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CITY COUNCIL

Devin T. Murphy, Mayor
Maureen Toms, Mayor Pro Tem
Cameron Sasai, Council Member
Anthony Tave, Council Member
Norma Martínez-Rubin, Council Member

**PINOLE CITY COUNCIL
MEETING AGENDA**

**TUESDAY
May 2, 2023
5:00 P.M**

Please note: HYBRID MEETING FORMAT

**Attend in Person: PINOLE CITY COUNCIL CHAMBERS - 2131 PEAR STREET
OR**

Attend VIA ZOOM TELECONFERENCE – Details provided below

How to Submit Public Comments:

In Person: Attend meeting at the Pinole City Council Chambers, fill out a yellow public comment card and submit it to the City Clerk.

Via Zoom:

Members of the public may submit a live remote public comment via Zoom video conferencing. Download the Zoom mobile app from the Apple Appstore or Google Play. If you are using a desktop computer, you can test your connection to Zoom by clicking [here](#). Zoom also allows you to join the meeting by phone.

From a PC, Mac, iPad, iPhone or Android:

<https://us02web.zoom.us/j/89335000272>

Webinar ID: 893 3500 0272

By phone: +1 (669) 900-6833 or +1 (253) 215-8782 or +1 (346) 248-7799

- Speakers will be asked to provide their name and city of residence, although providing this is not required for participation.
- Each speaker will be afforded up to 3 minutes to speak (subject to modification by the Mayor)
- Speakers will be muted until their opportunity to provide public comment.

When the Mayor opens the comment period for the item you wish to speak on, please use the “raise hand” feature (or press *9 if connecting via telephone) which will alert staff that you have a comment to provide and press *6 to unmute. **To comment with your video enabled, please let the City Clerk know you would like to turn your camera on once you are called to speak.**

Written Comments: All comments received **before 3:00 pm the day of the meeting** will be posted on the City’s website on the agenda page ([Agenda Page Link](#)) and provided to the City Council prior to the meeting. **Written comments will not be read aloud during the meeting.**

Email comments to comment@ci.pinole.ca.us Please indicate which item on the agenda you are commenting on in the subject line of your email.

Please note: Updated COVID-19 safety protocols will be posted outside the City Council Chambers. Please review this information before entering the Council Chambers.

OTHER WAYS TO WATCH THE MEETING

LIVE ON CHANNEL 26. They are retelecast the following Thursday at 6:00 p.m. The Community TV Channel 26 schedule is published on the city's website at www.ci.pinole.ca.us.

VIDEO-STREAMED LIVE ON THE CITY'S WEBSITE, www.ci.pinole.ca.us. and remain archived on the site for five (5) years.

If none of these options are available to you, or you need assistance with public comment, please contact the City Clerk, Heather Bell at (510) 724-8928 or hbelle@ci.pinole.ca.us .

Americans With Disabilities Act: In compliance with the Americans With Disabilities Act of 1990, if you need special assistance to participate in a City Meeting or you need a copy of the agenda, or the agenda packet in an appropriate alternative format, please contact the City Clerk's Office at (510) 724-8928. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Note: Staff reports are available for inspection on the City Website at www.ci.pinole.ca.us. You may also contact the City Clerk via e-mail at hbelle@ci.pinole.ca.us .

Ralph M. Brown Act. Gov. Code § 54950. *In enacting this chapter, the Legislature finds and declares that the public commissions, boards and councils and the other public agencies in this State exist to aid in the conduct of the people's business. It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly. The people of this State do not yield their sovereignty to the agencies, which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments they have created.*

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

2. LAND ACKNOWLEDGMENT

Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present, and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.

3. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT

An official who has a conflict must, prior to consideration of the decision: (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself /herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made, Cal. Gov't Code § 87105.

4. CONVENE TO A CLOSED SESSION

***Citizens may address the Council regarding a Closed Session** item prior to the Council adjourning into the Closed Session, by first providing a speaker card to the City Clerk.*

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Gov. Code § 54957

Title: City Manager

5. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

6. CITIZENS TO BE HEARD (Public Comments)

*Citizens may speak under any item not listed on the Agenda. The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting. **PLEASE SEE THE COVERSHEET OF THE AGENDA FOR INSTRUCTIONS ON HOW TO SUBMIT PUBLIC COMMENTS***

7. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements

B. Mayoral & Council Appointments

C. City Council Committee Reports & Communications

D. Council Requests for Future Agenda Items

E. City Manager Report / Department Staff

F. City Attorney Report

8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. Proclamations

1. Honoring Postman Choi
2. Municipal Clerk's Week
3. Public Works Month
4. Public Service Employee Recognition Week
5. Local and Community History Month

B. Presentations

1. Earth Day Video
2. CCTA
3. Mosquito & Vector Control District Services Overview

9. CONSENT CALENDAR

All matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any interested party or Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.

- A. Approve the Minutes of the April 18, 2023 Council meeting.
- B. Receive the April 15, 2023 – April 28, 2023 – List of Warrants in the Amount of \$332,880.43 and the April 28, 2023, Payroll in the Amount of \$ 468,346.17.
- C. Approve Funds to Award an On-Call Contract to SKL Solutions to Meet Regulatory Compliance for the Sanitary Sewer Collection System [Action: Adopt resolution per staff recommendation (Mishra)]
- D. Letter of Support for Assembly Bill (AB) 1 Regarding Collective Bargaining [Action: Approve Letter of Support per Staff Recommendation (Murray)]
- E. Letter of Support for State Transit Funding [Action: Approve Letter of Support per Staff Recommendation (Mishra)]
- F. Letter of Opposition for Senate Bill (SB) 423 Regarding Streamlined Housing Approvals [Action: Approve Letter of Opposition per Staff Recommendation (Murray)]

10. PUBLIC HEARINGS

Citizens wishing to speak regarding a Public Hearing item should fill out a speaker card prior to the completion of the presentation, by first providing a speaker card to the City Clerk. An official who engaged in an ex parte communication that is the subject of a Public Hearing must disclose the communication on the record prior to the start of the Public Hearing.

None

11. OLD BUSINESS

None

12. NEW BUSINESS

- A. City Road Condition and Pavement Management Program Update [Receive Report (Mishra)]
- B. Update on Pinole Perks Community Gift Card Program [Action: Receive Report and Provide Direction (Whalen)]
- C. Policies Related to Environmentally Preferable Purchases and Practices [Action: Receive Report and Provide Direction Provide Direction (Whalen)]

13. CITIZENS TO BE HEARD (Continued from Item 6) (Public Comments)

Open only to members of the public who did not speak under the first Citizens to Be Heard, Agenda Item 6

Citizens may speak under any item not listed on the Agenda. *The time limit is 3 minutes for City Council items and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future meeting.*

14. ADJOURNMENT to the Regular City Council Meeting of May 16, 2023 in Remembrance of Amber Swartz.

I hereby certify under the laws of the State of California that the foregoing Agenda was posted on the bulletin board at the main entrance of Pinole City Hall, 2131 Pear Street Pinole, CA, and on the City's website, not less than 24 hours prior to the meeting date set forth on this agenda.

Heather Bell, CMC
City Clerk

POSTED: April 27, 2023 at 12:00 pm

CITY COUNCIL MEETING
MINUTES
April 18, 2023

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

The City Council Meeting was held in a hybrid format (in-person and via Zoom videoconference and broadcast) from the Pinole Council Chambers, 2131 Pear Street, Pinole, California. Mayor Murphy called the Regular Meeting of the City Council to order at 5:01 p.m. and led the Pledge of Allegiance.

2. LAND ACKNOWLEDGEMENT

Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.

3. ROLL CALL, CITY CLERK’S REPORT & STATEMENT OF CONFLICT

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A. COUNCILMEMBERS PRESENT

Devin Murphy, Mayor
Maureen Toms, Mayor Pro Tem
Norma Martinez-Rubin, Council Member
Cameron Sasai, Council Member
Anthony Tave, Council Member

B. STAFF PRESENT

Andrew Murray, City Manager
Eric Casher, City Attorney
Heather Bell, City Clerk
Sanjay Mishra, Public Works Director
Stacy Shell, Human Resources Director
Roxane Stone, Deputy City Clerk

City Clerk Heather Bell announced the agenda had been posted on Thursday, April 13, 2023 at 2:30 p.m. with all legally required written notices. No written comments had been received in advance of the meeting.

Following an inquiry, the Council reported there were no conflicts with any items on the agenda.

4. CONVENE TO A CLOSED SESSION

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A. CONFERENCE WITH LABOR NEGOTIATORS

Gov. Code § 54957.6

Agency designated representatives: City Manager Andrew Murray, City Attorney Eric Casher and Human Resources Director Stacy Shell

Employee Organization: All groups

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Gov. Code § 54956.9(d)(1)

Number of Potential Cases: 1

PUBLIC COMMENTS OPENED

Deputy City Clerk Roxane Stone reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

5. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

At 6:42 p.m., Mayor Murphy reconvened the meeting into open session.

City Attorney Eric Casher reported there was no reportable action for Item 4A. For Item 4B, the City Council had directed staff to take action to opt into the National Settlement and Opioid Class Action Litigation against Teva/Allergan/CVS/Walgreens and Walmart which would make the City eligible for proceeds from the settlement funds in that litigation.

6. CITIZENS TO BE HEARD (Public Comments)

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Rafael Menis, Pinole, updated the City Council on the current COVID-19 case rate for the City of Pinole, which continued to improve but he recommended the continued wearing of masks indoors. He also announced that Earth Walk would be held on Saturday, April 11 from 9:00 a.m. to 12:00 p.m. starting at Fernandez Park and he encouraged interested participants to sign up on the City website.

Irma Ruport, reported she had come to City Hall on Thursday, April 13 at 10:30 a.m. and found the front doors of City Hall locked. Although someone had later opened the door, a side door which was to be used for emergencies or other uses was open but was not intended for public use and there had been no notice on the front doors of City Hall notifying the public why the offices were closed. She also reported on March 29, 2023 the Finance Subcommittee held a meeting at the same time as the Traffic and Pedestrian Safety (TAPS) Committee.

Ms. Ruport stated the TAPS Committee had been unaware Committee members must be present in-person and the meeting had to be rescheduled. She added due to the recession years ago there had been a reduction in City staff with City Offices closed on Fridays. Since the economy had improved, she suggested there was no longer any reason for the City Offices to be closed on Fridays.

In response to the Mayor, City Manager Murray confirmed he would respond offline to the comments about the concerns with the closure of City Hall.

Mayor Murphy moved onto Item 8 at this time.

8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. Proclamations

1. National Arbor Day

The City Council read into the record a proclamation recognizing National Arbor Day.

2. Arab American Heritage Month

The City Council read into the record a proclamation recognizing Arab American Heritage Month.

3. Earth Day

The City Council read into the record a proclamation recognizing Earth Day.

PUBLIC COMMENTS OPENED

Sophia Ly, Pinole Valley High School Earth Team, thanked the City Council for the recognition and support and highlighted some of the projects Earth Team had accomplished this year, which included planting a native pollen garden to support populations of butterflies, creation of planting guides for local native plant gardens and the planned distribution of native wildflowers to community members at the upcoming Earth Day Nature Walk, as well as having led a number of community cleanup events.

Ann Moriarty, Friends of Pinole Creek Watershed, reported in 2022 the Friends of Pinole Creek Watershed provided a presentation to the City Council on the Trash Assessment Project “data and asks.” She also reported the International Baccalaureate group at Pinole Valley High School was setting up a Go-Fund Me page for a Swim-a-Thon to support the work of Pinole Valley High School’s Earth Team and the Friends of Pinole Creek Watershed, with the goal a \$1,000 grant.

At this time, Ms. Moriarty highlighted the status of the “asks” made in 2022, which included a Food Ordinance Update. The City’s Climate Awareness and Action Plan included a pilot program for takeout containers and she understood an ordinance was being crafted. A request for a City-owned trash bin inventory and high-capacity bins had been delayed due to the Capital Improvement Plan (CIP) but she looked forward to that happening in the next couple of years.

High trash areas of concerns had been identified as the trail and pedestrian bridge behind the Pinole Valley Shopping Center and Pinole Valley High School and those areas had been supplied with trash bins. Another high trash area of concern was the Pinole Library and efforts were being made with the County to modify an existing dumpster so that it could be used for immediate trash and the City’s maintenance crew was working with the unhoused community in the area. Another ask was an Adopt-a-Street/Spot Program, with Pinole Creek Allies having initiated the work on a program.

Additional asks included litter awareness outreach and educational programs; Pinole Creek yard signs had been designed with information on the Pinole Creek Watershed; Pinole Valley High School Principal Kibby Kleiman held Pinole Creek Awareness Month in February 2023 and a Pinole Valley High School photography exhibit was planned at City Hall; monthly trash cleanups included seven community cleanups and annual coastal cleanup hosted by the City of Pinole, with community members engaged and motivated; the Rotary Club, Earth Team and others from outside the Pinole area also helped to clean up the Pinole Creek Watershed. The data for the volume of trash removed, volunteer efforts and upcoming events over the next year starting with Earth Day on April 22 and culminating with October Pinole Dumpster Day were also highlighted. Interested persons were encouraged to join all events with more information on the Friends of Pinole Creek Watershed website.

