

Notice Of the
Regular Public Meeting
Of the
Board of Directors of the
Camp Meeker Recreation and Park District

Tuesday, March 17, 2009, 7:00 pm
DISTRICT OFFICE, 5240 BOHEMIAN HIGHWAY
(NEXT TO FIREHOUSE)
CAMP MEEKER, CALIFORNIA

- I. Call To Order
- II. Roll Call
- III. Approval Of Agenda
- IV. Statements Of Abstention
- V. Public Comment
The public may address the Board of topics NOT covered by this agenda. Testimony is limited to three minutes. Please state your name and where you are from so that this information can be entered into the minutes.
- VI. Consent Items 10 min
 - A. Approval of Minutes
 - 1. Minutes of February 17, 2009
 - B. Payment of Claims
 - C. Dam Project: Federal Reserve Draw
 - D. Administrative and Financial Report
- VII. ACTION AGENDA
 - A. UPDATE: DAM REMOVAL/CREEK RESTORATION PROJECT 15 min
DESCRIPTION: Lisa Hulette will present the artist rendering of the completed project and the initial bid package for Board review.

PROPOSED ACTION: The Board may/may not approve further action.
 - B. WATER CONSERVATION REPORT--JEFFRY FAWCETT 10 min
DESCRIPTION: Jeffry Fawcett will present an updated report on the status of research of water conservation issues including rates and incentives for conservation.
PROPOSED ACTION: The Board may/may not take action on water conservation events and associated costs.

- C. CHILDREN'S ACTIVITIES CMVFD PANCAKE BREAKFAST MAY 24, 2009 5 min
DESCRIPTION: The Camp Meeker Volunteer Fire Department is requesting \$500.00 to cover the costs of children's activities at their annual Pancake Breakfast to be held on May 24, 2009.
PROPOSED ACTION: The Board may/may not approve funding for this activity
- D. BUS SHELTER RENOVATION PLAN AND SOURCES OF FUNDING 10 min
DESCRIPTION: The Board will review the plan for rehabilitation of the existing bus shelter below the post office area, costs of rehabilitation and discuss sources of funding.
PROPOSED ACTION: The Board may/may not take further action on this issue.
- E. NEWSLETTER PREPARATION AND APPROVAL 10 min
DESCRIPTION: The Board will discuss progress of the "new" version of the CMR&P newsletter and related issues.
PROPOSED ACTION: The Board may/may not take further action on this matter.
- F. UPDATE BOARD TASK LIST 15 min
DESCRIPTION: The Board will review and update its project task list.
Cathie Anderson: Anderson Hall Kitchen Renovation
Gary Helfrich: St. Dot Chapel Property, Tax Sale Parcels, Water Hauling
Amy Lemmer: Disaster Evacuation Plan, Chipper Day
Fred Meyer: Parking Lot Guard Rail, Post Office Rental and Post Office Street Light

VIII. MONTHLY REPORT OF WATER SYSTEM OPERATOR 10 min
DESCRIPTION: Water System Operator will report on operations for the current month.

IX. DIRECTORS REPORTS

X. ADJOURNMENT

How to Get an Item on the Agenda

Items for the agenda of the regular meetings of the Camp Meeker Recreation and Park District must be submitted to the District in writing. Regular meetings are held the 2nd Tuesday of each month. The District must receive submissions no later than ten (10) calendar days before the meeting. Submit your agenda items to: Camp Meeker Recreation and Park District, Post Office Box 461, Camp Meeker, CA 95419. Be sure to include your name, address and phone number. Anonymous submissions will not be considered for discussion.

Minutes Of the
Regular Public Meeting
Of the
Board of Directors of the
Camp Meeker Recreation and Park District

Tuesday, February 17, 2009, 7:00 pm
DISTRICT OFFICE, 5240 BOHEMIAN HIGHWAY
(NEXT TO FIREHOUSE)
CAMP MEEKER, CALIFORNIA

- I. Call To Order
President Crawford called the meeting to order at 7:05 p.m.
- II. Roll Call
Directors Crawford, Helfrich, Meyer and Lemmer were present. Director Anderson was absent.
- III. Approval Of Agenda
President Crawford advised that Lisa Huellette of Gold Ridge Resource Conservation District will not be making the Dam presentation this evening; therefore, this item is to be revised to reflect a report and not the presentation.
A motion was made by Gary Helfrich, seconded by Fred Meyer to approve the agenda removing the dam presentation item.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1
- IV. Statements Of Abstention
There were no statements of abstention.
- V. Public Comment
There was no public comment.
- VI. Consent Items
 - A. Approval of Minutes
 1. Minutes of January 13, 2009
Director Crawford advised that item date should be 2009 and further that the Dam Removal Project report sentence regarding the vegetation plan should be clarified to read that the "Questa vegetation plan should be reviewed prior to any implementation"
A motion was made by Fred Meyer, seconded by Gary Helfrich to approve the January 13, 2009 minutes as corrected.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1
 - B. Payment of Claims
A motion was made by Gary Helfrich, seconded by Cathie Anderson to approve Warrant requests G2008/2009-009 (R&P fund) \$3,611.54, W2008/2009-007 (Water) \$7,613.27, and AB2008/2009-002 (USDA Loan) \$29,034.37
The motion was approved. Ayes: 4 Noes: 0 Absent: 1

- C. Journal Voucher Approval—Allocation NOAA reimbursement
Tabled until March or April.

- D. Administrative and Financial Report

- Ms. Doran-Girard advised the Board what correspondence had been received during the previous month and updated the Board regarding pending administrative tasks.

VII. ACTION AGENDA

- A. UPDATE: DAM REMOVAL/CREEK RESTORATION PROJECT

- DESCRIPTION: Lisa Hulette did not present the artist rendering of the completed project; however, it is complete and will be presented in March. Aimee Crawford reported that the bid package is complete as well as final Questa plans. The bid package will be transmitted to Gary for follow-up with Lisa. Gary will forward the bid package to Malcolm for review. Supervisor Efren Carillo will be meeting with Lisa at Gold Ridge on March 25 for a tour of pending projects. Funding and loan options will be discussed at that meeting.

- ACTION: This was a report item only. No action was taken.

- B. WATER CONSERVATION REPORT--JEFFRY FAWCETT

- DESCRIPTION: Jeffry Fawcett presented a proposal for a water conservation series of events to educate the community and initiate discussion of water issues including rates and incentives for conservation. Discussion ensued regarding communications issues, costs. Gary Helfrich suggested it would be productive to include a presentation of the history of water supply in Camp Meeker as it would be helpful for people to understand what has gone on previously. It was estimated the cost of these events would be from \$200-\$400/per event and that Anderson Hall be made available on the second Tuesday of each month for a three to four month period. Various timing issues were discussed and those present were reminded that the Board's attendance and sponsorship could have Brown Act implications.

- ACTION: This was a discussion item only. No action was taken.

VIII. MONTHLY REPORT OF WATER SYSTEM OPERATOR

DESCRIPTION: Jamie Dunton of Russian River Utility, Water System Operator, reported on operations for the current month advising that the water loss was 10% and advising of the ethics training on February 21 at the Rancho Adobe Fire facility in Cotati.

IX. DIRECTORS REPORTS

Cathie Anderson: Anderson Hall Kitchen Renovation. No report.

Gary Helfrich reported regarding the tax sale issues and planned strategies for handling same. St. Dot's issues are on hold due to pending health issues with the St. Dot's Executive Director. Amy Lemmer advised that there was no report regarding the Disaster Evacuation Plan. She did advise that the review period regarding AB885 has been extended.

Fred Meyer presented a plan for the repair of the Bus Stop that would involve moving the "snack shack" to where the present bus stop is and refurbishment at a cost of approximately \$4,000.00. It is hoped that funding could be obtained from the Transit District. There was no Parking Lot Guard Rail, Post Office Rental and Post Office Street Light update.

X. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Fred Meyer, seconded by Gary Helfrich to adjourn the regular meeting of the Board of Directors of the Camp Meeker Recreation and Park District.

