</i>

JONATHAN HARTMAN  
ARCHITECT

DAWN E. MERKES  
ARCHITECT

DAVID SCHNEE  
ARCHITECT

JILL EYRES  
ARCHITECT

ANDREA GIFFORD  
ARCHITECT

WILLIAM LIM  
ARCHITECT



*August 25, 2016 Meeting @ MSB (P&R)*  
*September 26 Programming meeting @ G4*  
*September 29 Preschool component planning meeting*

1.2 Task 4: Assist researching options for procuring a project manager for the Measure W projects.

*August 16-September 30 2016*  
*Group 4 continued to assist with project coordination with pertinent City departments. Meetings during the time period included:*

*August 26, 2016 Project Meeting @ City Hall*  
*September 9, 2016 Project Meeting @ City Hall*  
*September 23, 2016 Project Meeting @ City Hall*

1.3 Task 5: Provide the City with planning and support services for the community presentations and outreach for Measure W projects.

*August 16- September 30, 2016: November City Council Meeting*  
*Group 4 began preparation for the City Council Update scheduled for November 2016.*

Please feel free to contact us if any questions arise or additional information is needed.  
Sincerely,

Dawn Merkes AIA, LEED AP BD+C  
Principal



*Marian Miller*

**APPROVED**

**Details for Order #104-1853575-6969065**

[Print this page for your records.](#)

**Order Placed:** September 14, 2016  
**Amazon.com order number:** 104-1853575-6969065  
**Order Total: \$465.00**

*Rec'd 9/16/16*

**Not Yet Shipped**

**Items Ordered**

1 of: *Polycom SoundStation 2W (Expandable)*  
Sold by: American Telecom Headquarters ([seller profile](#))

**Price**  
\$465.00

*New*

Condition: New  
100% positive feedback Score with over 12,000 ratings. A defect rate of 0.08% and late shipment rate of under 1.0%. Buy from a trusted seller today.

**Shipping Address:**

Debbie Crisafi  
City of South San Francisco  
200 Linden Avenue  
SOUTH SAN FRANCISCO, CALIFORNIA 94080-3709  
United States

**Shipping Speed:**

Two-Day Shipping

**Payment information**

**Payment Method:**

Visa | Last digits: 8583

Item(s) Subtotal: \$465.00  
Shipping & Handling: \$0.00

**Billing address**

Debbie Crisafi  
City of South San Francisco  
P.O. Box 711, 400 Grand Avenue  
South San Francisco, CA 94083  
United States

Total before tax: \$465.00  
Estimated tax to be collected: \$0.00

**Grand Total: \$465.00**

To view the status of your order, return to [Order Summary](#).

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2016, Amazon.com, Inc. or its affiliates

*\* 465.00 - GOODS/ PRODUCT  
44.18 - 9.5% TAX TO BOE  
\$ 509.18*

*9*

025633  
**KELSO**  
 communications  
 17795 Walizer Lane  
 Morgan Hill, CA 95037

**APPROVED**

**Invoice**

Date	Invoice #
11/7/2016	12016177

Bill To
City of South San Francisco Attn: IT Dept. P.O.Box 711 South San Francisco, CA 94080 Accounts Payable

Ship To
City of South San Francisco 33 Arroyo Drive South San Francisco, CA 94080

P.O. No.	Terms	Project
	Net 30	

→ pf 1707-160-500  
 measure w

Quantity	Description	Rate	Amount
2	09-12-2016: Program miller garage exts	110.00	220.00
1	09-19-2016: City Hall - Moved fax ext 6623 to location upstairs	110.00	110.00
1	09-19-2016: EOC - Marked on map all exts and Co lines with jack numbers for all EOC building.	110.00	110.00
	San Mateo County Sales Tax	9.00%	0.00

\$220.00 - MEASURE W  
 220.00 - IT EXP

*[Signature]*  
 11/22  
 785-16110 - 5005

Please remit to above address.

**Total** \$440.00

Phone #
408-782-2939

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