Anthony Vossbrink, Pinole, congratulated the Earth Team for its accomplishments. He requested an update on the needed trash bins throughout the City, in and around the dog park area, the area of the barbeque grill and areas of the City that had older trash cans absent covers and no recyclable bins. He emphasized the need to replace those bins immediately for the City to be good stewards of Earth Day and the community. He also asked for consideration of replacing old plastic micro-fiber sandbags the City used frequently throughout the year which were bad pollutants for creeks, streams, rivers, the Bay, the ocean and associated wildlife.

Cordell Hindler, Richmond, congratulated the Earth Team crew for the proclamation. He encouraged all Council members to celebrate Earth Day and the community to take part in the activities planned.

PUBLIC COMMENTS CLOSED

Mayor Murphy thanked the Earth Team and Friends for the Pinole Creek Watershed for the information provided and for all their hard work to better the environment and the community.

B. Presentations: None

The City Council returned to Item 7.

7. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements

Mayor Murphy reported the City would start its new Centenarian Program and anyone in the community celebrating a birthday of 100 years or older would be honored and celebrated through the City's new Centenarian Program by emailing the City's Recreation Department at recreation@ci.pinole.ca.us or making application at the Pinole Senior Center. He thanked the Community Services Department for leading the program.

Mayor Murphy also reported the Contra Costa County Board of Education would meet on April 19, 2023 at 5:00 p.m. to discuss a resolution and next steps to create workforce housing in the County. Additional information was available at tiny.cc/edworkforcehousing, and Marin Clean Energy (MCE) would hold an in-person Board meeting on Thursday, April 20, 2023 at 7:00 p.m.

B. Mayoral & Council Appointments

1. Planning Commission [**Action: Consider Appointments (Bell)**]

City Clerk Bell provided the staff report and asked the City Council to make the following appointments to the Planning Commission: Frankie Martinez, Christy Lam-Julian and John Bender, whose terms would expire on April 30, 2027, with recruitment efforts to continue for a fourth seat which remained unfilled.

Council member Martinez-Rubin a member of the Interview Subcommittee, looked forward to the new Planning Commissioners and to joint meetings between the City Council and the Planning Commission on items of interest.

Mayor Pro Tem Toms expressed her appreciation to both current Planning Commission Chair Ann Moriarty and long-time Planning Commissioner David Kurrent, who both chose not to reapply. She welcomed the new Planning Commissioners and pointed out that Mr. Bender had served as a Planning Commissioner in the past.

As to why the Interview Subcommittee chose not to make a recommendation for the fourth seat which remained vacant and in response to Council member Tave, Mayor Pro Tem Toms, also a member of the Interview Subcommittee, explained the Subcommittee sought an applicant who had the knowledge of the basic planning process and knowledge of the role of the Planning Commission.

Council member Martinez-Rubin added there had also been interest from an applicant who had the volunteer and professional experience that would complement the composition and role a Planning Commissioner would have representing the City.

Council member Tave emphasized the need for a full complement of the Planning Commission given all of the work in the City. He expressed his appreciation to those Commissioners who had served and chosen not to reapply as well as those who had applied to serve.

PUBLIC COMMENTS OPENED

Rafael Menis, Pinole, also recognized Planning Commissioners Moriarty and Kurrent, who had served but had chosen not to reapply to the Planning Commission and who had done great work and would be missed. He commented on the challenges for the Planning Commission to achieve a quorum due to the stricter attendance requirements after the pandemic.

Mr. Menis asked why the Interview Subcommittee had chosen not to recommend applicant Gabriel Sandoval to the fourth seat. Having reviewed Mr. Sandoval's application, he believed Mr. Sandoval would have been an appropriate applicant for the Planning Commission.

Irma Ruport, Pinole, agreed with the staff recommendation but suggested that Mr. Sandoval should be appointed to the fourth remaining seat on the Planning Commission. She opposed continued recruitment given Mr. Sandoval had been the first to apply and she found it unfair he was not being considered. She detailed Mr. Sandoval's background and suggested he was well qualified.

Ms. Ruport also commented on her own personal experience having been interviewed in the past for a vacancy on a City Commission/Committee, which included one of the current Interview Subcommittee members. At that time, she had been informed she was too political to be appointed. She had recently been appointed to the Community Services Commission. She asked the City Council to avoid using political reasons for not appointing applicants and suggested in the future interviews should be open to the public.

Cordell Hindler, Richmond, agreed with the prior speakers and liked the idea of filling the vacancies.

PUBLIC COMMENTS CLOSED

Mayor Pro Tem Toms reiterated her comments and noted the difference between the applicants being recommended for appointment and the one not being put forward had to do with an understanding of the planning process and the role of the Planning Commission. She offered a motion to adopt the staff recommendation.

Council member Martinez-Rubin stood behind the decision the Interview Subcommittee had been tasked to do and having read all applications and having served on the Planning Commission herself for eight years and knowing what was required, the recommendation from the Interview Subcommittee was appropriate. She suggested the candidates recommended to be appointed to the Planning Commission would bring skills that would complement the Planning Commission.

As to whether the interviews could be public and in response to the Mayor, City Clerk Bell confirmed that was possible. She explained that subcommittees had been created since they were not Brown Act bodies but if the City Council chose to move away from that practice that was an option confirmed by the City Attorney.

ACTION: Motion by Mayor Pro Tem Toms/Council member Martinez-Rubin to appoint John Bender, Christy Lam-Julian and reappoint Frankie Martinez to the Planning Commission for four years.

Vote:	Passed	5-0
	Ayes:	Murphy, Toms, Martinez-Rubin, Sasai, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

Council member Sasai offered a motion, seconded by Council member Tave to appoint Gabriel Sandoval to the Planning Commission.

On the motion, Council member Martinez-Rubin pointed out the Interview Subcommittee process was in place as defined and disregarding the process meant the City Council did not trust the recommendation of its peers. She asked if that was the case.

Council member Tave trusted the judgment of the Interview Subcommittee but people were needed to serve and he clarified with the City Clerk it had been difficult to find volunteers and there was an applicant who should be given the opportunity to serve.

While the points made by the Interview Subcommittee were valid, Council member Tave remained concerned with the continuity of government and the importance of the Planning Commission to help decisions made by the City Council. It was possible the vacancy could continue another year, which was why he had seconded the motion.

Mayor Pro Tem Toms recognized the City Council had the right to discuss and either agree or disagree with the Interview Subcommittee recommendations.

Council member Sasai explained he had made the motion since in his opinion the City had a well-qualified applicant, someone who was born and raised in Pinole, and there were difficulties attracting young talent and leadership. Based on Mr. Sandoval's background working with an elected official, he had experience with someone who represented the district in which the City of Pinole was located who was regularly exposed to policy and had a say in the process. His motion was not a lack of trust or judgment of the Interview Subcommittee but in this instance he disagreed with its assessment and the City Council had the right to vote on the recommendation.

Council member Martinez-Rubin pointed out that very well qualified on paper did not always mean well qualified in practice. Of the candidates the Interview Subcommittee had not recommended, she suggested it meant they had not demonstrated that level of qualification relative to the applicant pool received. She and the Mayor Pro Tem were aware the vacancies had been there for some time. She had based her recommendation on what was on paper, what had been presented during the interview with the candidate, as well as input from staff in terms of what was needed to bring the candidate up to speed on the Planning Commission.

ACTION: Motion by Council members Sasai/Tave to appoint Gabriel Sandoval to the Planning Commission for a term of four years.

Vote:	Passed	3-2
	Ayes:	Murphy, Sasai, Tave
	Noes:	Toms, Martinez-Rubin
	Abstain:	None
	Absent:	None

C. City Council Committee Reports & Communications

Mayor Pro Tem Toms reported the next WestCAT Board meeting had been scheduled for Thursday, April 20, 2023 at 6:30 p.m. in the Pinole Council Chambers and would be the first in-person hybrid meeting since the pandemic. She also reported the Finance Subcommittee had recently met and the Municipal Code Update Subcommittee planned to meet in the next week.

Council member Sasai reported he had attended the Mayors' Conference and he briefed the Council on the presentations and discussions. He had also met with the Principal of Pinole Valley High School to discuss some organizations' achievements for the year and how the Principal had approached school safety and who desired that students be recognized by the City for their achievements on a regular basis, which was something he [Council member Sasai] hoped the City Council would consider when moving forward with proclamations and recognitions for different members of the community.

Council member Tave reported he had attended a meeting of RecycleMore and briefed the Council on the presentations and discussions. He also commented on an email that had been received on April 16, 2023 from a member of the Richmond City Council regarding the Martinez Refinery and a modeling map that had been shown in the San Francisco Chronicle as it related to flaring and metals being dispersed in the area. The map was a Bay Area Air Quality Management District (BAAQMD) model to inform a third party testing group on testing soils to determine the extent of the impact to communities in the Bay Area. The cities of Pinole, Hercules and a bit of Richmond had been included in the map but the map had not been finalized.

Council member Tave reported he had been informed that third party testing was underway around the Martinez Refinery and beyond per the map, with more information available as that occurred. He would be asking for a future agenda item for a presentation from that group on the potential impacts to the City of Pinole. Additional information was available at cchealth.org/hazmat/mrc. Additionally, the Hazardous Materials Commission would meet on April 19, 2023 via Zoom, and while this topic was not on the agenda public comment could be provided by calling Zoom ID# 922-7979-8338 or telephoning 1-646-518-9805.

Council member Martinez-Rubin reported she had attended the League of California Cities City Leader's Summit with a number of sessions relatable to the City of Pinole, which she highlighted at this time. The public may access the slide decks for the presentations which were available at the calcity.org website.

PUBLIC COMMENTS OPENED

Rafael Menis, Pinole, asked whether Council member Tave was aware of the time schedule for soil sampling and whether testing would take place in the City of Pinole or in the portions of the BAAQMD map referenced.

Council member Tave understood the methodology was to start testing at ground zero then outward and there were baselines to be tested for and anything in an elevated nature would be considered an impact.

PUBLIC COMMENTS CLOSED

D. Council Requests for Future Agenda Items

ACTION: Motion by Council member Tave/Mayor Murphy for City staff to reach out to Michael Kent, with the Hazardous Materials Committee to give a presentation on the Martinez Refinery, explain the maps, have a discussion to inform the community on potential impacts and define the terms of “risk,” “proximity” and “toxicity” and the next steps in the timeline for informing the public, as a future agenda item.

Vote:	Passed	5-0
	Ayes:	Murphy, Toms, Martinez-Rubin, Sasai, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

Council member Martinez-Rubin requested that staff report back on the status of the bathrooms at Pinole Valley Park as a future agenda item and was informed by City Manager Murray that he would provide a status report as part of the City Manager’s Report.

PUBLIC COMMENTS OPENED

Cordell Hindler, Richmond, requested that staff bring back the revisions to the City Council procedures and have a presentation on plans for the Port of Oakland as it was recovering from the pandemic as future agenda items.

PUBLIC COMMENTS CLOSED

E. City Manager Report / Department Staff

City Manager Murray provided the following updates: The City of Pinole would celebrate Earth Month with numerous activities planned starting with Earth Walk scheduled for Saturday, April 22, 2023 at 9:00 a.m. at Fernandez Park; a Year in Review of 2022 and a look ahead for what had been planned for this calendar year for 2023 was available on the City website and on social media; the women’s restroom at the dog park had been out of commission as a result of an accident but would be completely repaired and reopened by the end of next week; thirty-nine potholes had been filled over the course of the past month but no centerline striping, red curb painting, patch paving or crack sealing had been done due to weather and the work would be done weather permitting with a report out at the last Council meeting of every month.

City Manager Murray also reported the City Council had approved a future agenda item for a presentation from the California Department of Financial Protection and Innovation but the agency was unable to make a presentation. The City Council had also requested a presentation from Public Bank East Bay, with a presentation on public banks to be provided at a future meeting.

City Manager Murray further reported that the City Council would hold a Special City Council meeting on Tuesday, April 25 for a budget workshop and baseline CIP presentation and a Special City Council meeting on Saturday, April 29, 2023 in the Council Chambers at 9:00 a.m. to review the 2020-2025 Strategic Plan and other work plan items for the remainder of the calendar year and the next fiscal year. He also provided an overview of the tentative agenda items for the May 2, 2023 regular City Council meeting.

Council member Martinez-Rubin reported she had received emails about the men's restroom at Fernandez Park being locked and asked staff to check into the matter with a report back.

Council member Tave asked the status of the Parks Master Plan and whether it would be ready for the budget process, and City Manager Murray noted the City Council had recently approved the contract with the vendor. An internal kick-off meeting with the vendor had found that the vendor would need to conduct an assessment of all park facilities. Staff expected that assessment would be completed this calendar year with projects to be incorporated into not this year's but the following year's CIP.