The motion was approved. Ayes: 4 Noes: 0 Absent: 1

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Cheryl Doran-Girard

Camp Meeker Recreation & Park District											
Monthly Cash Balances 2008-2009											
	Rec & Park Operating 750018	Rec & Park Replmnt 750109	Dam Restoration 750596	Water Operations 750505	Water Bank of West**	Water Debt E58237 750521	Water Res E58237 750539	Water Debt A&B 750562	Capital Replmnt 750588	Sewer EIR 750604	Totals
Per Famis 2/28/2009	59,948.34	19,256.35	23,750.64	1,626.01	17,103.49	44,334.09	106,027.22	123,569.88	789,662.65	48.50	1,185,327.17
Deposit 3/17/2009	460.00	-	-	9,180.00	(17,000.00)	-	-	6,460.00	1,360.00	-	460.00
Warrants 3/17/2009	(2,975.73)	-	(12,597.37)	(9,827.95)	-	-	-	-	-	-	(25,401.05)
NOAA Reimbursement	-	-	12,597.37	-	-	-	-	-	-	-	12,597.37
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
Total	57,432.61	19,256.35	23,750.64	978.06	103.49	44,334.09	106,027.22	130,029.88	791,022.65	48.50	1,172,983.49
/cdg-3/14/2009											

Camp Meeker Recreation & Park DistrictWarrant # [G2008/2009-010](#)

Vendor #	Vendor	SubObj	Amount	Explanation
456160	AT&T	6040	74.79	2/09 Telephone
456171	Perry, Johnson	6610	225.00	Legal-Jan
456112	Anderson, Cathie	5913	30.00	Dir Fee-March
456112	Anderson, Cathie	6400	172.55	Anderson Hall
456180	Crawford, Aimee	5913	552.63	Dir Fee-March
456010	PGE	7320	86.46	1/08 Electric
456011	Pacific Telemanagement	6040	53.00	Pay-And Hall
456102	West Sonoma County Disposal	7202	243.87	Waste Removal
456480	Doran-Girard, Cheryl	6631	1,184.00	Feb Consulting
456480	Doran-Girard, Cheryl	6430	14.30	Photocopies
456480	Doran-Girard, Cheryl	6410	22.32	Postage
456480	Doran-Girard, Cheryl	6400	58.06	Supplies
456001	Camp Meeker	7202	86.38	02/09 Water
456168	Sonoma County Tax Collector	6300	350.00	Flat Charge 2nd Ins
456114	Lemmer, Amy	5913	120.00	Dir Fee-Dec-Mar
456105	Tuley, Sally	6180	225.00	Anderson Hall Clean

Camp Meeker Recreation & Park--Operations					
BUDGETED FINANCIAL STATEMENT					
Operating Expenditures					
6040	Communication	1,800	1,917	(116.52)	106.47%
6060	Food	-	-	-	
6080	Household Expense	-	-	-	
6084	Janitorial Supplies	500	-	500.00	0.00%
6085	Litter Abatement	1,500	770	729.86	51.34%
6100	Insurance	2,000	-	2,000.00	0.00%
6150	Maintenance-Hydrants	-	-	-	
6180	Maintenance-Bldgs	3,000	1,600	1,400.00	53.33%
6235	Maintenance-Local Projects	1,000	-	1,000.00	0.00%
6280	Memberships	400	196	204.00	49.00%
6300	Miscellaneous Expense	1,800	856	943.80	47.57%
6400	Office Expense	750	487	263.19	64.91%
6410	Postage Expense	750	249	501.21	33.17%
6430	Printing Services	-	-	-	
6461	Supplies/Expenses	600	42	557.89	7.02%
6463	Resource Material	-	-	-	
6500	Professional/Special	-	-	-	
6521	County Services	2,000	-	2,000.00	0.00%
6580	Conventions & Meetings	-	-	-	
6530	Repairs	-	4,010	(4,010.00)	
6587	LAFCO Operating Costs	300	168	131.70	56.10%
6610	Legal Services	15,000	15,256	(256.17)	101.71%
6630	Audit/Accounting Services	3,000	3,220	(220.00)	107.33%
6631	Bookkeeping	8,000	8,600	(600.00)	107.50%
6637	Property Tax Administration	500	-	500.00	0.00%
6700	Contri-Vol Firemens'	1,500	-	1,500.00	0.00%
6800	Public/Legal Notices	250	-	250.00	
6820	Rents/Leases-Equipments	2,000	687	1,312.68	34.37%
6840	Rents/Leases-Buildings	-	-	-	
7005	Election Expense	-	-	-	
7070	Fish & Game Permits	-	-	-	
7201	Gas & Oil	2,800	1,556	1,244.42	55.56%
7202	Water & Sewer	3,900	2,594	1,305.51	66.53%
7320	Utilities	2,500	709	1,791.25	28.35%
7910	Debt Interest	-	-	-	
	Total Services/Supplies	55,850	42,917	12,932.82	76.84%
Fixed Assets:					
8510	Buildings/Improvements	-	-	-	
8511	Remodel/Rehab/Renovate	17,500	-	-	0.00%
8515	Engineering Services	5,000	478	4,522.50	9.55%
8517	Administrative	-	-	-	
8560	Equipment--Current Year	-	-	-	
8620	OT --W/In Fund	7,000	-	7,000.00	0.00%
	Total Fixed Assets	29,500	478	29,022.50	1.62%
9000	Appropriation For Contingency	2,500	-	2,500.00	
	Total Budget	89,505	44,249	45,256.32	49.44%
cdg/3/13/2009					

Camp Meeker Recreation & Park District**Warrant # W2008/2009-009**

Vendor #	Vendor	SubObj	Amount	Explanation
456167	Russian River Utility	6540	6,991.77	Contract-March
456167	Russian River Utility	6461	358.16	Chemicals
456171	Perry, Johnson	6610	225.00	Legal January
456480	Doran-Girard, Cheryl	6631	1,775.00	2/09 Consulting
456480	Doran-Girard, Cheryl	6430	21.45	Photocopy
456480	Doran-Girard, Cheryl	6400	87.09	Supplies
456480	Doran-Girard, Cheryl	6410	30.48	Postage
456497	California Rural Wtr Assn.	6280	339.00	Dues

9,827.95

Camp Meeker Recreation & Park--Water Operations					
BUDGETED FINANCIAL STATEMENT 3/13/2009					
Income		BUDGET	AMOUNT	BALANCE	%
1001	Flat Charges	126,000	69,536	56,464	55.19%
1007	Flat Charges-CY Secured -July	-	-	-	
1061	Flat Charges-Prior Year	-	1,598	(1,598)	
1700	Interest--Pooled Cash	750	24	726	3.15%
1460	Water Permit Fees	-	-	-	
2900	OCS D Note Payment	-	13,395	(13,395.00)	
4031	Sale-Water	-	-	-	
4032	Sale-Water Residential	123,660	83,970	39,690	67.90%
4106	Refunds	-	-	-	
4109	Outdate/Cancel Warrants	-	-	-	
4620	Transfer W/In Fund	-	2,135	(2,135)	
	Total Revenues	250,410	170,658	79,752	68.15%
Operating Expenditures		BUDGET	AMOUNT	BALANCE	%
5940	Worker Compensation	400	291	109	72.75%
6040	Communications	1,500	-	1,500	0.00%
6100	Insurance	5,000	-	5,000	0.00%
6140	Maintenance-Equipment	-	-	-	
6150	Maintenance-Hydrants	1,500	-	-	0.00%
6280	Memberships	300	633	(333)	211.00%
6300	Miscellaneous Expense	1,000	145	855	14.55%
6400	Office Expense	750	353	397	47.03%
6410	Postage Expense	150	38	112	25.65%
6430	Printing Services	150	191	(41)	127.49%
6461	Supplies/Expenses	150	358	(208)	238.77%
6521	County Services	3,950	-	3,950	0.00%
6530	Repairs	-	-	-	
6540	Contract Services	88,275	62,964	25,311	71.33%
6580	Conventions & Meetings	150	-	150	0.00%
6587	LAFCO Operating	600	393	207	65.45%
6610	Legal Services	20,000	7,182	12,818	35.91%
6630	Audit/Accounting Services	5,500	4,830	670	87.82%
6631	Bookkeeping Services	17,500	14,759	2,741	84.34%
6637	Administration Cost	650	-	650	0.00%
6800	Public Legal Notices	500	1,174	(674)	234.76%
7005	Election Expense	-	-	-	
7320	Utilities	6,500	3,832	2,668	58.95%
7335	Storm Damage				
	Total Services/Supplies	154,525	96,852	55,773	62.68%
Fixed Assets:		BUDGET	AMOUNT	BALANCE	%
8452	Damages	-	-	-	
8500	Land	-	-	-	
8511	Remodel/Rehab	-	-	-	
8515	Engineering Services	-	495	(495.00)	
8560	Equipment	15,000	4,690	10,311	31.26%
8620	Transfers W/I A Fund	126,000	66,059	59,941	52.43%
		-	-	-	
	Total Fixed Assets	141,000	71,243	69,757	50.53%
9000	Appropriation For Contingency	-	-	-	
	Total Budget	295,525	168,095	125,530	56.88%

Camp Meeker Recreation & Park District

Warrant # D2008/2009-002

Vendor #	Vendor	SubObj	Amount	Explanation
456109	Gold Ridge Resource Conservation	8517	12,597.37	Project Mgmnt

12,597.37

Payment Transaction Confirmation

Payment Request Sequence Number : 03-12-2009 05783269 00001

Payment Request Type :	Summary
Payment Method :	ACH
Bank Relationship :	121000358*****0100
Requested Settlement Date :	03/13/2009
Requested Date and Time :	03/12/2009:12:12
Requestor Reference Number :	CMRP#2
Total Items :	1
Total Amount Requested :	\$12,597.37
Total Amount Entered :	\$12,597.37

Recipient : CAMP MEEKER RECREATION AND PAR (0628861)

Federal Agency : NATIONAL OCEANIC AND ATMOSPHER (13140001)

Cash On Hand : Subtotal :\$12,597.37

Seq # / Item #	Account ID	Account Status	Available Balance	Remittance Code	Remittance Amount	Amount Requested	Payment Request Status
1	FNA08NMF4630 445	Open	\$126,473.02			\$12,597.37	Queued to be sent to ACH