PUBLIC COMMENTS OPENED

Anthony Vossbrink, Pinole, thanked Council member Martinez-Rubin for bringing up the subject around the status of the City's park facilities, particularly the restrooms in Fernandez Park but he was disappointed it had taken two months for the City Manager and the Public Works Department to notify the public of the estimated time for repair and completion, with nothing posted at the park itself to inform the public. He reported the doors to the men's room were broken providing no privacy or decency; the restrooms in the baseball diamond park and the water fountains along the basketball court were in disrepair; restrooms were in need of maintenance such as new paint and other improvements, and that work should be done before the Parks Master Plan was fulfilled; a light on top of the restroom roof was to turn on at 6:00 p.m. and remain on throughout the night but it was inoperable; lights in and around the women's parking lot restroom remained inoperable; street lights remained out and the barbeque lights remained out. He wanted the City Council to inform the public who would be held accountable for these maintenance items.

PUBLIC COMMENTS CLOSED

F. City Attorney Report

City Attorney Casher reported he had provided the City Council with a report on April 17, 2023 regarding the resolution of a case where Californians for Homeownership (petitioners) had filed a writ petition challenging the initial adoption of the City's Housing Element in January 2023. Since that time, the City had received comments on the Housing Element, staff had worked with the Housing Element Consultants and the City Council had recently adopted a Revised Housing Element. Staff had been working collaboratively with the petitioners since the case had been filed, and with the recent adoption of the Revised Housing Element the petitioners had dismissed the case and were not seeking any damages or attorneys' fees from the City, with petitioners pleased with the efforts the City had taken to promote homeownership.

In response to Council member Tave, City Attorney Casher explained that the challenge to the City's action had been a procedural challenge, that the City had adopted the Housing Element before it was technically allowed to do so, with no damages involved. Once the City had adopted the Revised Housing Element there were no damages that could have been received from the court.

Mayor Pro Tem Toms reported the same organization had filed lawsuits against other jurisdictions that had not yet adopted their Housing Elements.

City Attorney Casher added that almost every city in the State of California had received similar letters from Californians for Homeownership with a threat of litigation. Pinole was not unique in that regard other than the fact the case had been dismissed.

PUBLIC COMMENTS OPENED

Deputy City Clerk Stone reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

9. CONSENT CALENDAR

All matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion.

If, however, any interested party or Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.

- A. Approve the Minutes of the March 28, 2023 Joint City Council and Planning Commission Meeting and the Minutes of the April 4, 2023 meeting.
- B. Receive the April 1, 2023 – April 14, 2023 – List of Warrants in the Amount of \$1,751,614.89 and the April 14, 2023 Payroll in the Amount of \$473,889.10.
- C. Approval of House Moving Permit **[Action: Adopt Resolution per Staff Recommendation (Mishra)]**
- D. Resolution of Local Support for OBAG 3 Grant Program **[Action: Adopt Resolution per Staff Recommendation (Kaur)]**
- E. Resolution Authorizing the City Manager to Execute the Fourth Amendment to the Agreement with Client First Technology Consulting to Provide Professional Support Services During the Upgrade and Migration of the Permit Tracking and Online Application System and Appropriate Funding **[Action: Adopt Resolution per Staff Recommendation (Whalen)]**
- F. Resolution of Support for Contra Costa County and the Inflation Reduction Act Conference **[Action: Adopt Resolution per Staff Recommendation (Rogers)]**
- G. Adopt a Resolution Authorizing the City Manager to Enter into an Agreement with CDW-G to Purchase Mobile Digital Computers (MDC) and Related Equipment to Replace Current MDCS at a Total Cost of \$135,363 **[Action: Adopt Resolution per Staff Recommendation (Gang)]**
- H. Approval of Financial and Investment Policies for Fiscal Year (FY) 2023/24 **[Action: Adopt Resolution per Staff Recommendation (Guillory)]**

Council member Tave asked that Item 9C be removed from the Consent Calendar for discussion.

PUBLIC COMMENTS OPENED

Irma Ruport, Pinole, spoke to Item 9C and asked whether the neighbors where the home would be relocated on Brandt Court had been notified or surveyed regarding the house moving permit, whether the associated reports/attachments had been brought to date, and whether the City was liable in the event of any damage from moving the home. As to Item 9H, she commented the Finance Subcommittee had met on March 29, she had participated in the meeting and Pages 155 to 159 of the agenda packet for the item involved grant policies and procedures for the City. Having worked for the Department of Justice Grant Funding Programs, she suggested the City should be more proactive in obtaining grants and there should be grant training for City staff. The City Manager had emailed her to inform her that a Request for Proposal (RFP) for a grant writer would be put out, and she asked that the grant writer have experience and be able to train other City staff.

Rafael Menis, Pinole, referenced Item 9E, which was the fourth amendment to the agreement with Client First Technology Consulting, as shown. He asked whether this would be the final amendment given there had been several prior amendments and he understood the fourth amendment to the agreement was intended to address unanticipated problems due to the extensive nature of the project configuration.

Tom White, spoke to Item 9C, and explained that he had received a letter of support and he hoped the City Council had received some of the other reports and letters from the Pinole and Hercules Historical Societies and the family of the resident in the home (founder of the City of Hercules). He commented on his involvement with the Berkeley Architectural Heritage Association in restoring and moving other homes in the Berkeley area that had been successfully restored. He had received several preservation awards for the work done for homes that were of historical value, including the subject residence which had been listed on the National Register of Historic Places, and which had been part of the historic nature of the City of Hercules and was closely aligned with the City of Pinole. He suggested the home would fit well within the historic nature of the City of Pinole on Brandt Court. He had worked with the Planning and Public Works Departments to provide all of the necessary applications and permits and the house moving company had a great deal of experience moving buildings in the City of Pinole and in the Bay Area. He looked forward to residing in the home after its relocation. The home would be all-electric with on-site photovoltaics, battery backup, Electronic Vehicle (EV) charging, native plants and with a low carbon footprint.

Jeff Rubin, Pinole, speaking to Item 9C, suggested the City had an opportunity to save a historic building that was part of the area's history and was important to many people. The building had been built in 1904, was on the National Registry of Historic Places, contributed to the architectural heritage of the City of Hercules, was similar to many homes from the same era in the City of Pinole, and would be a great fit for the City with Hercules and Pinole sharing a symbiotic history. He noted a significant part of the City of Pinole had been employed at the Hercules Powder Company, the communities shared schools and resources and were linked by family members who lived in both communities. The cities have been intertwined historically, economically, and architecturally and continue to be so to this day.

Susan Keffe, Hercules, a member of the Hercules Historical Society, also speaking to Item 9C, thanked the Pinole City Council for finding a home for the Queen Anne residence. She too spoke to the histories of Hercules and Pinole and stated the home would be restored to its former greatness.

Lisa Jackson, 350 Contra Costa, spoke to Item 9F, and expressed her appreciation for the City Council's support of a resolution in support of Contra Costa County and the Inflation Reduction Act (IRA) Conference, with 350 Contra Costa one of the hosts along with the Greenbelt Alliance and the three community colleges of Contra Costa County. She looked forward to the City of Pinole accepting its role as a community partner and appreciated the fact the City Council was forward thinking about climate and environmental justice. The conference would be a great opportunity to collaborate and discuss funding through the IRA, the State and the County and communicate with Contra Costa County and other agencies. The conference would focus on all-electric energy transformation, environmental justice regarding the green economy and workforce advancement. Everyone was invited to attend.

Cordell Hindler, Richmond, also referenced Item 9F and encouraged the City Council to attend the conference emphasizing the importance for the City of Pinole to be represented. He otherwise suggested the City Council approve the Consent Calendar, as is.

PUBLIC COMMENTS CLOSED

Speaking to Item 9C, Council member Tave asked why the relocation of the home had to come before the City Council for approval, to which City Attorney Casher explained that pursuant to the Pinole Municipal Code (PMC) and as outlined in the April 18, 2023 staff report, there were conditions that must be met to move a residence. Pursuant to Chapter 12.28 of the PMC, Moving of Buildings, Section 12.28.010, City Council approval at a regular meeting was required which was why this was before the City Council and why it had not been approved administratively.

Council member Sasai clarified with the Public Works Director that any damage to the City's roadways as a result of the movement of the residence would be borne by the applicant. He was otherwise pleased to see the Queen Anne residence would be restored in the City of Pinole and would be all-electric.

Public Works Director Sanjay Mishra explained this application had occurred before his tenure with the City of Pinole but he understood staff had not notified the neighbors on Brandt Court of the house movement. There remained building and planning processes to be completed and staff may approach residents if they had any comments, if the City Council so directed. Outreach would be in the form of a flyer asking whether anyone had any comments to City staff. The application had previously been considered and approved by the Planning Commission and the remaining building and planning processes did not involve public engagement; however, if the City Council directed that neighbors be notified, it would be done.

Mayor Murphy offered a motion, seconded by Council member Tave to amend Item 9C, with staff directed to send a letter to the neighbors on Brandt Court to update them on the approval of the house moving permit.

On the motion, Council member Tave expressed concern with the fact neighbors had not yet been notified of the house movement and City Manager Murray reiterated the project had already gone through all of the entitlement processes and public notification regarding the planning approvals, with the approval of the final building permit at the staff level. He recalled there had been a lot of neighborhood awareness and engagement on this topic although not about the home itself, but on the shape of the street, and as part of that the City Council had previously appropriated CIP funds for the renovation of Brandt Court. While the requirement of City Council approval of a permit to move the home may be an anomaly of the PMC, updating the PMC could be something the City Council may consider in the future. It would be appropriate to notify residents of the date of the house being moved and staff could do that at the direction of the City Council.

Mayor Pro Tem Toms suggested rather than amend Item 9C, the City Council should vote on the entire Consent Calendar with a modification to Item 9C, as suggested by the Mayor. She questioned amending something (Item 9C) that was not yet being approved.

On the discussion, City Attorney Casher suggested action could be taken either way.

ACTION: Motion by Mayor Murphy/Council member Tave to amend Item 9C, upon approval direct staff to draft and send a letter informing the residents on Brandt Court about the moving permit date and the details associated with the house moving permit.

Vote:	Passed	5-0
	Ayes:	Murphy, Toms, Martinez-Rubin, Sasai, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

ACTION: Motion by Mayor Pro Tem Toms/Council member Tave to approve Consent Calendar Items A through H.

Vote:	Passed	5-0
	Ayes:	Murphy, Toms, Martinez-Rubin, Sasai, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

10. PUBLIC HEARINGS: None
Citizens wishing to speak regarding a Public Hearing item should fill out a speaker card prior to the completion of the presentation, by first providing a speaker card to the City Clerk. An official who engaged in an ex parte communication that is the subject of a Public Hearing must disclose the communication on the record prior to the start of the Public Hearing.

11. OLD BUSINESS: None

12. NEW BUSINESS

A. Traffic and Pedestrian Safety (TAPS) Committee Report [Discuss and Provide Direction (Mishra)]

Public Works Director Mishra presented the staff report which included an overview of the Traffic and Pedestrian Safety (TAPS) Committee Report.

Mayor Pro Tem Toms clarified with the Public Works Director the costs for the TAPS Committee recommendation to fund advertisement of TAPS Committee activities to residents would be \$7,000, and multiple approaches could be considered with the cost for about 5,000 residents.

Council member Sasai again clarified the cost for the TAPS Committee recommendation with Public Works Director Mishra who again clarified that the costs for flyers for advertising TAPS Committee activities would be \$7,000 and “other means,” which meant the use of social media and the use of recreational flyers. Advertisements on social media would be through Facebook and Nextdoor and not through paid advertisements.

Council member Martinez-Rubin clarified with Public Works Director Mishra the interest in promoting TAPS Committee activities was due to the fact the TAPS Committee was of the belief that many residents were not aware of TAPS Committee activities. The intent was to broadcast TAPS Committee activities to the entire City.

PUBLIC COMMENTS OPENED

Rafael Menis, Pinole, suggested the TAPS Committee request for funding be tied into the City's broader Communication and Engagement Plan, with the City working on more engagement with the community as a whole with signage and banners. He suggested if the City Council approved the TAPS Committee request, it should tie into the broader Communication and Engagement Plan for all City activities. He commented on his efforts to communicate with the community by notifying those on his email list about community activities and he understood the Mayor Pro Tem did the same with her own email list, with those lists fundamentally private entities. If the City distributed flyers, it could draw the attention from those not on a private email list or from a particular Council member and it would have the formal imprinter of the City behind it. He urged the City Council to support the TAPS Committee recommendations but tied into the City's broader Communication and Engagement Plan.

Irma Ruport, Pinole, liked the TAPS Committee recommendations, liked the reports from the Public Works Director and the projects in which the TAPS Committee was involved, which were very important. She referenced a flyer from [Contra Costa Marketplace](#), which she understood reached 50,000 people and she strongly recommended consideration of advertising in this publication at least a page a month or every quarter. She also commented that the recreation newsletter was awesome, was distributed every two to three months, and detailed all activities. She questioned why the City could not do the same. She urged the City Council to get started on a newsletter regardless of the cost and again commended the work of the Public Works Director to get more people engaged and involved. As an aside, she reported there had been comments on the Nextdoor platform asking what was happening in the City.

Anthony Vossbrink, Pinole, agreed the TAPS Committee recommendations were a good idea, but before the City Council expended any funds on flyers, he suggested the history of the TAPS Committee should be reviewed. A large majority of TAPS Committee meetings had been canceled and/or postponed over the last several years, a continuing problem into 2022/23, including the most recent meeting which had been canceled hours before the meeting absent any explanation and notice to the public or posting on Pinole Community Television (PCTV).

Mr. Vossbrink also understood the Police Chief was to provide a report to the TAPS Committee on traffic issues in the City but that had not been done. He suggested the City of San Ramon be used as an example of an appropriate police report.

PUBLIC COMMENTS CLOSED

Council member Martinez-Rubin acknowledged the public comments regarding the history of the TAPS Committee which could not be ignored in that in the past many TAPS Committee meetings had been canceled but there was now more interest than in the past to promote the activities of the Committee. She suggested the City Council should follow through and blend in with the Communication and Engagement Plan as well as promote all City Commissions/Committees. She was curious whether staff could follow through operating on the recommendations from the Communication and Engagement Plan.

City Manager Murray acknowledged legislative bodies were now required to meet in-person which had been a challenge. The latest TAPS Committee did not have a quorum to meet in-person which had resulted in the cancelation of that meeting. The Communication and Engagement Plan did not provide any specific direction for how to promote the activities of an individual Commission and the City Manager acknowledged the long history of the TAPS Committee meetings having been canceled, although that had somewhat improved over the course of the last year with Committee members having been appointed and regular meetings scheduled; however, there had not always been business to discuss and it was at the discretion of the Committee whether or not to meet. He suggested there was a lack of familiarity with the community at-large regarding the purpose of the TAPS Committee, which had been re-envisioned to be a forum for community members to share concerns related to traffic and pedestrian safety issues as the first public forum beyond staff. The community may not have a high degree of awareness of that as with other City Commissions/Committees.

City Manager Murray liked the idea coming out of the pandemic and returning to in-person meetings for a single mailing on how to work through the City's Commission/Committees, and allowing the public to become aware of their roles to serve on those bodies. He added that Council-appointed Commissioners/Committee members were free to request a report out to the City Council, with the Public Works Director the lead on that with the TAPS Committee. He stated there would be a future City Council agenda item to review all City Commissions/Committees.

Council member Tave emphasized there were many agenda items related to the City's roads. He supported the recommended mailer but would like to start the conversation on a broader scale. The TAPS Committee was fully qualified to have those conversations and have that data. If a mailer was distributed to the public, he asked that it be very succinct and the messaging be consistent with Americans with Disabilities Act (ADA) standards, to ensure the mailer was readable. He emphasized the importance of community input.

Mayor Pro Tem Toms suggested regular channels should be used for communication, such as looking at advertising in some of the circulations and whether that could be done in coordination with the recreation newsletter. She offered a motion, seconded by Council member Tave to approve the request from the TAPS Committee for funding to repair and repave the creek side asphalt trail from Sarah Court to the pedestrian bridge over Pinole Creek, and fund advertisement of TAPS committee activities to residents.

On the motion, Council member Martinez-Rubin spoke to the recommendation for funding to repair and repave the creek side asphalt trail from Sarah Court to the pedestrian bridge over Pinole Creek, and while that was the most obvious for the TAPS Committee to advocate, there was also a section between San Pablo Avenue and Pinole Valley Road that had pavement that could be repaired. She asked that that section be considered as well, and identify who was responsible for that section and blend that request in with the CIP.

ACTION: Motion by Mayor Pro Tem Toms/Council member Tave for the City Council to approve the request from the TAPS Committee for funding to repair and repave the creek side asphalt trail from Sarah Court to the pedestrian bridge over Pinole Creek and fund advertisement of TAPS committee activities to residents.

Vote:	Passed	5-0
	Ayes:	Murphy, Toms, Martinez-Rubin, Sasai, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

Council member Martinez-Rubin offered a motion that the funding for the repair and re-pavement of the creek side asphalt trail from Sarah Court to the pedestrian bridge over Pinole Creek include funding for the Pinole Creek trail section between San Pablo Avenue and Pinole Valley Road and that it be made part of the 2023/24 CIP.

On the motion, City Manager Murray reiterated the City Council would be holding a Special Meeting on April 25 to review the baseline budget and CIP and that meeting was intended to have the City Council surface new ideas it would potentially like to recommend in the next budget so staff could go back and vet them. Council member Martinez-Rubin’s recommendation could be considered at that time, which would allow staff the opportunity to vet the request and return with a recommendation in the CIP.

Mayor Murphy asked staff to note the recommendation for that future discussion.

B. City Road Condition and Pavement Management Program Update [Action: Discuss and Provide Direction (Mishra)]

Public Works Director Mishra provided a PowerPoint presentation on the City Road Condition and Pavement Management Program Update, which included an overview of the Pavement Management and Technical Assistance Program (P-TAP) an overall regional program in the Bay Area to update and assess overall pavement conditions; Pavement Condition Index (PCI), a numerical rating for street conditions with examples of PCI conditions in the City of Pinole; StreetSaver – Dashboard 2023; City Network Summary of the arterial, collector and residential/local streets in Pinole and their current pavement condition categories; how the City’s PCI compared to Bay Area jurisdictions (2019); funding and treatment options; and the StreetSaver – Metropolitan Transportation Commission (MTC) funding scenarios and the strategies moving forward including the need for public engagement to obtain input, run various funding need scenarios and use those need scenarios to develop a Long-term Financial Plan (LTFP).

Mayor Pro Tem Toms again clarified with Public Works Director Mishra the ongoing source of funds and his understanding that Measure J return to source of funds could be used for roadway repair. As the City Council discussed the CIP, she asked that staff provide more clarification on the use of Measure J funds for road repair.

Mayor Pro Tem Toms also clarified the current pavement condition categories and commented that if the City were to consider a capital tax increment bond issue to upgrade roads, the funds could not be used for maintenance. For the next City Council meeting at which time the CIP would be discussed, she wanted more detail on the current pavement condition categories as shown in the PowerPoint presentation, whether bonds could be used for those repairs, and what categories could be considered for a bond issuance with the knowledge the public would have to be engaged to determine whether or not there was interest in a bond issue to improve the City's road conditions.

Council member Sasai spoke to the funding and treatments and asked for a breakdown of the grants the City had applied for and had received funding and what grants the City had applied for and had not received funding.

Council member Sasai also asked whether funding from the Bipartisan Infrastructure Law (BIL) would be applicable to road treatments and repairs and whether funding from the Federal Emergency Management Agency (FEMA) could be considered with respect to the County being placed on the Disaster Proclamation List regarding recent winter storms.

Public Works Director Mishra advised the City had applied for OBAG 3 for this year and had received \$1.02 million for one project and had successfully applied for another grant, receiving \$239,000. Applications had also been made for earmark funding, but he was unaware of the status. Staff had also applied for the Highway Bridge Program (HBP) and had received funds for the design project for the San Pablo Avenue Bridge. In previous years, the San Pablo Road rehab work had been done with OBAG 2 and some STEM funds. The West Contra Costa Transportation Advisory Committee (WCCTAC) had also provided some grants. Total CIP projects had received about 25 percent of their funding from grants. As to the BIL funding, it could be another source. The City would receive some funding from FEMA but it would be linked specifically to a disaster and would not really count much towards the road rehab scenarios.

City Manager Murray explained that the grant funding for road projects was well defined with traditional and universally known mechanisms for street funding. Over time there had been less interest among funding agencies to fund road reconstruction but instead consider Complete Streets and multimodal projects for a number of reasons, with new and different funding options related to infrastructure and inflation reduction targeted more towards resilience, environmental initiatives and other things.

Council member Sasai asked whether the City had exhausted its grant opportunities and City Manager Murray explained there were annual grant opportunities through MTC, the Contra Costa Transportation Authority (CCTA) and Caltrans along with grant opportunities in other service areas. He noted that grants had migrated more towards pilot projects and experimental and demonstration projects than routine road re-pavement. There were other grant opportunities, which was why a grant consultant would be sought, and the City was well connected and tapped into those grant opportunities for roadways.

Council member Martinez-Rubin appreciated not omitting the consideration of roads that made up the 16.9 percent (Condition V – Failed to Very Poor) category, and including roads with a Condition V had shown her the Public Works Director had that broader perspective of attending to all City roads to the extent possible. It appeared given the current state of affairs of granting agencies, federal and regional, that the City would have to rely on residents as a future source of funding. As part of any financial plan, she asked that any possible revenue source be included so that it did not become a surprise to residents about what the City had done given the current situation of available funding for road pavement programs.

Council member Martinez-Rubin also spoke to the condition of City streets as a result of the large trash haulers that exacerbated current conditions, with the weight of those vehicles breaking the pavement. She asked staff to research whether it was possible to have some part of an agreement with the trash hauler to offset the costs for such damage to City streets.

Public Works Director Mishra understood such a request could be considered as part of the renegotiation of the City's Franchise Agreement.

City Manager Murray again detailed the next steps. The PCI was a question for the City Council and the community, with the knowledge it would take resources to improve the City's street conditions. As staff had suggested, a community engagement process over the next few months could dig into the question of the street conditions and allow data to be brought back to the City Council on what the community desired as the right street condition and what that could cost, and identify resources, which could be folded into the Draft LTFP to be discussed during the summer.

Council member Tave commented that his street had gone from a PCI of 53 to a PCI of 44 between 2018 and the present. He asked what was being done internally now for the City's roads.

Public Works Director Mishra explained that pothole filling and repairs were helpful, but the City did not have the ability to completely pave a street given the lack of sufficient staff and equipment.

City Manager Murray walked through the StreetSaver scenarios and the required financial resources to improve the PCI. If the City really wanted to improve its roads, he stated that significant investment would be needed beyond grant funding.

Council member Tave asked to what degree the City had experienced escalating costs, to which City Manager Murray explained that the StreetSaver had tools to estimate escalation but even if other communities had roads in need of rehabilitation it did not mean there was competition for materials because it was unknown whether those cities had the resources to pay for those improvements. He acknowledged the costs for construction had increased and there would be more bang for the buck with more investment at the front end. Making significant investment over the course of a couple of years rather than spreading the work out over ten years and the timing of that work would become a consideration to get a better price.

Council member Tave commented on the studies done for the City's roads, including Complete Streets and wayfinding, with the Road Condition and Pavement Management Program just for paving and not for other items. He suggested this issue would be with the City forever and he was worried about getting the money all at once from a bond, as an example.

Council member Tave would like to see a funding vehicle that was sustainable over time, such as Measure S, which had served the City well. He wanted to ensure everything was well thought out.

PUBLIC COMMENTS OPENED

Irma Ruport, Pinole, thanked the Public Works Director for the reports and charts. Having learned that PCI was a numerical rating for road conditions, she understood the City’s streets had not been visually inspected, with a metric having selected the streets to be paved. She pointed out that MTC liked a “fix it first” mentality that meant the roads that were in good shape were fixed first, which was why many roads remained in need of repair, an attitude she did not support. She also pointed out that streets in her neighborhood, including Rising Glen Road and Glen Court, which were cul-de-sacs with less than 20 homes and which had been paved over and over had not been included in the chart. She found the report to be excellent, the metrics okay, but the streets must be inspected visually. For the streets in poor shape, she suggested a fabulous patch-up job should be done since they would only become worse and worse. She also suggested that Marlesta Road was the worst and while many potholes had been filled that had to be done repeatedly.

Rafael Menis, Pinole, understood the P-TAP Report had been created in 2022 and he asked whether the City Council and staff had access to the report prior to the meeting since there appeared to be a mismatch between the staff report, the PowerPoint presentation and the P-TAP Report regarding the current PCI index for the City of Pinole, which should be clarified. Page 229 of 395 of the agenda packet of the P-TAP Report, Table ES-1 – Summary of different funding levels (Scenarios), had shown the same backlog for five years as if the City had done nothing as shown in this table, and the PCI change would have been markedly worse if the City had done nothing, and the shear amount of cost backlog was pretty substantial at the funding level they were at. The only way to get the backlog down at a minimal level would be to go to the \$55 million over the five-year plan, which would be a significant cost. He found the maps listed in the various scenario outcomes to be beneficial to show where the City would be in the future.

Mr. Menis referenced Figure 17, 5-Year Scenario PCI Summary, as shown on Page 258 of 395 that was detailed and noted that due to the rain and other various climate effects, the City may have already hit the unfunded level PCI setting aside the backlog entirely. Figure 18, 5-Year Scenario Backlog Summary 2022/2023, was the decision year and the breakpoint in backlog, as shown. While the data in the Report was great much of it was from April 2022, and much may not apply given the significant rainfall and road degradation as a result.

PUBLIC COMMENTS CLOSED

Mayor Murphy suggested given the lateness of the hour that the City Council continue this item to the City Council meeting of May 2, 2023, which would allow another opportunity to discuss this item in combination with the CIP.

Council member Tave wanted to continue the discussion and agreed that the item should be continued. He offered a motion to continue the item to the next meeting of the City Council scheduled for April 25 to allow a more robust discussion including what funding vehicles may be associated.