CAMP MEEKER RECREATION & PARK DISTRICT

PROJECT COST REPORT: Dam Removal & Creek Restoration

6/14/05	NOAA Funding	190,000.00		
9/30/08	Questa Engineering	1,430.95		
12/11/08	Gold Ridge Resource Con	15,505.87		
1/13/09	R&P Ops Reimb \$\$	33,982.79		
2/29/2009	Gold Ridge Resource Con	12,597.37		
3/12/09	Remaining Funds	126,483.02		

DUTCH BILL FISH BARRIER ELIMINATION PROGRAM

funded by grants from

**NOAA National Marine Fisheries Service, the National Association of Counties, the
CA Department of Fish and Game, the National Fish and Wildlife Foundation, the
US Fish and Wildlife Service, and the State Coastal Conservancy**

sponsored by the

GOLD RIDGE RESOURCE CONSERVATION DISTRICT

REQUEST FOR BIDS

Dutch Bill Dam Removal and Restoration Project

February 24, 2009

**Gold Ridge Resource Conversation District
PO Box 1064
Occidental, CA 95465**

Dutch Bill Creek Fish Barrier Elimination Program
Dutch Bill Dam Removal and Restoration Project

sponsored by the
Gold Ridge Resource Conservation District

ADVERTISEMENT FOR BIDS

A proposal is invited for the removal of **PROJECT DESCRIPTION**. Sonoma County, CA. This work requires a Class A or C27 license.

Sealed bids are due no later than 2:00 p.m. PDT on **INSERT DATE**, at the Gold Ridge RCD office at 14775 'B' Third Street, Occidental, CA for work described, at which time and place all bids will be publicly opened and read. Thereafter, bids will be evaluated, and a contract may be awarded on **INSERT DATE** (the next scheduled meeting of the Board of Directors of the Gold Ridge RCD). The Gold Ridge RCD reserves the right to reject any or all bids and/or accept the bid most advantageous to the District.

If you are interested in bidding on the project, please contact Gold Ridge RCD for a set of bid documents, which includes instructions to bidders, a cost proposal form, plans and specifications, and sample contract documents. The bid documents will be available on **INSERT DATE**.

Bids shall be accompanied by a 10% bid bond or certified check as a guarantee that if a bid is accepted, a contract will be entered into. A performance bond furnished for the full amount of the contract will be required before a contract can be approved. A Mandatory Letter of Intent is required to be submitted by all prospective contractors to the Gold Ridge RCD at the above address no later than **INSERT DATE** at 5:00 pm. A mandatory pre-bid tour of the site is scheduled for **INSERT DATE** at 1 p.m. *Only contractors that have submitted a Mandatory Letter of Intent will be eligible to attend the pre-bid tour.* Note that a landowner is excluded from bidding on a project on his/her own property due to a potential conflict of interest.

Published by the authority of:

Gold Ridge RCD Board of Directors
14775 'B' Third Street
Occidental, CA 95465

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Exhibit A: Gold Ridge Resource Conservation District, Best Management Practices for Construction;	
Exhibit B: Instructions for Vendors;	
Exhibit C: Bid Evaluation Form;	
Standard General Conditions of the Construction Contract, 1996 Edition; and	
The Dutch Bill Dam Removal and Restoration Project Plans and Specifications	

DUTCH BILL CREEK FISH BARRIER ELIMINATION PROGRAM

DUTCH BILL DAM REMOVAL AND RESTORATION PROJECT

INSTRUCTIONS TO BIDDERS

INTRODUCTION

This project is being constructed by the Gold Ridge Resource Conservation District (Gold Ridge RCD) with grant funding from NOAA National Marine Fisheries Services, the US Fish and Wildlife Service, the National Association of Counties, the CA Department of Fish and Game, and the State Coastal Conservancy. The Gold Ridge RCD is a division of state government and is responsible for conservation of soil, water, and related resources.

For the purposes of the bid documents, "Owner" shall mean the Gold Ridge RCD Board of Directors.

The "Project Engineer" shall mean Questa Engineering.

The "Landowner" shall mean the Camp Meeker Recreation and Park District.

Work will be supervised by Questa Engineering Corporation, PO Box 70356, Point Richmond, CA 94807-0356, as representatives of the Gold Ridge RCD.

SCOPE OF WORK

PROJECT DESCRIPTION

Proposals are invited to supply all labor, equipment, materials, and miscellaneous items necessary to remove the dam and install the footbridge as specified and outlined in the plans and specifications, which are attached hereto.

LOCATION

The project site is located on private property in Dutch Bill Creek, a tributary to the Russian River, in western Sonoma County CA.

SUBMISSION OF BIDS

Bids shall be submitted on the Cost Proposal forms attached hereto. Submit the entire Request for Bids package with the Cost Proposal forms completely filled out.

PREVAILING WAGES

This contract is subject to Section 1773.2 of the California Labor Code. It is the Contractor's responsibility to keep on file copies of applicable prevailing rates as determined by the Director of the Department of Labor Relations. Prevailing wage rates shall be posted by the Contractor at the job site. Contractor shall maintain certified payroll records on forms approved by the Gold Ridge RCD throughout the duration of the project and for a period of two years thereafter. These records shall be made available to the Gold Ridge RCD or its authorized representative on request.

PLANS AND WORK SITE

The submission of a bid shall constitute certification by the bidder that they have:

- A. Visited the site to familiarize themselves with all local conditions that in any manner affect cost, progress, or performance of the work.
- B. Familiarized themselves with all federal, state and local laws, ordinances, rules, and regulations that in any manner affect the cost, progress, or performance of the work.
- C. Have thoroughly examined and understand the bid documents, attachments, plans, and specifications.

ENVIRONMENTALLY SENSITIVE AREAS

This construction site is considered an environmentally sensitive area. The contractor shall take all precautions and measures necessary to protect the environmental integrity of the site including, but not limited to, the protection of all plants, animals, and aquatic life. See Exhibit A: Gold Ridge Resource Conservation District, Best Management Practices for Construction.

CONTRACT DOCUMENTS

Attached to this Request for Bids are copies of contract documents, including a sample contract, the Gold Ridge RCD Contract Supplementary Terms and Conditions, and the Standard General Conditions of the Construction Contract dated 1996. Bidders are expected to thoroughly examine and understand the contents of each of these documents, which contain pertinent and specific information regarding every aspect of project construction. These contract documents will be included in the final contract made between the successful bidder and the Gold Ridge RCD.

The latest edition of the Standard Specifications, State of California, Department of Transportation, shall govern operations and materials (but not pricing) for this project except where otherwise indicated in the specifications and on the plans. The Caltrans Standard Specifications are included as part of this contract by reference.

LICENSES

This job requires a California State Contractor's License, Classification A or C27.

BID SECURITY

Bid security in the amount of ten percent (10%) of the bid price in the form of a certified check or bid bond is required. The successful bidder's security will be retained until he/she has entered into a bona fide contract with the Gold Ridge RCD and has supplied the necessary insurance certificates and performance bonds, if required. Failure to enter into a contract or to provide the proper required bonds and/or certificates of insurance will result in both forfeiture of the bid security and status as the successful bidder. The bid/bond/certified check will be returned to the unsuccessful bidders no later than **insert date**. Bids submitted without bid security will not be accepted.

If the Contract value is greater than twenty-five thousand dollars (\$25,000), the Contractor shall provide a performance bond in favor of the Gold Ridge RCD in the amount of one hundred percent (100%) of the contract price and a labor and materials bond in favor of the Gold Ridge RCD in the amount of one hundred percent (100%) of the contract price.

EVALUATION OF BIDS

The Gold Ridge RCD will accept the proposal, which is of the greatest advantage to the project and the landowner. However, the GRRCD has the right to reject any and all proposals. The Bid Evaluation Form (Exhibit C) will be used to determine which bid proposal is of the best value to the Gold Ridge RCD.

STATE AGENCY GRANT FUNDING AND PAYMENT

This project is funded by a grant from NOAA National Marine Fisheries Service, the CA Department of Fish and Game, the US Fish and Wildlife Service, the National Association of Counties, the National Fish and Wildlife Foundation, and the State Coastal Conservancy. Payment policy and instructions for vendors are attached hereto as Exhibit B. The Gold Ridge RCD will review invoices at their regularly scheduled meeting on the third Thursday of the month, prior to forwarding invoices to the grantor for review, and will reimburse Contractor within seven (7) days of receipt of payment from the grantor, a procedure that may take up to 60 days from time of submittal by Contractor to Gold Ridge RCD.

PROJECT TIMELINE

5 pm—insert date	Mandatory Letter of Intent due at Gold Ridge RCD office, 14775 "B" Third Street, Occidental, CA 95465
1 pm—insert date	Mandatory Bid Tour.
2 pm—insert date	Cost Proposal due at Gold Ridge RCD office.
Insert date	Latest date for formation of contract and provision of proof of insurance and required bonds, if any.
Aug. 1-Oct. 30, 2009	Work dates.

No work shall begin until authorized by the Gold Ridge RCD or its agent. The timeline may be adjusted for delays such as inclement weather or saturated soil conditions at the discretion of the Gold Ridge RCD.