City Manager Murray clarified the Special City Council meeting for April 25 was intended as a discussion of the baseline budget and CIP, and while this topic could be discussed, the consultants the City had hired to work on the LTFP would be conducting an analysis on the types of revenue that would be good fits for this program and other funding needs. Staff would not be ready to provide an analysis and recommendation for funding options in time for the May 2, 2023 City Council meeting.

Mayor Murphy again referenced the strategy moving forward for public engagement and obtaining input, running various funding needs scenarios to develop the LTFP, and he suggested possibly on May 2 the City Council may have some ideas that could be provided as direction to staff.

Council member Tave offered a motion, seconded by Mayor Murphy to continue the City Road Condition and Pavement Management Program Update to the next Regular City Council meeting.

On the motion, Council member Martinez-Rubin reiterated the staff recommendation but based on the motion she questioned whether the discussion would be more of the same since community input was need along with recommendations from outside expertise. She understood there would not be any new information that would be presented at the May 2 City Council meeting.

City Manager Murray explained that staff would not generate any new information for the May 2 meeting but the City Council had additional deliberation it wanted to have on the data already provided to be able to provide direction, and staff had no problem with a continuance of the item.

ACTION: Motion by Council member Tave/Mayor Murphy to continue the City Road Condition and Pavement Management Program Update to the next Regular City Council meeting.

Vote:	Passed	5-0
	Ayes:	Murphy, Toms, Martinez-Rubin, Sasai, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

C. City Council Salaries and Benefits [Action: Discuss and Provide Direction (Bell)]

City Clerk Bell presented the staff report and asked the City Council to provide direction to staff whether or not to increase the City Council member salary through a PMC update and adopt the Elected Officials Benefits Plan.

Council member Sasai commented that as the staff report had stated, City Council salaries were set by State statute and based on population. For cities with a population of 35,000 or less, the City Council salary was initially set at \$300 per month, and may be increased annually as set forth in the statute. He asked if that was because the City of Pinole was a General Law as opposed to a Charter City.

City Attorney Casher advised that was state law. He had not researched whether that restriction would be different if Pinole was a Charter City.

Council member Martinez-Rubin asked for clarification of the statement in the staff report that rather than provide a cash payment to elected officials for medical in-lieu, the City would deposit the same medical in-lieu amount into a Deferred Compensation Plan. She asked whether that benefit currently existed.

Human Resources Director Stacy Shell explained that currently the City Council was eligible to receive a cash in-lieu to enroll into a medical plan and that cash needed to be directed into a Deferred Compensation Plan versus provided to the City Council as compensation. Currently, the City had a 457 Deferred Compensation Plan available to City staff, that Plan would be made available to City Council members and the funds currently provided to City Council members as in-lieu of medical enrollment would then be deferred into the Compensation Plan.

Council member Tave asked whether the same rules applied to all Brown Act bodies in the City. There had been past discussions about providing stipends to City Commissions/Committees, and City Council Bell advised this statute was specific to the City Council. There were plans to bring forward an item that would address the composition and creation documents for all City Commissions/Committees.

Mayor Murphy advised that discussion would come before the City Council at a meeting in June.

Mayor Pro Tem Toms asked whether the City Council could review this item on a regular basis. When considered in 2016/17, it had been years in the making and now in 2023 was at an odd cycle. Possibly, it could be reviewed at the end of the year, during the budget or when employee compensation was discussed. She sought some regular period of review to ensure it was automatically done.

City Clerk Bell reported she had reviewed the practices of other cities, which were all across the board, but some revisited this topic every two years in-line with the election of new Council members, and the City Council could provide that additional direction.

PUBLIC COMMENTS OPENED

Rafael Menis, Pinole, read into the record Government Code Section 3516(a)(2)(A), and asked if that referred to a Charter City or meant as a general rule applied to all General Law cities. As to the defined benefits, he was under the impression if an elected desired to take up the City's offer of health insurance the elected would have to pay for the entire amount but the staff report indicated some of the costs were offset separately from Council member salaries, and he asked for clarification. Also, the fiscal impact would have a higher increase in salary per month above and beyond the raw salary increase as defined in the staff report, implying partial coverage of the health care costs.

City Clerk Bell clarified the staff report had intended to show the increase per month for all five Council members, with an increase of \$984.55 per month for all five Council members.

Irma Ruport, Pinole, supported the staff recommendation but suggested the salary increases be consistent with the Consumer Price Index (CPI) and be revisited every two years at election time.

PUBLIC COMMENTS CLOSED

Council member Tave clarified with staff that if the City Council voted in the affirmative with the staff recommendation, the increase would not go into effect until a Council member was re-elected.

City Attorney Casher clarified that if the City Council approved the increase it would go into effect for all Council members at the end of the next election cycle. He also clarified that Government Code Section 3516 set a statutory maximum the City Council may give itself in salary but there could be a ballot measure to raise Council members’ salaries in an amount identified by voters.

Council member Martinez-Rubin understood that up until now Council members’ salaries had not matched any increase in annual CPI, and City Clerk Bell confirmed there had been no adjustments made over the years. The statute set the increase at five percent.

Council member Sasai commented he had spoken with other Council members in neighboring cities and other agencies, and a member of WCCTAC had raised a discussion of stipends for Committee members in terms of an equity issue. While not in context with the current discussion, he commented that a \$7,000 stipend per year, as an example, discouraged those who were Low Income who were either single mothers or fathers from considering being an elected official.

Council member Sasai agreed with the Mayor Pro Tem and City Clerk that the issue should be revisited on a regular basis, every two years at an election cycle, which should be part of any motion. He suggested the most equitable option would be to base Council member salaries on household income but he recognized that was an entirely separate conversation and had not been attempted in local government. He supported the staff recommendation.

In response to the Mayor, City Manager Murray explained that the Management Compensation Plan was relatively new, had been revisited frequently after its adoption for fine tuning, but since its establishment the City Council had acted on it as part of the budget adoption process by granting a Cost-Of-Living-Adjustment (COLA) for the employees who were employed under it as part of the budget process. Other aspects of the plan would be reviewed on an as-needed basis.

Council member Tave offered a motion, seconded by Council member Sasai to direct staff to increase the City Council member salary through a Pinole Municipal Code Update at the rate of \$759.41.

On the motion, Council member Martinez-Rubin asked that the motion be modified to make it clear the salary increase would be \$759.41 “per month.”

ACTION: Motion by Council members Tave/Sasai to direct staff to increase the City Council member salary through a Pinole Municipal Code Update at the rate of \$759.41 per month.

Vote:	Passed	5-0
	Ayes:	Murphy, Toms, Martinez-Rubin, Sasai, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

ACTION: Motion by Mayor Murphy/Mayor Pro Tem Toms to adopt the Elected Officials Benefits Plan.

Vote: **Passed** **5-0**
 Ayes: **Murphy, Toms, Martinez-Rubin, Sasai, Tave**
 Noes: **None**
 Abstain: **None**
 Absent: **None**

City Clerk Bell asked whether the City Council desired a motion to direct staff to reconsider the City Council salaries every two years.

Mayor Murphy offered a motion to direct staff to reconsider the Elected Officials Benefits Plan and City Council salaries determination every two years.

On the motion, Mayor Pro Tem Toms asked whether the PMC update needed to be done before the new Council took effect to avoid a two-year wait and urged that be kept in mind, and City Clerk Bell confirmed staff would take that into consideration.

ACTION: Motion by Mayor Murphy/Mayor Pro Tem Toms to direct staff to reconsider the Elected Officials Benefits Plan and City Council salaries determination every two years.

Vote: **Passed** **5-0**
 Ayes: **Murphy, Toms, Martinez-Rubin, Sasai, Tave**
 Noes: **None**
 Abstain: **None**
 Absent: **None**

13. CITIZENS TO BE HEARD (Continued from Item 6) (Public Comments)
Only open to members of the public who did not speak under the first Citizens to be Heard, Agenda Item 6.
Citizens may speak under any item not listed on the Agenda. *The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting.*

Cordell Hindler, Richmond, opposed the City Council cutting off speakers at three minutes and suggested the Council should listen to constituents and everyone should be treated equally. Speaking to the discussion of Pride celebrations during the April 4, 2023 City Council meeting, he had comments but had not been able to express them at that time. He expressed concern with the length of Council meetings and the ability of the public to comment.

Anthony Vossbrink, Pinole, concurred and suggested speakers should not be limited in their time to speak, particularly those providing comments via Zoom. He pointed out that members of the public who had spoken in-person had been allowed additional time to finish their thoughts and it was discriminatory that others had not been allowed to do the same.

With respect to Earth Day, Mr. Vossbrink suggested the City Council review the cost of using burlap sack bags rather than materials that harmed the environment. He wanted Pinole to be a leader in that effort. He added there were issues with the timing of the door locks for the public restrooms near the Wastewater Treatment Plant near the Bay Trail.

14. **ADJOURNMENT** to the Special City Council Meeting of April 25, 2023, in Remembrance of Amber Swartz.

At 10:35 p.m., Mayor Murphy adjourned the meeting to the Special City Council Meeting of April 25, 2023 in Remembrance of Amber Swartz.

Submitted by:

Heather Bell, CMC
City Clerk

Approved by City Council:

WARRANT LISTING

By Vendor Name



City of Pinole, CA

Payment Dates 4/15/2023 - 4/28/2023

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 4LE00 - 4LEAF, INC.					
J1909A57	101920	04/28/2023	212-462-42101	BLDG. INSPECTOR, PERMIT TECH, CE, BLDG. OFFICIAL	27,558.75
Vendor 4LE00 - 4LEAF, INC. Total:					27,558.75
Vendor: PRO18 - ADT COMMERCIAL					
APRIL 2023	101921	04/28/2023	209-553-42108	TINY TOTS ALARM SYSTEM	93.20
Vendor PRO18 - ADT COMMERCIAL Total:					93.20
Vendor: AIR10 - AIRGAS USA, LLC					
9996274851	101870	04/21/2023	100-231-42107	RENT CYL MED LARGE AIR FIRE	125.85
Vendor AIR10 - AIRGAS USA, LLC Total:					125.85
Vendor: ALH01 - ALHAMBRA & SIERRA SPRINGS					
19593757 041323	101922	04/28/2023	100-222-42201	WATER PD	362.21
5025519 040623	101922	04/28/2023	500-641-42201	WATER WPCP	240.29
Vendor ALH01 - ALHAMBRA & SIERRA SPRINGS Total:					602.50
Vendor: ALL14 - ALLSTAR FIRE EQUIPMENT, INC.					
246442	101871	04/21/2023	100-231-42107	COMPRESSOR SERVICES FIRE	300.00
Vendor ALL14 - ALLSTAR FIRE EQUIPMENT, INC. Total:					300.00
Vendor: 2463 - AMANDA VASQUEZ					
04242023	101923	04/28/2023	100-221-42302	REIMBURSEMENT MILEAGE FOR POLICE ACADEMY PD	61.57
Vendor 2463 - AMANDA VASQUEZ Total:					61.57
Vendor: ARA01 - ARAMARK UNIFORM SERVICES					
939388000-03312023	101872	04/21/2023	209-552-43804	UNIFORM LAUNDRY SERVICES WPCP AND PSC	193.88
939388000-03312023	101872	04/21/2023	209-552-43804	UNIFORM LAUNDRY SERVICES WPCP AND PSC	193.88
939388000-03312023	101872	04/21/2023	209-552-43804	UNIFORM LAUNDRY SERVICES WPCP AND PSC	225.19
939388000-03312023	101872	04/21/2023	209-552-43804	UNIFORM LAUNDRY SERVICES WPCP AND PSC	193.88
939388000-03312023	101872	04/21/2023	209-552-43804	UNIFORM LAUNDRY SERVICES WPCP AND PSC	217.16
939388000-03312023	101872	04/21/2023	500-641-44410	UNIFORM LAUNDRY SERVICES WPCP AND PSC	371.23
939388000-03312023	101872	04/21/2023	500-641-44410	UNIFORM LAUNDRY SERVICES WPCP AND PSC	349.53
939388000-03312023	101872	04/21/2023	500-641-44410	UNIFORM LAUNDRY SERVICES WPCP AND PSC	349.53
939388000-03312023	101872	04/21/2023	500-641-44410	UNIFORM LAUNDRY SERVICES WPCP AND PSC	349.53
939388000-03312023	101872	04/21/2023	500-641-44410	UNIFORM LAUNDRY SERVICES WPCP AND PSC	351.21
Vendor ARA01 - ARAMARK UNIFORM SERVICES Total:					2,795.02
Vendor: ATT01 - AT&T					
000019766082	101873	04/21/2023	525-118-43101	MIS PHONE	882.04
000019769640	101873	04/21/2023	525-118-43101	PW PHONE	886.72
000019769641	101873	04/21/2023	525-118-43101	ADMINISTRATION PHONE	4,048.30
000019769642	101873	04/21/2023	525-118-43101	RECREATION DPT PHONE	905.37
000019769643	101873	04/21/2023	525-118-43101	CDD PHONE	148.16
000019769645	101873	04/21/2023	525-118-43101	EOC PHONE	184.19
458894	101924	04/28/2023	100-221-42514	LEA TRACKING PD	875.00
Vendor ATT01 - AT&T Total:					7,929.78