PERMITS

The Gold Ridge RCD will obtain necessary permits for project construction. All permits shall be on file with the Executive Director prior to the start of construction. Copies will be provided to the Contractor. The Contractor shall have a copy of all applicable permits in their possession on the work site at all times. If all state, local, and/or federal permits have not been received by the Executive Director two (2) weeks prior to the start of construction, the Gold Ridge RCD reserves the right to reschedule the project until all permits have been secured. No work may occur until all permits are on site.

INSPECTIONS

All work performed on this project shall be subject to regular inspections. The Contractor shall not cover up any work prior to these inspections. It is the Contractor's responsibility to contact the Project Engineer to conduct required inspections. Inspections shall occur during construction and at job completion.

Cost Proposal

To: Board of Directors, Gold Ridge Resource Conservation District

We, the undersigned, having familiarized ourselves with local conditions affecting the cost of work to be done, along with the cost proposal and contract documents, hereby propose to provide and furnish all labor, materials, utilities, transportation, and equipment of all types and kinds and to complete, ready for use, dam removal and footbridge installation as specified and outlined in the plans and specifications, which are attached, and as are described below in the Description of the Work section.

We, the undersigned, agree to perform all of the above work to its completion and to the satisfaction of the Gold Ridge RCD for the rates and prices for said work as indicated below.

We, the undersigned, understand that the contract is a lump sum contract. The Contractor cannot be paid over the sum not to exceed without a change order from Gold Ridge RCD. The Contractor must bid on all parts of this project. The Gold Ridge RCD will not be responsible for any loss of anticipated profits due to reductions in the size of the contract.

<u>Item No.</u>	<u>Description (in words)</u>	<u>Est. Quantity (units)</u>	<u>Price (in words)</u>	<u>Price (numbers)</u>
1	<p>Dam Removal</p> <p>The dam and apron will be completely removed and the upstream channel will be re-graded to a more natural and stable slope. A gentle meander bend will be constructed with new habitat structures, such as woody debris and rock boulders, to allow for naturally sustaining biological and physical stream functioning. Biotechnical methods will be used to stabilize all disturbed banks.</p> <p>A temporary access road into the stream channel near the dam will be constructed. Heavy equipment will disturb the stream channel for approximately 330 feet at the site.</p> <p>After dam deconstruction, erosion control, in the form of re-vegetation seeding, mulching, and erosion control fabric, will be installed in areas that have been disturbed by the project. All bare and/or disturbed mineral slopes will be treated with permanent erosion control measures. All operations will cease if significant rain is predicted. Erosion control will be installed immediately after completion of construction activities. Erosion control measures on any exposed soils (e.g. associated with equipment operations) will be implemented prior to significant rain events.</p>			

<u>Item No.</u>	<u>Description (in words)</u>	<u>Est. Quantity (units)</u>	<u>Price (in words)</u>	<u>Price (numbers)</u>
2	<p>A temporary screened water diversion will be installed up stream of the construction area to divert stream flow around the construction site. It is anticipated that summer flows will be very small, if not completely dry. Regardless, a cofferdam will remain in place and be fully functional until the construction is complete. The cofferdam will be made of clean gravel and covered with Visqueen to minimize water seepage into the construction area. The Visqueen will be firmly anchored to the streambed to prevent water seepage. When construction is completed at the site, the flow diversion structures will be removed as soon as possible in a manner that will allow flow to resume with the least disturbance to the substrate. Cofferdams will be removed so surface elevations of water impounded above the cofferdam will not be reduced at a rate greater than 1 inch per hour. In the event that the creek has higher than average summer baseflows, the work areas may need to be periodically pumped dry of seepage. If this occurs, water seepage will be pumped upslope to a flat area away from the stream channel and dispersed with sprinklers. Pumps will be placed in flat areas, away from the stream channel. Pumps will be secured by tying off to a tree or secure structure to prevent movement during vibration.</p>			

<u>Item No.</u>	<u>Description (in words)</u>	<u>Est. Quantity (units)</u>	<u>Price (in words)</u>	<u>Price (number s)</u>
3	There is a pedestrian footwalk across the top of the Dam providing access from most of Camp Meeker, which lies west of the creek, to the Post Office on the east side of the creek. When the dam is removed, this footbridge will be replaced with an 80-foot pedestrian bridge constructed at the dam's existing location in order to maintain pedestrian passage over the creek. The new bridge will connect to and maintain the existing trail. The bridge will be steel and founded on piles. Planted rock will be used to protect the bridge piles from erosion.			

Total Bid:

\$ _____
(in numbers)

Total Bid:

\$ _____
(in words)

Add-on work

Proposals for additional work or materials that would increase the cost of the contract must be submitted and approved before the materials are purchased or the work is done. For add-on work, if requested, the following equipment, labor, and materials rates will be used to determine compensation:

Materials purchased and delivered to the site: Contractor's purchase cost, as documented by sales receipts, plus 10% percent for contractor handling and profit.

List all equipment you expect to use on the project and a cost per hour, including the operator.

_____, \$ _____/hour
_____, \$ _____/hour
_____, \$ _____/hour

For labor costs per hour, list all classifications of labor or individuals and a rate per hour.

_____, \$ _____/hour
_____, \$ _____/hour
_____, \$ _____/hour

List (if any) subcontractors you are planning to use on this project. Provide company name and California license number and classification.

Name of Subcontractor _____,

License # _____ Classification _____

Name of Subcontractor _____,

License # _____ Classification _____

I hereby certify that 1.) all of the statements herein made by me are made on behalf of:

A.) a corporation organized and existing under the laws of the State of California,
governed by:

President _____

Vice-President _____

Secretary _____

Treasurer _____

or B.) a partnership consisting of: _____

and _____;

or C.) an individual trading as:

in the County of _____, State of _____

- 2.) I have thoroughly examined the plans and specifications, contract documents and all other items bound herein;
- 3.) I have carefully prepared this Cost Proposal form and have checked the same in detail before submitting this bid;
- 4.) I have full authority to make such statements and to submit this bid on the Company's behalf; and
- 5.) The statements herein are true and correct.

Signature _____ Date _____

By _____

Title _____

Calif. Contractor's License No. _____ Classification _____ Expires _____

Name of Qualifier for License _____

Federal Tax Identification No. _____

Company Address _____

Phone _____

Project Representative _____

Representative's Phone No. _____

CONTRACT

This Contract is between the Gold Ridge Resource Conservation District, hereinafter called "Gold Ridge RCD," and _____ hereinafter called "Contractor." The effective date of this Contract is _____, 2005.

The Gold Ridge RCD is a political subdivision of the state of California. The Contractor is an independent contractor, and all persons employed by the Contractor in connection with works covered by this Contract are not to be considered employees of the Gold Ridge RCD in any respect whatsoever.

For the considerations stated herein, the Gold Ridge RCD and the Contractor agree as follows:

- A. Contractor shall, at his/her own risk and expense, provide all labor, materials, necessary tools, equipment, rock delivery, and all utility and transportation services required to complete all of the work for the project described as the Dutch Bill Fish Barrier Elimination Program, Dutch Bill Dam Removal and Restoration Project, in accordance with this Contract, and all attached and referenced contract documents, under the supervision of the Gold Ridge RCD and its authorized agents.
- B. The Gold Ridge RCD shall pay to the Contractor a sum not to exceed \$_____, as full consideration for the faithful performance of this Contract, in accordance with this Contract, the Contractor's accepted Cost Proposal to the Gold Ridge RCD, and all attached contract documents. Said sum may be adjusted by change orders approved in writing by the Gold Ridge RCD.
- C. The undersigned certifies that the Contractor understands and agrees to act in accordance with the contents of each of the contract documents itemized below and attached hereto and/or incorporated herein by reference.
 - 1) This Contract;
 - 2) Gold Ridge RCD Contract Supplementary Terms and Conditions;
 - 3) Standard General Conditions of the Construction Contract dated 1996;
 - 4) Plans and Specifications titled as the Dutch Bill Creek Dam Removal and Restoration;

- 5) Request for Bids including Instructions to Bidders and Contractor's Cost Proposal, as accepted by the Gold Ridge RCD;
- 6) Addenda as listed below:
 - Exhibit A: Gold Ridge Resource Conservation District, Best Management Practices for Construction
 - Exhibit B: Instructions for Vendors

D. All modifications, additions, or changes to this Contract shall be in writing and signed by the Gold Ridge RCD and/or the Project Engineer.

In witness hereof, the parties hereto have entered into this Contract.

Printed Full Name of Contractor Date

Signature of Contractor's Authorized Representative Date

Printed Name and Title of Contractor's Authorized Representative Date

Signature of the President of the Gold Ridge RCD Board of Directors Date

DUTCH BILL FISH BARRIER ELIMINATION PROJECT

Dutch Bill Dam Removal and Restoration Project

DESCRIPTION OF THE WORK

Location:

The project site is located on property owned by the Camp Meeker Recreation and Park District in Dutch Bill Creek, a tributary to the Russian River, in western Sonoma County.