WARRANT LISTING				Payment Dates: 4/15/2023 - 4/28/2023	
Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: ESP01 - BELINDA ESPINOSA					
MAY 2023	101925	04/28/2023	100-117-41101	RETIREE MEDICARE REIMBUR MAY 2023	361.20
Vendor ESP01 - BELINDA ESPINOSA Total:					361.20
Vendor: BIR05 - BIRITE FOODSERVICE DISTRIBUTORS					
6505252	101874	04/21/2023	209-552-43804	FOOD PROGRAMS PSC	1,025.78
6509038	101874	04/21/2023	209-552-43804	FOOD PROGRAM PSC	933.69
Vendor BIR05 - BIRITE FOODSERVICE DISTRIBUTORS Total:					1,959.47
Vendor: 2634 - BRANDON HEARNE					
04112023	101875	04/21/2023	500-641-42302	TOLL AND MILEAGE TO TRAINING	498.88
Vendor 2634 - BRANDON HEARNE Total:					498.88
Vendor: LOW01 - BRIAN LOWRY					
MAY 2023	101926	04/28/2023	100-117-41101	RETIREE MEDICAL REIMB MAY 2023	30.74
Vendor LOW01 - BRIAN LOWRY Total:					30.74
Vendor: 1654 - BRINK'S INCORPORATED					
12247837	101876	04/21/2023	100-115-42101	TRANSPORTATION FINANCE	248.64
5619409	101876	04/21/2023	100-115-42101	TRANSPORTATION FINANCE	42.13
Vendor 1654 - BRINK'S INCORPORATED Total:					290.77
Vendor: CAL97 - CALIFORNIA BUILDING STANDARDS COMMISSION					
Q1 2023	101927	04/28/2023	212-20024	CBSC JAN. 1, 2023- MARCH 31, 2023	248.00
Q1 2023	101927	04/28/2023	212-462-34211	CBSC JAN. 1, 2023- MARCH 31, 2023	-23.00
Q4 2022	101927	04/28/2023	212-20024	CBSC Q4 OCT 1, 2022 - DEC. 31, 2022 BLDG	209.00
Q4 2022	101927	04/28/2023	212-462-34211	CBSC Q4 OCT 1, 2022 - DEC. 31, 2022 BLDG	-12.80
Vendor CAL97 - CALIFORNIA BUILDING STANDARDS COMMISSION Total:					421.20
Vendor: 2379 - CALIFORNIA CITY MANAGEMENT FOUNDATION					
0660	101877	04/21/2023	100-111-42401	CCMF 2023-24 MEMBERSHIP CITY MANAGER	400.00
Vendor 2379 - CALIFORNIA CITY MANAGEMENT FOUNDATION Total:					400.00
Vendor: CAL01 - CALTEST ANALYTICAL LAB					
707158	101878	04/21/2023	500-641-44305	COLIFORM LAB SUPPLIES WPCP	83.60
707234	101928	04/28/2023	500-641-44305	AMMONIA, NITRATE LAB SUPPLIES WPCP	717.25
Vendor CAL01 - CALTEST ANALYTICAL LAB Total:					800.85
Vendor: 2652 - CIRCLEUP EDUCATION					
3432	101929	04/28/2023	100-111-42101	WORKPLACE BIAS & DISCRIMINATION SURVEY	9,500.00
Vendor 2652 - CIRCLEUP EDUCATION Total:					9,500.00
Vendor: 2405 - CLIENTFIRST CONSULTING GROUP, LLC.					
14717	101930	04/28/2023	525-118-42101	PM SERVICES UPGRADE PERMITTING LICENSING	12,932.50
14766	101930	04/28/2023	525-118-42101	COMDEV GIS SUPPORT	2,362.50
14802	101930	04/28/2023	525-118-42101	PM SERVICES UPGRADE LICENSING SOFTWARE	14,422.50
14807	101930	04/28/2023	525-118-42101	COMDEV GIS SUPPORT	612.50
Vendor 2405 - CLIENTFIRST CONSULTING GROUP, LLC. Total:					30,330.00
Vendor: 2242 - COLE PRO MEDIA, LLC					
3482	101931	04/28/2023	225-221-42514	TRANSPERENCY ENGAGEMENT APRIL 2023	2,000.00
Vendor 2242 - COLE PRO MEDIA, LLC Total:					2,000.00

WARRANT LISTING					Payment Dates: 4/15/2023 - 4/28/2023
Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: COL02 - COLE-PARMER INSTRUMENT CO					
3417503	101932	04/28/2023	500-641-44306	DISPOS SAMPLE PANS WPCP	379.52
Vendor COL02 - COLE-PARMER INSTRUMENT CO Total:					379.52
Vendor: COM20 - COMCAST					
0210511-04162023	101933	04/28/2023	100-222-43105	CABLE PD	177.88
0419492-04022023	101880	04/21/2023	525-118-43101	SWIM CENTER INTERNET	141.89
170174792	101879	04/21/2023	100-222-43105	INTERNET PD	888.41
Vendor COM20 - COMCAST Total:					1,208.18
Vendor: CON93 - CONCORD UNIFORMS LLC					
20343	101934	04/28/2023	100-222-44410	BELT BBW SILVER BUCKLE PD	39.46
Vendor CON93 - CONCORD UNIFORMS LLC Total:					39.46
Vendor: CON18 - CONTRA COSTA COUNTY MAYORS CONFERENCE					
04102023	101881	04/21/2023	100-110-42401	ANNUAL ASSESSMENT FOR MAYORS CONF 2023	973.00
Vendor CON18 - CONTRA COSTA COUNTY MAYORS CONFERENCE Total:					973.00
Vendor: CCC13 - CONTRA COSTA COUNTY PUBLIC WORKS DEPARTMENT					
705776	101882	04/21/2023	200-342-42101	TRAFFIC SIGNAL MAINT FEB. 2023	6,858.21
705776	101882	04/21/2023	310-347-42101	TRAFFIC SIGNAL MAINT FEB. 2023	3,725.26
705776	101882	04/21/2023	310-348-42101	TRAFFIC SIGNAL MAINT FEB. 2023	840.62
Vendor CCC13 - CONTRA COSTA COUNTY PUBLIC WORKS DEPARTMENT Total:					11,424.09
Vendor: CCC16 - CONTRA COSTA COUNTY SHERIFF'S OFFICE					
23-29	101883	04/21/2023	100-222-42101	PROFESSIONAL SERVICE PD	485.00
Vendor CCC16 - CONTRA COSTA COUNTY SHERIFF'S OFFICE Total:					485.00
Vendor: 1539 - CORDICO PSYCHOLOGICAL CORPORATION					
6569	101935	04/28/2023	100-221-42101	PEPS KR REYES PD	500.00
Vendor 1539 - CORDICO PSYCHOLOGICAL CORPORATION Total:					500.00
Vendor: COR12 - CORELOGIC SOLUTIONS LLC					
82169935	101884	04/21/2023	525-118-42510	REAL QUEST SOFTWARE CITYWIDE	728.41
Vendor COR12 - CORELOGIC SOLUTIONS LLC Total:					728.41
Vendor: 1445 - CORTEZ TIRES AND AUTO REPAIR					
19829	101936	04/28/2023	100-221-42107	CAR MAINTENANCE PD	594.10
19861	101936	04/28/2023	100-221-42107	OIL PACKAGE PD	50.00
19873	101936	04/28/2023	100-221-42107	OIL PACKAGE PD	2,243.94
19960	101936	04/28/2023	100-221-42107	OIL PACAKAGE PD	50.00
Vendor 1445 - CORTEZ TIRES AND AUTO REPAIR Total:					2,938.04
Vendor: 2220 - CRESCO EQUIPMENT RENTALS					
5540972-0019	101885	04/21/2023	100-343-42511	RENTAL EQUIP UNSULATED BUCKET TRUCK	4,425.00
Vendor 2220 - CRESCO EQUIPMENT RENTALS Total:					4,425.00
Vendor: 2424 - CROCKETT AWARD & TROPHY SERVICES					
835151	101886	04/21/2023	100-112-42201	NAME PLACARD CITY CLERK DPT	25.71
Vendor 2424 - CROCKETT AWARD & TROPHY SERVICES Total:					25.71
Vendor: CSI01 - CSI FORENSIC SUPPLY					
PINOLEPD-0002	101937	04/28/2023	100-222-42201	BARRIER TAPE POLICE DO NOT CROSS	506.14
Vendor CSI01 - CSI FORENSIC SUPPLY Total:					506.14
Vendor: 2080 - CSW-STUBER-STROEH ENGINEERING GROUP INC					
2302091	101887	04/21/2023	377-342-47205	PRELIMINARY ENGINEERING AND DESIGN SERVICES	2,909.00
2302100	101887	04/21/2023	106-343-47201	PRELIMINARY ENGINEERING & DESIGN	280.50
Vendor 2080 - CSW-STUBER-STROEH ENGINEERING GROUP INC Total:					3,189.50

WARRANT LISTING						Payment Dates: 4/15/2023 - 4/28/2023	
Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount		
Vendor: COO13 - DANA COOK							
MAY 2023	101938	04/28/2023	100-117-41101	RETIREE MEDICAL REIMBURSEMENT MAY 2023	343.06		
Vendor COO13 - DANA COOK Total:					343.06		
Vendor: HUG01 - DANNY HUGHES							
MAY 2023	101939	04/28/2023	100-117-41101	RETIREE MEDICAL REIMB MAY 2023	113.36		
Vendor HUG01 - DANNY HUGHES Total:					113.36		
Vendor: 1443 - DIESEL DIRECT WEST, INC.							
85077673	101888	04/21/2023	500-10601	ULSD CLEAR GAS WPCP	4,390.89		
85084147	101888	04/21/2023	100-10601	GASOLINE UNL CY	2,789.41		
Vendor 1443 - DIESEL DIRECT WEST, INC. Total:					7,180.30		
Vendor: DIV06 - DIVISION OF THE STATE ARCHITECT							
Q1 2023	101940	04/28/2023	226-000-34223	JAN. MARCH 2023 STATE MANDATED FEE	492.40		
Vendor DIV06 - DIVISION OF THE STATE ARCHITECT Total:					492.40		
Vendor: EBM01 - EBMUD							
9003042	101889	04/21/2023	500-641-42101	BACC BAY AREA CHEMICAL CONSORTIUM WPCP	1,288.50		
Vendor EBM01 - EBMUD Total:					1,288.50		
Vendor: 2380 - ELIZABETH A. LYNN							
MARCH 2023	101890	04/21/2023	209-552-43802	POSTURE CLASSES MARCH 2023 PSC	35.00		
Vendor 2380 - ELIZABETH A. LYNN Total:					35.00		
Vendor: 1574 - ERA- ENVIRONMENTAL RESOURCES ASSOCIATES							
036863	101891	04/21/2023	500-641-42109	LAB SUPPLIES WPCP	1,791.23		
Vendor 1574 - ERA- ENVIRONMENTAL RESOURCES ASSOCIATES Total:					1,791.23		
Vendor: 1612 - FIRST VANGUARD RENTALS & SALES							
1-506873	101941	04/28/2023	100-342-42514	STOP BLINKER SIGN SOLAR CY	6,879.50		
1-507144	101941	04/28/2023	100-342-42514	FREIGHT SHIPPING FOR BLINKERSIGN	425.00		
Vendor 1612 - FIRST VANGUARD RENTALS & SALES Total:					7,304.50		
Vendor: GAT07 - GATEWAY PINOLE VISTA, LLC							
MAY 2023	101942	04/28/2023	201-343-42513	1340 FITZGERALD DRIVE LEASE PAYMENT VISTA CROSSING	100.00		
Vendor GAT07 - GATEWAY PINOLE VISTA, LLC Total:					100.00		
Vendor: 2658 - GOVERNMENT TRAINING CENTER							
67321	101943	04/28/2023	100-221-42301	TUITION FOR RECORDS CLERK	525.00		
Vendor 2658 - GOVERNMENT TRAINING CENTER Total:					525.00		
Vendor: 1153 - GOVERNMENTJOBS.COM, INC							
INV-35027	101892	04/21/2023	100-116-42101	NEOGOV USER CONFERENCE	1,099.00		
Vendor 1153 - GOVERNMENTJOBS.COM, INC Total:					1,099.00		
Vendor: 2371 - GREEN HALO SYSTEMS INC							
4194	101944	04/28/2023	212-462-42106	HOST & ACCESS	175.00		
Vendor 2371 - GREEN HALO SYSTEMS INC Total:					175.00		
Vendor: HAC01 - HACH COMPANY							
13535719	101945	04/28/2023	500-641-44305	BUFFER SOLUTION LAB WPCP	677.75		
13535943	101945	04/28/2023	500-641-44303	STD SOLN STARCH CHEMICALS LAB SUPPLIES WPCP	656.83		
13547942	101945	04/28/2023	500-641-44305	PUMP TUMBING LAB SUPPLIES WPCP	626.62		
Vendor HAC01 - HACH COMPANY Total:					1,961.20		
Vendor: 2280 - HERCULES TREE SERVICELANDSCAPE CONSTRUCTION							
4893	101946	04/28/2023	106-345-47203	EMERGENCY FALLEN TREE	10,500.00		
4919	101946	04/28/2023	106-345-47203	EUCALYPTUS SAFETY PRUNE TREE REMOVAL	1,700.00		
4946	101946	04/28/2023	106-345-47203	EUCLAYPTUS REMOVAL TREES	16,700.00		