Description of Work:

The project will involve all of the work indicated on the attached plans and specifications. Please provide a cost estimates for the following work:

Task 1: Dam Removal

The dam and apron will be completely removed and the upstream channel will be re-graded to a more natural and stable slope. A gentle meander bend will be constructed with new habitat structures, such as woody debris and rock boulders, to allow for naturally sustaining biological and physical stream functioning. Biotechnical methods will be used to stabilize all disturbed banks. Removal of the dam will also allow for complete sediment continuity of valuable spawning gravels to downstream reaches.

A temporary access road into the stream channel near the dam will be constructed (see attachment). Heavy equipment will stage on the existing flood plane but will need to traverse into riparian areas for short distances to reach the proposed sites. Heavy equipment will disturb the stream channel for approximately 330 feet at the site. Refueling will take place away from the stream channel and fuel absorbent mats will be placed under the pump during refueling. The concrete dam will be removed using a concrete saw and jackhammer to break the dam into manageable pieces. Small amounts of concrete dust will be generated by the deconstruction of the dam, but all concrete, even the dust, will be cleaned up and will be temporarily stored in a construction staging area near the dam site, then hauled to a suitable offsite disposal area.

After dam deconstruction, erosion control, in the form of re-vegetation seeding, mulching, and erosion control fabric, will be installed in areas that have been disturbed by the project. All bare and/or disturbed mineral slopes will be treated with permanent erosion control measures. All operations will cease if significant rain is predicted. Erosion control will be installed immediately after completion of construction activities. Erosion control measures on any exposed soils (e.g. associated with equipment operations) will be implemented prior to significant rain events.

Task 2: Water Diversion

A temporary screened water diversion will be installed up stream of the construction area to divert stream flow around the construction site. It is anticipated that summer flows will be very small, if not completely dry. Regardless, a cofferdam will remain in place and be fully functional until the construction is complete. The cofferdam will be made of clean gravel and covered with Visqueen to minimize water seepage into the construction area. The Visqueen will be firmly anchored to the streambed to prevent water seepage. When construction is completed at the site, the flow diversion structures will be removed as soon as possible in a manner that will allow flow to resume with the least disturbance to the substrate. Cofferdams will be removed so surface elevations of water impounded above the cofferdam will not be reduced at a rate greater than 1 inch per hour. In the event that the creek has higher than average summer baseflows, the work areas may need to be periodically pumped dry of seepage. If this occurs, water seepage will be pumped upslope to a flat area away from the stream channel and dispersed with sprinklers. Pumps will be placed in flat areas, away from the stream channel. Pumps will be secured by tying off to a tree or secure structure to prevent movement during vibration.

Task 3: Footbridge Installation

There is a pedestrian footwalk across the top of the Dam providing access from most of Camp Meeker, which lies west of the creek, to the Post Office on the east side of the creek. When the dam is removed, this footbridge will be replaced with an 80-foot pedestrian bridge constructed at the dam's existing location in order to maintain pedestrian passage over the creek. The new bridge will connect to and maintain the existing trail. The bridge will be steel and founded on piles. Planted rock will be used to protect the bridge piles from erosion.

CONTRACT SUPPLEMENTARY TERMS AND CONDITIONS

A. DEFINITIONS AND TERMS

OWNER or Gold Ridge RCD:

OWNER or Gold Ridge RCD shall mean the Gold Ridge Resource Conservation District, a division of government of the state of California and the sponsor of the Estero Americano Ranch Restoration Program.

PROJECT
ENGINEER:

PROJECT ENGINEER shall mean Questa Engineering, Inc. the authorized agent of the Gold Ridge RCD, who shall act within the scope of their authority as the representative of the Gold Ridge RCD during the term of the Contract.

LANDOWNER:

LANDOWNER shall mean the Camp Meeker Recreation and Park District.

CONTRACTOR:

CONTRACTOR shall mean the contractor who has signed the Contract and any subcontractors.

B. PRELIMINARY MATTERS

1. Governing Laws

This Contract is formed under the laws of the state of California. The CONTRACTOR agrees to abide by all applicable state of California and United States government laws and to conform to all applicable ordinances of the County of Sonoma.

2. Plans and Specifications

The latest edition of the Standard Specifications, State of California, Department of Transportation is made a part of this Contract by reference and shall govern operations and materials for this project, except where otherwise indicated in the project specifications and on the plans.

3. Conflicts in Contract Documents

In cases of ambiguities or conflicts in language, the following order of documents shall prevail in the interpretation of this Contract:

- a. Dutch Bill Dam Removal and Restoration Project Plans
 - c. Contract Supplementary Terms and Conditions
 - d. Standard Specifications, State of California, Department of Transportation, latest edition by reference
 - e. Standard General Conditions of the Construction Contract dated 1996.
4. Permits
The OWNER is responsible for all permit acquisition for this project.
5. Schedule of Work
CONTRACTOR shall abide by the latest start of work and completion of work dates as set forth in the Project Timeline contained in the Instructions to Bidders section of the Request for Bids or, if applicable, by the dates as adjusted by the Gold Ridge RCD for delays due to inclement weather or saturated soil conditions.
6. Delivery of Documents Prior to Start of Construction
The CONTRACTOR shall submit his/her specific timeline/workplan to the PROJECT ENGINEER by the latest start work date as set forth in the Project Timeline or, if applicable, by the latest start work date as adjusted by the Gold Ridge RCD.

CONTRACTOR shall submit required performance bonds and certificates of insurance to the Gold Ridge RCD prior to commencing any work on the project.

The CONTRACTOR shall use the following address(es) for delivery of required documents:

OWNER: Gold Ridge RCD
Attn: Lisa Hulette, Executive Director
PO Box 1064/14775 'B' Third Street
Occidental, CA 95465

PROJECT ENGINEER: Questa Engineering Corporation
Attn: Syd Temple
PO Box 70356
Point Richmond, CA 94807-0356

C. LEGAL RELATIONS AND RESPONSIBILITIES

1. The contract prices paid for the work shall include full compensation for all taxes that the CONTRACTOR is required to pay, whether imposed by federal, state, or local government, including, without being limited to, state and federal payroll taxes, withholding taxes and Social Security, federal excise tax, and federal transportation tax. No tax exemption certificate nor any document designed to exempt the CONTRACTOR from payment of any tax will be furnished to CONTRACTOR by the Gold Ridge RCD as to any tax on labor, services, materials, transportation, or any other items furnished pursuant to this Contract. CONTRACTOR agrees to indemnify and hold the Gold Ridge RCD harmless from any liability that it may incur to the federal, state, or local governments as a consequence of this Contract.

2. Prevailing Wage Rates

Reference is made to the list of General Prevailing Wage Rates established by the Director of the Department of Industrial Relations, State of California. The provisions of Chapter 1, Part 7, of the California Labor Code with respect to wages, hours, discrimination, and worker's compensation benefits are applicable to this construction contract. CONTRACTOR is expected to familiarize himself/herself with these provisions. Copies of the prevailing wage rates are on file at the Gold Ridge RCD office and shall be posted by the CONTRACTOR while working at the job site.

The rates for authorized overtime in excess of eight hours in any single working day and for authorized work on Saturdays, Sundays and other holidays shall not be less than the overtime rates indicated on the list. For any classification not included on the list, the rate shall not be less than one and one half (1-1/2) times the straight time wage for that classification. Holidays shall be those days listed as such under applicable collective bargaining agreements and any other day established as a general legal holiday by proclamation of the Governor of California or the President of the United States.

In the event it becomes necessary for the CONTRACTOR or any subcontractor to employ on the work under this Contract any person in a trade or occupation not covered on the list of prevailing wage rates (except executive, supervisory, administrative, clerical, or other non-manual workers as such), the CONTRACTOR shall immediately notify the PROJECT ENGINEER, who will promptly contact the Director of the Department of Industrial Relations to determine the prevailing rate for such additional trade or occupation. The PROJECT ENGINEER shall furnish the CONTRACTOR with the minimum rate based thereon, which shall be applicable as a minimum for such trade or occupation from the time of the initial employment of the person affected and during the continuance of such employment. The PROJECT ENGINEER may request at any time, and the CONTRACTOR shall provide, certified payroll records indicating all wages paid to all workers on the project for the time period requested. Forms for this purpose shall be approved by the PROJECT ENGINEER.

D. PRICING

1. The pricing for this Contract shall be as set forth in the CONTRACTOR's Cost Proposal as accepted by the Gold Ridge RCD.
2. Substantial variations in the Contract size may occur. The authority for making changes to the Contract lies with the PROJECT ENGINEER. The Gold Ridge RCD will not be responsible for any loss of anticipated profits due to reductions in the size of the Contract.
3. If the PROJECT ENGINEER determines that additional work on the project is necessary, a change order to the Contract may be formed. Unit prices for equipment, materials, and labor, as set forth in Section 15 of the CONTRACTOR's Cost Proposal, shall form the basis of pricing for any additional work covered by a change order. The total value of the Contract shall then be adjusted by the value of each change order. Work performed under any change order shall be subject to the same terms and conditions, and contract documents, as work performed under the original agreement.

E. MEASUREMENT AND PAYMENT

1. The Gold Ridge RCD may withhold from any estimate due the CONTRACTOR a sum sufficient to protect the Gold Ridge RCD from loss on account of (a) defective work not remedied, (b) claims filed or reasonable evidence indicating probable filing of claims, (c) failure of CONTRACTOR to make payments properly to subcontractors or for equipment, material, or labor, (d) a reasonable doubt that the Contract can be completed for the balance then unpaid, and/or (e) damage to another contractor on the project. Such amounts withheld shall be paid upon removal of grounds for withholding payment.
2. CONTRACTOR is expected to correct defective work rejected by the inspector or PROJECT ENGINEER in a timely manner. In summer months (June 21 to September 21), ten (10) days will be allowed for CONTRACTOR to complete defective work. In the fall (after September 21), when timing is crucial because of the impending rainy season, five (5) days will be allowed. When work is not complete within these time frames, the PROJECT ENGINEER may order a third party to complete the work at the expense of the CONTRACTOR.
3. Partial payment shall cover work completed through the 25th calendar day of each month for contracts where the number of working days exceeds twenty (20). No partial payments shall be made for contracts having a time limit of twenty (20) working days or less, unless completion has been significantly delayed by causes that are clearly not the fault of the CONTRACTOR.

When partial payments are to be made, the CONTRACTOR shall submit an estimate of the total amount of work accomplished, which will show the computed amount due, to the PROJECT ENGINEER for approval. No partial payments will be made for materials stored on the job but not yet installed.

Upon receipt of the PROJECT ENGINEER'S approval of the estimate, the CONTRACTOR shall submit a covering invoice to the Gold Ridge RCD. Upon receipt of the invoice, the Gold Ridge RCD will schedule approval and payment at the next scheduled meeting of the Gold Ridge RCD Board of Directors.

4. Liquidated Damages

The Gold Ridge RCD and the CONTRACTOR agree that the Gold Ridge RCD will suffer financial loss if the work is not completed by the date indicated in the Project Timeline contained in the Instructions to Bidders section of the Request for Bids. Therefore, the CONTRACTOR shall pay the Gold Ridge RCD fifty dollars (\$50.00) for each day the work remains uncompleted and unaccepted after the latest completion of project date.

5. Risks Associated with Inclement Weather

The CONTRACTOR shall assume all risk of damage to works in progress until final acceptance by the Gold Ridge RCD. The CONTRACTOR accepts risk of all costs associated with delays resulting from inclement weather.

6. Final Payment

Upon completion of the work, the CONTRACTOR shall submit a final accounting of all work accomplished, showing the computed amount due, to the PROJECT ENGINEER for approval. Upon approval and acceptance of the work by the PROJECT ENGINEER, the CONTRACTOR shall submit his/her final invoice to the Gold Ridge RCD. Notice of completion will be filed and retention of moneys will be paid as required by the laws of the state of California relating to mechanics' liens.

All prior partial estimates and payments shall be subject to correction in the final accounting and payment.

Contractor shall provide copies of receipts for materials to PROJECT ENGINEER.

In the absence of a formal claim filed by the CONTRACTOR, the final accounting shall be conclusive and binding against both parties to the Contract on all questions relating to the performance of the Contract, the amount of work done thereunder, and compensation paid therefore.

Final payment of retention does not free the CONTRACTOR from any obligations arising out of the performance of work on this Contract. The final ten percent (10%) of payment to the CONTRACTOR will be retained until final completion of the project and payment has been received and processed by the Gold Ridge RCD.

7. Federal and State Agency Grant Funding

This project is funded by a grant from the National Fish and Wildlife Foundation, NOAA National Marine Fisheries Service, the National Association of Counties, the CA Department of Fish and Game, and the State Coastal Conservancy. fund. Payment policy and instructions for vendors are attached hereto as Exhibit B.

G. INSURANCE REQUIREMENTS

1. The following paragraphs, which are contained within the Standard General Conditions of the Construction Contract, are superseded by the contents of this section, and shall not apply to this Contract: Paragraphs 5.05, 5.06, 5.07, 5.08, 5.09, 5.10 under Article 5: Bonds and Insurance, and Paragraph 8.06 under Article 8: Owner's Responsibilities.
2. CONTRACTOR agrees to procure and maintain insurance of the kinds and amounts hereinafter provided in insurance companies authorized to do business in the state of California, covering all operations under this Contract, whether performed by him/her or subcontractors. There is no Owner-provided insurance program for this project.
3. Before commencing any work on the project, CONTRACTOR shall furnish to the PROJECT ENGINEER and the Gold Ridge RCD a certificate(s) signed by an authorized representative of the insurance company(ies) showing the CONTRACTOR has satisfactorily complied with the insurance provisions herein.
4. The kinds and amounts of insurance required are as follows:
 - a. Worker's Compensation Insurance
CONTRACTOR shall take out and maintain, during the life of this Contract, Worker's Compensation Insurance, including Employer's Liability Insurance of not less than one million dollars (\$1,000,000) for injury or death per accident, in accordance with the Worker's Compensation laws of the state of California.

b. Public Liability and Property Damage Insurance

CONTRACTOR shall take out and maintain, during the life of this Contract, such public liability and property damage insurance as shall protect him/her, the state of California, its officers, agents, and employees, the State Coastal Conservancy, the Gold Ridge RCD, the PROJECT ENGINEER, and the LANDOWNER from all claims for personal injury, including accidental death, as well as from claims from property damage that may arise from operations under this Contract, whether such operations be by the CONTRACTOR, by any subcontractor, or by anyone directly or indirectly employed by either.

The amounts of such insurance shall be as follows:

1. Injury, including accidental death, minimum one million dollars (\$1,000,000) for any one person and one million dollars (\$1,000,000) for any one occurrence.
2. Property damage, minimum one million dollars (\$1,000,000).

The Gold Ridge RCD (its directors, officers, employees, and agents), the state of California, its officers, agents, and employees, the State Coastal Conservancy, the PROJECT ENGINEER (its directors, officers, employees, and agents) and the LANDOWNER shall be specifically named as additional insureds on each and every public liability and property damage insurance policy provided under the terms of this section.

c. Comprehensive Vehicle Liability Insurance

CONTRACTOR shall take out and maintain, during the life of this Contract, such Comprehensive Vehicle Liability insurance as shall protect him/her, the Gold Ridge RCD, the PROJECT ENGINEER, and the LANDOWNER from all claims for personal injury, including accidental death, as well as from claims for property damage that may arise from operations under this Contract, whether such operations be by the CONTRACTOR, by any subcontractor, or by anyone directly or indirectly employed by either.

The amount of such insurance shall be not less than one million dollars (\$1,000,000) combined single limit or equivalent for bodily injury and property damage as a result of any one occurrence, including coverage for Owned, Hired, and Non-Owned vehicles.

The Gold Ridge RCD (its directors, officers, employees and agents), the PROJECT ENGINEER (its directors, officers, employees and agents), and the LANDOWNER shall be specifically named as additional insureds on each comprehensive vehicle liability insurance policy provided under the terms of this section.

4. Said policies shall remain in effect until final acceptance of the project by Gold Ridge RCD and shall provide that they may not be canceled without first providing Gold Ridge RCD with thirty (30) days written notice of such intended cancellation. If CONTRACTOR fails to maintain the insurance provided herein, Gold Ridge RCD may secure such insurance and deduct the cost thereof from any funds owing to CONTRACTOR.

F. INDEMNIFICATION

CONTRACTOR will indemnify and hold the Gold Ridge RCD, the PROJECT ENGINEER, and the LANDOWNER harmless from all claims, demands, or liability arising out of or encountered in connection with this Contract or the prosecution of work under it, whether such claims, demands, or liability are caused by CONTRACTOR, CONTRACTOR's agents or employees, or subcontractors employed on the project, their agents or employees, or products installed on the project by CONTRACTOR or subcontractors, excepting only such injury or harm as may be caused solely and exclusively by OWNER'S fault or negligence. Such indemnification shall extend to claims, demands, or liability for injuries occurring after completion of the project as well as during the work's progress.

H. BONDING REQUIREMENTS

1. Bid security in the amount of ten percent (10%) of the bid price in the form of a certified check or bid bond is required. The successful bidder's security will be retained until he/she has entered into a bona fide contract with the Gold Ridge RCD and has supplied the necessary insurance certificates and performance bonds, if required. Failure to enter into a contract or to provide the proper required bonds and/or certificates of insurance will result in both forfeiture of the bid security and status as the successful bidder. The bid/bond/certified check will be returned to the unsuccessful bidders no later than **INSERT DATE**. Bids submitted without bid security will not be accepted.
2. If the Contract value is greater than twenty five thousand dollars (\$25,000), the CONTRACTOR shall provide a performance bond in favor of the Gold Ridge RCD in the amount of one hundred percent (100%) of the contract price and a labor and materials bond in favor of the Gold Ridge RCD in the amount of one hundred percent (100%) of the contract price.
3. CONTRACTOR shall submit required performance bonds to the Gold Ridge RCD prior to commencing any work on the project.