WARRANT LISTING						Payment Dates: 4/15/2023 - 4/28/2023	
Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount		
4947	101946	04/28/2023	106-345-47203	REMOVAL EUCALYPTUS	18,500.00		
Vendor 2280 - HERCULES TREE SERVICE					LANDSCAPE CONSTRUCTION	Total:	47,400.00
Vendor: 1098 - HILLYARD, INC							
605086061	101893	04/21/2023	209-552-43811	JANITORIAL CLEANING SUPPLIES	440.88		
					PSC	Vendor 1098 - HILLYARD, INC Total:	440.88
Vendor: INN04 - INNOVATIVE COMMUNICATION TECHNOLOGY							
604138	101894	04/21/2023	525-118-43101	RESTIRE BACK UP TO	1,864.89		
					REPLACEMTN LVMU PD	Vendor INN04 - INNOVATIVE COMMUNICATION TECHNOLOGY Total:	1,864.89
Vendor: MOO14 - ISSAC MOORE							
MARCH 2023	101895	04/21/2023	209-552-43802	EXERCISE CLASS MARCH 2023	360.00		
					PSC	Vendor MOO14 - ISSAC MOORE Total:	360.00
Vendor: COR15 - JACQUELINE L CORL-SEIDEL							
MARCH 2023	101896	04/21/2023	209-552-43802	BALANCE/ FLOOR/ YOGA	305.55		
					CLASSES MARCH 2023 PSC	Vendor COR15 - JACQUELINE L CORL-SEIDEL Total:	305.55
Vendor: MEL05 - JAMES MELVIN							
MAY 2023	101947	04/28/2023	100-117-41101	RETIREE MEDICARE REIMB MAY	164.90		
					2023	Vendor MEL05 - JAMES MELVIN Total:	164.90
Vendor: 1611 - JANICE M. BYER							
MARCH 2023	101897	04/21/2023	209-552-43802	EXERCISE CLASSES MARCH 2023	855.00		
					PSC	Vendor 1611 - JANICE M. BYER Total:	855.00
Vendor: 1415 - JASON DEAN							
04102023	101898	04/21/2023	100-221-42303	MEALS DURING TRAINING PD	54.00		
						Vendor 1415 - JASON DEAN Total:	54.00
Vendor: 1630 - JOHN AND CLAIRE INVESTIGATIONS							
1429	101899	04/21/2023	100-222-42101	BACKGROUND PD	1,901.25		
						Vendor 1630 - JOHN AND CLAIRE INVESTIGATIONS Total:	1,901.25
Vendor: HAR29 - JOHN HARDESTER							
MAY 2023	101948	04/28/2023	100-117-41101	RETIREE MEDICARE REIMB MAY	243.00		
					2023	Vendor HAR29 - JOHN HARDESTER Total:	243.00
Vendor: MIS01 - JULIAN MISRA							
MAY 2023	101949	04/28/2023	100-117-41101	RETIREE MEDICARE REIMB MAY	479.30		
					2023	Vendor MIS01 - JULIAN MISRA Total:	479.30
Vendor: KAI02 - KAISER PERMANETE							
320903364865-04092023	101950	04/28/2023	100-116-42101	PHYSICAL EXAM PREPLACEMENT	129.00		
					HR		
320903364865-04092023	101950	04/28/2023	100-116-42101	PHYSICAL EXAM PREPLACEMENT	65.00		
					HR		
320903364865-04092023	101950	04/28/2023	100-222-42101	PHYSICAL EXAM PREPLACEMENT	65.00		
					HR	Vendor KAI02 - KAISER PERMANETE Total:	259.00
Vendor: MCP02 - KEITH McPHERSON							
MAY 2023	101951	04/28/2023	100-117-41101	RETIREE MEDICAL REIMB MAY	147.36		
					2023	Vendor MCP02 - KEITH McPHERSON Total:	147.36
Vendor: KEL09 - KELLER CANYON LANDFILL							
4212-000032020	101952	04/28/2023	500-641-44302	SLUEDGE REMOVAL WPCP	6,483.43		
						Vendor KEL09 - KELLER CANYON LANDFILL Total:	6,483.43

WARRANT LISTING				Payment Dates: 4/15/2023 - 4/28/2023	
Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: COP02 - KENETH COPPO					
MAY 2023	101953	04/28/2023	100-117-41101	RETIREE MEDICAL REIMBURSEMENT MAY 2023	1,045.20
Vendor COP02 - KENETH COPPO Total:					1,045.20
Vendor: 1424 - KRISTINA SANTOYO					
04102023	101954	04/28/2023	209-552-42302	EXPENSE REPORT FOR CPPRS CONFERENCE	129.25
04102023	101954	04/28/2023	209-552-42303	EXPENSE REPORT FOR CPPRS CONFERENCE	34.00
Vendor 1424 - KRISTINA SANTOYO Total:					163.25
Vendor: LAR04 - LARRY WALKER ASSOCIATES					
00243.11-22	101955	04/28/2023	500-641-42101	ONGOING NPDES PERMIT ASSISTANCE WPCP	145.00
Vendor LAR04 - LARRY WALKER ASSOCIATES Total:					145.00
Vendor: 2635 - LINDA SEGUNDO					
04112023	101900	04/21/2023	100-221-42302	PARKING AND MILEAGE TO AIRPORT PD	122.23
Vendor 2635 - LINDA SEGUNDO Total:					122.23
Vendor: 2656 - MADELINE AMARAL					
04122023	101901	04/21/2023	100-000-31510	REFUND 2023 BL BUSINESS CLOSED	160.00
04122023	101901	04/21/2023	226-000-34223	REFUND 2023 BL BUSINESS CLOSED	4.00
Vendor 2656 - MADELINE AMARAL Total:					164.00
Vendor: MAN01 - MANNA FOODS, INC.					
1004239	101902	04/21/2023	209-552-43804	LUNCH PROGRAM PSC	261.80
1004249	101902	04/21/2023	209-552-43804	LUNCH PROGRAM PSC	183.20
Vendor MAN01 - MANNA FOODS, INC. Total:					445.00
Vendor: 2427 - MARK GRAHAM					
23-20	101903	04/21/2023	100-221-42101	POLYGRAPH	350.00
Vendor 2427 - MARK GRAHAM Total:					350.00
Vendor: DRA01 - MARY DRAZBA					
MAY 2023	101956	04/28/2023	100-117-41101	RETIREE MEDICAL REIMBURSEMENT MAY 2023	543.54
Vendor DRA01 - MARY DRAZBA Total:					543.54
Vendor: ROB21 - MARY ROBERTS					
MAY 2023	101957	04/28/2023	100-117-41101	RETIREE MEDICARE REIMBURSEMENT MAY 2023	361.30
Vendor ROB21 - MARY ROBERTS Total:					361.30
Vendor: 1311 - M-GROUP					
2003721	101958	04/28/2023	212-461-42101	ON CALL PLANNING SERVICES	17,366.25
2003769	101958	04/28/2023	212-461-42101	ON CALL PLANNING SERVICES MARCH 2023	23,512.50
Vendor 1311 - M-GROUP Total:					40,878.75
Vendor: 1115 - MICHELLE FITZER					
MAY 2023	101959	04/28/2023	100-117-41101	RETIREE MEDICARE REIMBURSEMENT MAY 2023	361.20
Vendor 1115 - MICHELLE FITZER Total:					361.20
Vendor: MYE01 - MYERS STEVENS & TOOHEY CO					
1400062	101904	04/21/2023	100-221-41008	LONG TERM DISABILITY PPEA	534.60
1400062	101904	04/21/2023	100-223-41008	LONG TERM DISABILITY PPEA	193.50
1400062	101904	04/21/2023	105-221-41008	LONG TERM DISABILITY PPEA	59.40
Vendor MYE01 - MYERS STEVENS & TOOHEY CO Total:					787.50
Vendor: GAN04 - NEIL GANG					
04062023	101905	04/21/2023	100-221-42302	REIMB. PAYMENT TOWARD FLIGHT IACP CONF-PD	58.01
Vendor GAN04 - NEIL GANG Total:					58.01

WARRANT LISTING

Payment Dates: 4/15/2023 - 4/28/2023

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: OLI01 - OLIVERS TOWING INC					
21-10765-14	101906	04/21/2023	100-221-42107	STORAGE CHARGES	310.00
Vendor OLI01 - OLIVERS TOWING INC Total:					310.00
Vendor: ATH02 - PATRICIA ATHENOUR					
MAY 2023	101960	04/28/2023	100-117-41101	RETIREE MEDICAL REIMBURSEMENT MAY 2023	164.90
Vendor ATH02 - PATRICIA ATHENOUR Total:					164.90
Vendor: LON02 - PATRICIA LONG					
MARCH 2023	101907	04/21/2023	209-552-43802	CWLD MARCH 2023 PSC	266.00
Vendor LON02 - PATRICIA LONG Total:					266.00
Vendor: CLA17 - PAUL CLANCY					
MAY 2023	101961	04/28/2023	100-117-41101	RETIREE MEDICARE REIMBURSEMENT MAY 2023	430.78
Vendor CLA17 - PAUL CLANCY Total:					430.78
Vendor: 2655 - PINOLE PIZZA AND DELI					
04122023	101908	04/21/2023	100-231-34215	REFUND FIRE INSPECTION CONDUCTED BY COUNTY	158.00
Vendor 2655 - PINOLE PIZZA AND DELI Total:					158.00
Vendor: PIT06 - PITNEY BOWES					
04182023	101962	04/28/2023	100-117-42203	POSTAGE MACHINE REFILL	1,005.00
Vendor PIT06 - PITNEY BOWES Total:					1,005.00
Vendor: 1009 - PRECISION IT CONSULTING					
13288	101909	04/21/2023	525-118-42101	PROFESSIONAL SERVICES	29,000.00
13288	101909	04/21/2023	525-118-42105	PROFESSIONAL SERVICES	820.00
13288	101909	04/21/2023	525-118-42105	PROFESSIONAL SERVICES	995.00
13288	101909	04/21/2023	525-118-42106	PROFESSIONAL SERVICES	536.06
13288	101909	04/21/2023	525-118-42106	PROFESSIONAL SERVICES	148.05
13300	101909	04/21/2023	525-118-42510	OFFICE 365 MAY 2023	3,399.00
13319	101909	04/21/2023	525-118-47106	BILLABLE PRODUCTS	1,092.06
Vendor 1009 - PRECISION IT CONSULTING Total:					35,990.17
Vendor: 2388 - PRESTIGE PRINTING AND GRAPHICS					
84342	101910	04/21/2023	100-115-42201	FINANCE ENVELOPES	388.98
84464	101963	04/28/2023	100-222-42201	BUSINESS CARDS FOR PD	373.69
Vendor 2388 - PRESTIGE PRINTING AND GRAPHICS Total:					762.67
Vendor: PRI16 - PRI MANAGEMENT GROUP					
21207	101964	04/28/2023	100-222-42301	ANNUAL TRAINING	995.00
21208	101964	04/28/2023	100-222-42301	SEMINARS PD	259.00
Vendor PRI16 - PRI MANAGEMENT GROUP Total:					1,254.00
Vendor: 1536 - RAIN FOR RENT					
1860347	101911	04/21/2023	500-642-42101	STORM WATER STORAGE EQUIPMENT RENTAL	8,603.58
Vendor 1536 - RAIN FOR RENT Total:					8,603.58
Vendor: 2440 - RINCON CONSULTANTS, INC.					
46576	101965	04/28/2023	212-461-42101	PINOLE CLIMATE ACTION PLAN SERVICES	2,618.25
47334	101965	04/28/2023	212-461-42101	PINOLE CLIMATE ACTION PLAN	5,794.00
Vendor 2440 - RINCON CONSULTANTS, INC. Total:					8,412.25
Vendor: SWE00 - ROY SWEARINGEN					
04242023	101966	04/28/2023	100-113-42201	REIMBURSEMENT FOR COPY PAPER AND INK	200.26
Vendor SWE00 - ROY SWEARINGEN Total:					200.26
Vendor: ROS08 - RSG, INC.					
1009981	101967	04/28/2023	100-466-42101	RSG3133 HOUSING CONSULTING SERVICES	893.75
1009981	101967	04/28/2023	285-464-42101	RSG3133 HOUSING CONSULTING SERVICES	4,915.00