I. INSPECTIONS

1. All work performed on this project shall be subject to regular inspections. The CONTRACTOR shall not cover up any work prior to inspection by the PROJECT ENGINEER. Points of inspection are defined in the Instructions to Bidders section of the Request for Bids.
2. Final Inspection
When the work covered by the project is substantially completed, the CONTRACTOR shall notify the PROJECT ENGINEER in writing that the work will be ready for final inspection on a definite date, which shall be stated in such notice. The notice shall be given at least five (5) days prior to the stated date for final inspection. If the PROJECT ENGINEER determines that the status of the work is as represented, he/she will make the arrangements necessary to have final inspection commence on the date stated in such notice, or as soon thereafter as is practicable.

J. SAFETY AND PROTECTION

1. Fire Precautions

At all times, CONTRACTOR shall have on hand and maintain the following tools and equipment while working on the job site: an approved five-pound ABC fire extinguisher, one five-gallon backpack pump or equivalent, and one shovel, McLeod, or other grubbing tool suitable for fire-fighting per person working on the project. All motor-driven equipment shall have approved spark arrestors in place and functioning properly. Stationary equipment shall have a 10-foot fire break cut around it.

2. Protection of Property

CONTRACTOR shall take care not to damage property on which the project is being constructed. This includes, but is not limited to, damage to roads and pastures resulting from vehicle use during wet conditions. CONTRACTOR will be required to repair damage resulting from CONTRACTOR's activities at his/her own expense.

K. RETENTION OF RECORDS

CONTRACTOR and his/her subcontractors shall retain all administrative documents pertaining to the project, including payroll records, for a period of at least two (2) years following completion and acceptance of the project by the Gold Ridge RCD. The Gold Ridge RCD and its duly authorized agents shall have the right to inspect and reproduce any such records or documents.

L. DISPUTE RESOLUTION

Paragraphs 16.1, 16.2, 16.3, 16.4, 16.5, 16.6 and 16.7 of Exhibit GC-A to General Conditions of the Agreement Between OWNER and CONTRACTOR, and the Dispute Resolution Agreement, which reference and amend Article 16 of the Standard General Conditions of the Construction Contract, shall be included as a part of this Contract.

Exhibit A

Gold Ridge Resource Conservation District Best Management Practices for Construction

This construction site is considered an environmentally sensitive area. The contractor shall take all precautions and utilize all measures necessary to protect the environmental integrity of the site, including but not limited to the protection of plant, animal, and aquatic life. The following is an integral aspect of this construction project:

Limitations on Earthmoving:

- *BMPs for construction period runoff and erosion control will be employed, including, but not limited to, silt fencing, fiber rolls, gravel bag berms, sandbag barriers, storm drain inlet protection, tracking controls, and stockpile management.*
- *Access to the site must be reviewed with the Project Designer. Exact location of access way, number of trips planned, and type of vehicles used shall be discussed. Contractor shall be responsible for repairing, at his own cost above and beyond the scope of work, any damage to property caused by access not approved by the Project Designer.*
- *Trash, litter, construction debris, cigarette butts, etc., must be stored in a designated area approved by the inspector or removed from the site at the end of each working day. Upon completion of work, contractor is responsible for removing all debris to the satisfaction of the inspector.*
- *Disturbance to existing grades and vegetation will be limited to the actual site of the conservation project and necessary access routes.*
- *Existing ingress or egress points will be used when possible.*
- *Placement of temporary access roads, staging areas, and other facilities shall avoid disturbance to habitat and shall be restored to preconstruction conditions or better.*
- *The projects are designed to result in balanced cut and fill.*
- *All construction debris and sediments shall be taken to appropriate landfills or, in the case of sediments, disposed of in an appropriate upland area(s) or off-site.*

Limitations on Construction Equipment:

- *No work will occur in flowing or standing water unless a dewatering plan is in place and has been agreed to by the CA Department of Fish and Game.*
- *When feasible, work with heavy equipment will be performed from the top of bank.*
- *When heavy equipment is used, woody debris and vegetation on banks and in the gully will not be disturbed if outside of the project's scope.*

- *No chemically-treated timbers shall be used for grade or channel stabilization structures, bulkheads, or other in-stream structures.*
- *The use or storage of petroleum-powered equipment shall be accomplished in a manner to prevent the potential release of petroleum materials into waters of the state (Fish and Game Code 5650). The following precautionary measures will be required:*
 - *All vehicles and equipment on the site must not leak any type of hazardous materials such as oil, hydraulic fluid, or fuel. Vehicles and equipment must be inspected and approved by the inspector before use. Fueling shall take place outside of the riparian corridor.*
 - *If needed, a contained area located at least 50 feet from a watercourse will be designated for equipment storage, short-term maintenance, and refueling. If possible, these activities will not take place on the project site.*
 - *Vehicles shall be inspected for leaks and repaired immediately.*
 - *Contractor shall have emergency spill clean up gear (spill containment and absorption materials) and fire equipment available on site at all times. These items are to be reviewed by inspector before construction begins.*
 - *Leaks, drips and other spill are cleaned up immediately to avoid soil or groundwater contamination.*
 - *Major vehicle maintenance and washing shall be done off site.*
 - *All spent fluids including motor oil, radiator coolant, or other fluids and used vehicle batteries shall be collected, stored, and recycled as hazardous waste off site.*
 - *Dry cleanup methods (i.e. absorbent materials, cat litter, and/or rags) shall be used whenever possible. If water is used, the minimal amount required to keep dust levels down shall be used.*
 - *Spilled dry materials shall be swept up immediately.*

Exhibit B
INSTRUCTION FOR VENDORS
Gold Ridge Resource Conservation District

The following instructions are intended to speed up payment of bills and reimbursement requests.

TIMING

Bills are paid on availability of funds from the Grantor for the project and in the order received. Please submit your bill to:

Gold Ridge Resource Conservation District
PO Box 1064
Occidental, CA 95465

The Gold Ridge RCD will review invoices at their regularly scheduled meeting on the third Thursday of the month, prior to forwarding invoices to the grantor for review, and will reimburse contractors within seven (7) days of receipt of payments from the grantor, a procedure that may take up to 60 days from time of submittal by Contractor to District. No bill can be paid without Board approval.

FORMAT

In order to be paid promptly, your billing needs to include these elements:

- Name:** Please list your legal name as well as any business name you may use; the name for the check must appear on the invoice.
- Address:** Where you want your check to be mailed with zip code.
- Phone:** Number where you can be contacted in case of questions.
- Date:** Use the date on which your invoice is written.
- Job Name:** If you were assigned a Job Number at the time your contract was signed, this number must appear on all invoices for work done on this job.
- Task:** If your contract or work order shows that you will be performing more than one task specified in the budget, please break down the charges on your invoice by task.
- Tax ID No.:** If your or your company are providing services (rather than being reimbursed for expenses) you must have a Form W-9 on file. Please fill out the W-9 Form provided and return it with your bill.

EXHIBIT C
Bid Evaluation Form
Dutch Bill Creek Dam Removal and Restoration Project

CONTRACTOR NAME: _____

#	Category	Score	
		0	3
1	Experience working with Resource Conservation Districts (RCDs) or other public agencies.		

0 = None; 3 = Some

#	Category	Score			
		0	1	2	3
2	Cost Considerations				
3	Knowledge of and experience with Sonoma County environmental constraints (soils, topography, hydrology etc.).				
4	Experience removing dams in salmonid bearing streams				
5	Experience operating heavy equipment in sensitive riparian areas and instream channels.				
6	Experience with installation of footbridges in sensitive areas.				
7	Experience with installation of instream habitat structures (i.e., plunge pools).				
8	Experience installing Best Management Practices for runoff and erosion control (including, but not limited to, silt fencing, fiber rolls, gravel bag berms, sandbag barriers, storm drain inlet protection, tracking controls, and stockpile management).				
9	Experience revegetating riparian areas using native riparian species.				
10	Experience working with community groups				

0 = None; 1 = Limited; 2 = Moderate; 3 = Extensive

Proposal for Water Conservation Series by Camp Meeker Recreation and Park District Water Conservation Subcommittee

Summary

We propose monthly events that educate and organize the Camp Meeker community on water conservation issues.

Funding

We ask for to funding for

- an initial printing and mailing of a flier advertising the series, including consolidation of Camp Meeker mailing addresses, and
- rental of a projector and screen for showing the documentary *Flow* as our first event.

The amount has yet to be determined, but will be in the range of \$200 to \$400.

Subsequent events might require additional funding on a scale similar to this initial request.

Anderson Hall

We request the use of Anderson Hall on the second Tuesday of each month from 7pm to 9pm for the proposed events starting March 10, 2009.

Events

We plan to show the documentary *Flow* at our first event. The film runs 84 minutes has won several awards. It discusses both the global context of water supplies and their practical solutions. The website for the film is <http://www.flowthefilm.com>. After the viewing, we will discuss the film, water issues, the events we have planned, elicit feedback from attendees, and recruit participants in the Series' and Subcommittee's activities.

Subsequent events will include

- how to harvest and reuse water,
- how to adopt water rates that promote conservation,
- how to conserve water inside and outside the house,
- how Camp Meeker's water supply might be affected in drought years, and
- how to protect Camp Meeker's watershed.

The content and scheduling of events will respond to the interests and involvement of Camp Meeker residents.

Subcommittee

Jeffrey Fawcett
874-3987

Amy Lemmer
874-1318

TO: Camp meeker Rec and Park
RE: Camp Meeker Bus Stop Shelter Proposal
2/2009 Paul C. Smith, PO Box 120 Camp Meeker, CA 95419

Hi Neighbors,

As you may know, I've been doing construction in the area since the 70's. I did the design and renovation /construction of Anderson Hall, the storage area addition, and the wrap around deck (early 80's?). I let my contractor's license go some years back, but have since become active construction again. My son Nolan and I work together as a time & materials handyman team. Nolan is a good craftsman in general, with electrical work as a specialty.

Recently, Fred Meyers asked me to look at solutions for the deteriorated bus stop shelter. Upon inspection, I concluded that saving and rebuilding the existing structure (right photo) is not the best way to go. The existing unused beach shack (left photo) is also an eyesore and of little use in its current location. However, it's basically a good structure that could be moved, renovated, and used at the bus stop location to good advantage. This would deal with both problem areas at once. This work would include (by the numbers on the drawing):

1. Demolition of old structure, prep site for new structure. Fill with drain rock/gravel as req'd to provide a dry walkway to new structure entrance;
 2. Pour 4 new concrete piers with anchors suitable to support the renovated beach shack; Move the beach shack to the new location, clean up it's old site;
 3. U-shaped bench seating around interior;
 4. Enlarge existing front opening to a doorway, trim as req'd;
 5. Create large openings on 3 sides, filling in the existing side doorway to create a large opening;
 6. Clean roof and redo as required;
- Clean up the whole structure and paint (suggest a gray floor and all else a dark brown rustic color, maybe some white, green or ? on the trim).

Note: possible alternative would be to face the front and new doorway toward the road instead of toward the post office as drawn)

Although the high schoolers queue up on the other side of the road for the El Mo bus, I like this location, as the younger kids still wait on this side as well as the city bus folks. Also, this location takes advantage of the protection offered by the existing guardrail to those in the shelter. The openness of the plan as proposed makes goings-on in the structure quite public and this should serve to limit problem behavior within.

I estimate the cost of the proposed work to be under \$4000. Nolan bills his time at \$35/hr and I at \$50/hr. We both pay our own self-employment taxes and maintain our own medical plans. Materials and services billed at cost. Permits would be at the option of CMRPD. Please let me know if we may be of service on this or any other projects you may contemplate. Thanks and Best regards,

Paul C. Smith

707-8742112

paul136mc@yahoo.com

Camp Meeker Recreation & Park District

Project	Who Responsible	Next Date Report
DPW Liaison	Gary Helfrich	As Needed
Maint-Water System	Hal Wood	Ongoing
Outreach Planning	Aimee C. & Amy L.	Ongoing
Parking Lot Guard Rail	Fred M. & Gary H.	Ongoing
Post Office Rental	Fred Meyer	Ongoing
Tower Rd. Bridge-FEMA	Aimee C. & Cheryl D-G	Ongoing
Wastewater Subcommittee/ Storm Water	Gary H., Aimee C., & Jeff Fawcett	Ongoing
5-Year Capital Rplmnt (Water System)	Hal Wood Cheryl Doran-Girard	January 2009
Bus Stop	Fred Meyer	January 2009
Dam/Creek Restoration	P1-Aimee C. & Gary H P2-Amy Lemmer	January 2009
Dist Office- Org &Mgmnt	Cheryl Doran-Girard	February 2009
St. Dot Chapel Property	Gary Helfrich	February 2009
Tax Sale Parcels	Gary Helfrich	February 2009
Water Conservation	Jeff Fawcett	February 2009
Wtr Conservation: (Rates/Incentives)	Jeff Fawcett	February 2009
Anderson Hall-Kitchen	Cathie Anderson	February 2009
Disaster Evacuation Plan	Amy Lemmer	February 2009
Post Office Street Light	Fred Meyer	February 2009
Water Hauling	Gary H. & Hal Wood	February 2009
Chipper Day	Amy Lemmer	March 2009
Capital Replacement: Rec & Park	Cheryl Doran-Girard	March 2009
Electronic Doc Mgmt	Cheryl Doran-Girard	April 2009
Rev. 02/13/2009		

March 5, 2009

Cheryl Doran-Girard
PO Box 405
Kenwood, CA 95452

RE: CAMP MEEKER PAST DUE ACCOUNTS

- **Accounts 134, 139, 140, 200 and 338:** Lock offs will be scheduled for 3/10/09.
- **Account 139:** Was supposedly sending payment on 1/30/09. Have not received payment and phone is disconnected. Will lock off on 3/10/09 if no payment.
- **Account 152:** Dan Ostrowski apparently did not know Zappa was connected to his water line. Dan will be disconnecting the weekend of 2/26 – 3/1. I have written a work-order to confirm this on Monday 3/2/09. On March 2, Matt checked the connection and could see no evidence of Zappa being tied in to Ostrowski's line.

As always, call with any questions.

Stephanie
887-7735

CAMP MEEKER REC & PARK							Page -1 of 1
5-Mar-09							
ACCT #	CURRENT	1-30	31-60	61+	Last Pmt	Last Pmt Date	TOTAL
4	74.90	74.15			260.00	1/23/2009	149.05
10	60.00	61.90	106.04	218.02	103.48	8/22/2008	445.96
22	46.04	44.40			44.18	12/11/2008	90.44
35	46.28	43.56			50.00	2/9/2009	89.84
37	45.02	43.98	42.04		41.32	11/21/2008	131.04
65	41.98	42.20			112.00	2/4/2009	84.18
68	56.49	68.13	62.40		130.53	12/17/2008	187.02
102	49.89	42.44			92.78	1/7/2009	92.33
106	40.00	40.00	40.00	199.31	124.25	7/15/2008	319.31
116	51.93	3.92			90.52	2/10/2009	55.85
129	43.42	28.86			50.00	2/12/2009	72.28
134	41.06	41.20	24.96		60.00	1/15/2009	107.22
139	65.64	67.72	68.36	68.30	144.31	11/7/2008	270.02
140	49.65	52.23	51.51	10.00	100.00	2/3/2009	163.39
148	42.66	43.48			128.74	12/22/2008	86.14
149	42.70	0.02			42.52	1/15/2009	42.72
150	45.90	44.00			87.70	1/7/2009	89.90
151	44.28	46.42			95.93	2/3/2009	90.70
153	40.00	40.00	40.00	829.72	80.00	5/18/2007	949.72
158	40.82	9.62			145.00	2/3/2009	50.44
162	118.44	171.36			47.78	12/16/2008	289.80
164	44.98	46.30			50.25	1/14/2009	91.28
174	74.37	61.29			93.23	1/27/2009	135.66
176	40.00	40.00	40.00	252.06	133.80	6/3/2008	372.06
179	44.66	0.76			41.00	2/10/2009	45.42
186	49.11	48.90			100.00	12/22/2008	98.01
193	92.16	446.64			132.94	1/21/2009	538.80
194	51.06	53.91			108.39	12/30/2008	104.97
198	40.00	40.00	40.00	435.00	40.00	2/28/2008	555.00
200	40.00	40.00	40.00		160.00	11/13/2008	120.00
203	46.60	0.91			205.00	1/28/2009	47.51
207	40.12	2.19			150.00	2/18/2009	42.31
219	40.82	0.74			116.00	2/3/2009	41.56
226	43.04	45.10			88.14	1/5/2009	88.14
231	49.50	48.52			164.00	2/3/2009	98.02
235	50.10	48.52			50.00	2/18/2009	98.62
244	43.32	27.48			100.00	12/17/2008	70.80
262	49.17	51.24			50.61	1/5/2009	100.41
264	45.18	45.74			43.88	1/7/2009	90.92
326	47.86	0.19			150.00	12/30/2008	48.05
327	40.00	40.00	40.00	1,179.08	178.98	7/25/2006	1,299.08
338	41.64	41.90	41.62		132.34	12/1/2008	125.16
355	47.34	53.22			45.48	1/27/2009	100.56
	2,148.13	2,193.14	636.93	3,191.49			8,169.69
	Total Receivables:	11,200.90					
	Accounts Listed:	43					

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED IN GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS
Alliance Master Meter Union Park	363 369	JAN	1,607,300	499,700	1,107,600	993,620	68.91	10.29
Alliance Master Meter Union Park	363 369	FEB	1,608,100	495,300	1,112,800	1,005,020	69.20	9.68
Alliance Master Meter Union Park	363 369	MARCH						
Alliance Master Meter Union Park	363 369	APRIL						
Alliance Master Meter Union Park	363 369	MAY						
Alliance Master Meter Union Park	363 369	JUNE						
Alliance Master Meter Union Park	363 369	JULY						
Alliance Master Meter Union Park	363 369	AUG						
Alliance Master Meter Union Park	363 369	SEPT						
Alliance Master Meter Union Park	363 369	OCT						
Alliance Master Meter Union Park	363 369	NOV						
Alliance Master Meter Union Park	363 369	DEC						
	TOTAL 2009		3,215,400	995,000	2,220,400	1,998,640		19.97
OCSD loss 16.07%	Total 2008 Total 2007		23,183,499	9,129,300	14,054,199	13,184,640	60.62	6.19