WARRANT LISTING				Payment Dates: 4/15/2023 - 4/28/2023	
Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
I009981	101967	04/28/2023	750-463-42101	RSG3133 HOUSING CONSULTING SERVICES	1,100.00
I010199	101967	04/28/2023	285-464-42101	RSG 3133 HOUSING CONSULTING SERVICES	4,452.50
I010199	101967	04/28/2023	750-463-42101	RSG 3133 HOUSING CONSULTING SERVICES	1,031.25
Vendor ROS08 - RSG, INC. Total:					12,392.50
Vendor: 1679 - SAFEBUILT, LLC					
86141	101968	04/28/2023	212-461-42101	PLAN CHECK SERVICES FEBRUARY 2023	4,373.70
86487	101968	04/28/2023	212-461-42101	PLAN CHECK SERVICES JANUARY 2023	4,600.17
Vendor 1679 - SAFEBUILT, LLC Total:					8,973.87
Vendor: 2356 - SECURE PRODUCTS CORPORATION					
0323-727	101912	04/21/2023	100-115-42514	BRINKS SECURITY BAGS FINANCE	57.15
Vendor 2356 - SECURE PRODUCTS CORPORATION Total:					57.15
Vendor: 1714 - SHERRI D. LEWIS					
CC021PINOLE-FY2022/23	101913	04/21/2023	100-112-42101	PREPARED CITY COUNCIL MINUTES 04/04/23 MEETING	1,050.00
Vendor 1714 - SHERRI D. LEWIS Total:					1,050.00
Vendor: 2657 - SHRED CITY, LLC					
24906031323	101969	04/28/2023	100-231-42108	FIRE DEPARTMENT SHREDDING SERVICES	200.00
24907032723	101969	04/28/2023	100-231-42108	FIRE SHREDDING SERVICES	300.00
Vendor 2657 - SHRED CITY, LLC Total:					500.00
Vendor: 2344 - STANFORD BOTANICALS					
04122023	101914	04/21/2023	100-231-34215	REFUND WITHDRAWN TRANSFER OF OWNERSHIP	137.00
04122023	101914	04/21/2023	212-462-34215	REFUND WITHDRAWN TRANSFER OF OWNERSHIP	135.00
Vendor 2344 - STANFORD BOTANICALS Total:					272.00
Vendor: STA42 - STAPLES BUSINESS CREDIT					
1647855821	101915	04/21/2023	100-111-42201	OFFICE SUPPLIES CITYWIDE	40.06
1647855821	101915	04/21/2023	100-111-42201	OFFICE SUPPLIES CITYWIDE	56.49
1647855821	101915	04/21/2023	100-112-42201	OFFICE SUPPLIES CITYWIDE	41.56
1647855821	101915	04/21/2023	100-115-42201	OFFICE SUPPLIES CITYWIDE	75.88
1647855821	101915	04/21/2023	100-115-42201	OFFICE SUPPLIES CITYWIDE	170.63
1647855821	101915	04/21/2023	100-115-42201	OFFICE SUPPLIES CITYWIDE	32.82
1647855821	101915	04/21/2023	100-116-42201	OFFICE SUPPLIES CITYWIDE	49.91
1647855821	101915	04/21/2023	100-222-42201	OFFICE SUPPLIES CITYWIDE	292.34
1647855821	101915	04/21/2023	100-222-42201	OFFICE SUPPLIES CITYWIDE	48.70
1647855821	101915	04/21/2023	100-222-42201	OFFICE SUPPLIES CITYWIDE	250.79
1647855821	101915	04/21/2023	100-222-42514	OFFICE SUPPLIES CITYWIDE	98.11
1647855821	101915	04/21/2023	209-553-42201	OFFICE SUPPLIES CITYWIDE	75.19
1647855821	101915	04/21/2023	209-553-42201	OFFICE SUPPLIES CITYWIDE	39.50
Vendor STA42 - STAPLES BUSINESS CREDIT Total:					1,271.98
Vendor: KRI01 - TERRI KRIEGER					
MAY 2023	101970	04/28/2023	100-117-41101	RETIREE MEDICARE REIMBURSEMENT MAY 2023	243.00
Vendor KRI01 - TERRI KRIEGER Total:					243.00
Vendor: TRI14 - TRI VALLEY PROPAC					
11311	101971	04/28/2023	500-641-42109	ONE PINT FUNNEL WPCP	473.76
Vendor TRI14 - TRI VALLEY PROPAC Total:					473.76
Vendor: 2365 - TRIPEPI, SMITH AND ASSOCIATES, INC.					
9862	101916	04/21/2023	100-111-42101	WEBSITE TASKS	118.75
Vendor 2365 - TRIPEPI, SMITH AND ASSOCIATES, INC. Total:					118.75

WARRANT LISTING				Payment Dates: 4/15/2023 - 4/28/2023	
Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: UNI38 - UNIVAR USA INC					
51081723	101972	04/28/2023	500-641-44303	SOD BISULFITE WPCP	7,519.83
				Vendor UNI38 - UNIVAR USA INC Total:	7,519.83
Vendor: LUK00 - VIVIENNE F. KEARSLEY-LUKE					
MARCH 2023	101917	04/21/2023	209-552-43802	GENTLE YOGA CLASSES MARCH 2023 PSC	145.60
				Vendor LUK00 - VIVIENNE F. KEARSLEY-LUKE Total:	145.60
Vendor: VWR01 - VWR INTERNATIONAL, LLC.					
8812495376	101918	04/21/2023	500-641-44305	SUPPLIES FOR LAB WPCP	139.62
8812500711	101918	04/21/2023	500-641-44305	SUPPLIES FOR WPCP	224.75
8812529426	101973	04/28/2023	500-641-44305	DIPPER POLY WPCP	175.89
				Vendor VWR01 - VWR INTERNATIONAL, LLC. Total:	540.26
Vendor: 1520 - WEX BANK					
88399204	101919	04/21/2023	100-221-44301	FUEL PURCHASES PD	90.20
				Vendor 1520 - WEX BANK Total:	90.20
				Grand Total:	332,880.43

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	50,951.45
105 - Measure S -2006	59.40
106 - MEASURE S-2014	47,680.50
200 - Gas Tax Fund	6,858.21
201 - Restricted Real Estate Maintenance Fund	100.00
209 - Recreation Fund	6,207.63
212 - Building & Planning	86,554.82
225 - Asset Seizure-Adjudicated Fund	2,000.00
226 - CASp Certification and Training Fund	496.40
285 - Housing Land Held for Resale	9,367.50
310 - Lighting & Landscape Districts	4,565.88
377 - Arterial Streets Rehabilitation Fund	2,909.00
500 - Sewer Enterprise Fund	36,888.25
525 - Information Systems	76,110.14
750 - Recognized Obligation Retirement Fund	2,131.25
Grand Total:	332,880.43

Account Summary

Account Number	Account Name	Payment Amount
100-000-31510	Other Tax/Business License	160.00
100-10601	Gas Tanks/Corp Yard	2,789.41
100-110-42401	Dues & Pub/Memberships	973.00
100-111-42101	Prof Svcs/Professional Ser...	9,618.75
100-111-42201	Office Expense	96.55
100-111-42401	Dues & Pub/Memberships	400.00
100-112-42101	Prof Svcs/Professional Ser...	1,050.00
100-112-42201	Office Expense	67.27
100-113-42201	Office Expense	200.26
100-115-42101	Prof Svcs/Professional Ser...	290.77
100-115-42201	Office Expense	668.31
100-115-42514	Admin Exp/Special Depart	57.15
100-116-42101	Prof Svcs/Professional Ser...	1,293.00
100-116-42201	Office Expense	49.91
100-117-41101	Retiree Benefits/Medical-...	5,032.84
100-117-42203	Office Exp/Shipping & Mai...	1,005.00
100-221-41008	Emp Benefits/Long Term ...	534.60
100-221-42101	Prof Svcs/Professional Ser...	850.00
100-221-42107	Prof Svcs/Equipment Mai...	3,248.04
100-221-42301	Travel & Training/Conf-Re...	525.00
100-221-42302	Travel & Training/Mileage,...	241.81
100-221-42303	Travel & Training/Meal Al...	54.00
100-221-42514	Admin Exp/Special Depart	875.00
100-221-44301	Other Materials Supp/Fuel	90.20
100-222-42101	Prof Svcs/Professional Ser...	2,451.25
100-222-42201	Office Expense	1,833.87
100-222-42301	Travel & Training/Conf-Re...	1,254.00
100-222-42514	Admin Exp/Special Depart	98.11
100-222-43105	Utilities/Cable	1,066.29
100-222-44410	Safety Clothing	39.46
100-223-41008	Emp Benefits/Long Term ...	193.50
100-231-34215	Fees/Inspection Fee	295.00
100-231-42107	Prof Svcs/Equipment Mai...	425.85
100-231-42108	Prof Svcs/Building-Structu...	500.00
100-342-42514	Admin Exp/Special Depart	7,304.50
100-343-42511	Admin Exp/Equipment Re...	4,425.00
100-466-42101	Prof Svcs/Professional Ser...	893.75
105-221-41008	Emp Benefits/Long Term ...	59.40

Account Summary		
Account Number	Account Name	Payment Amount
106-343-47201	Improvements/Building	280.50
106-345-47203	Improvements/Parks	47,400.00
200-342-42101	Prof Svcs/Professional Ser...	6,858.21
201-343-42513	Admin Exp/Rent	100.00
209-552-42302	Travel & Training/Mileage...	129.25
209-552-42303	Travel & Training/Meal Al...	34.00
209-552-43802	Program Cost/Class Fees	1,967.15
209-552-43804	Program Cost/Food Progr...	3,428.46
209-552-43811	Program Cost/Supplies	440.88
209-553-42108	Prof Svcs/Building-Structu...	93.20
209-553-42201	Office Expense	114.69
212-20024	Accounts Payable/CA Stat...	457.00
212-461-42101	Prof Svcs/Professional Ser...	58,264.87
212-462-34211	Fees/CA State Building Fee	-35.80
212-462-34215	Fees/Inspection Fee	135.00
212-462-42101	Prof Svcs/Professional Ser...	27,558.75
212-462-42106	Prof Svcs/ Software Maint...	175.00
225-221-42514	Admin Exp/Special Depart	2,000.00
226-000-34223	Fees/CASp Fee \$4	496.40
285-464-42101	Prof Svcs/Professional Ser...	9,367.50
310-347-42101	Prof Svcs/Professional Ser...	3,725.26
310-348-42101	Prof Svcs/Professional Ser...	840.62
377-342-47205	Improvements/Streets	2,909.00
500-10601	Gas Tanks/Corp Yard	4,390.89
500-641-42101	Prof Svcs/Professional Ser...	1,433.50
500-641-42109	Prof Svcs/Compliance Ins...	2,264.99
500-641-42201	Office Expense	240.29
500-641-42302	Travel & Training/Mileage...	498.88
500-641-44302	Other Materials Supp/Slu...	6,483.43
500-641-44303	Other Materials Supp/Ch...	8,176.66
500-641-44305	Other Materials Supp/Lab...	2,645.48
500-641-44306	Other Materials Supp/Ma...	379.52
500-641-44410	Safety Clothing	1,771.03
500-642-42101	Prof Svcs/Professional Ser...	8,603.58
525-118-42101	Prof Svcs/Professional Ser...	59,330.00
525-118-42105	Prof Svcs/Network Maint...	1,815.00
525-118-42106	Prof Svcs/Software Maint...	684.11
525-118-42510	Admin Exp/Software Purch	4,127.41
525-118-43101	Utilities/Telephone	9,061.56
525-118-47106	FF&E/Computer Equipme...	1,092.06
750-463-42101	Prof Svcs/Professional Ser...	2,131.25
Grand Total:		332,880.43

Project Account Summary	
Project Account Key	Payment Amount
None	329,690.93
10634347201FA2002	280.50
37734247205RO2101	2,909.00
Grand Total:	332,880.43

Approved by: 
Date: 4/26/2023



CITY COUNCIL REPORT

9C

DATE: MAY 2, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: SANJAY MISHRA, PUBLIC WORKS DIRECTOR

SUBJECT: APPROVE FUNDS TO AWARD AN ON-CALL CONTRACT TO SKL SOLUTIONS TO MEET REGULATORY COMPLIANCE FOR THE SANITARY SEWER COLLECTION SYSTEM

RECOMMENDATION

City staff recommends that the Council adopt a resolution (Attachment A) to:

1. Approve funds in an amount not to exceed \$426,781 (over a period of four years) for on-call consulting services with SKL Solutions.

BACKGROUND

The City owns and operates approximately 49 miles of sewer pipelines and 2 sewage lift stations. This system collects and conveys wastewater generated at residential, commercial, and industrial buildings to the City's wastewater treatment plant (WWTP). The wastewater collection system must have sufficient capacity for wastewater flows from both existing and planned development, as well as the ability to accommodate increased flows that occur during the wet season. Adequate short- and long-term maintenance must also be performed on the system to preserve its operating condition.

The City relies upon its Sanitary Sewer Management Plan, which was recently updated, to guide the day-to-day operation and maintenance of the system.

Several studies and our historic records show that our collection system experiences high levels of inflow and infiltration (I/I), which are when stormwater and groundwater enter the sanitary sewer collection system. In response, the Regional Water Quality Control Board (RWQCB) has included in our current operating permit a condition that the City inspect the condition of all pipes with an in-pipe video camera by March 31, 2023. To date City have completed approximately 12 miles of in-pipe video camera. City staff have met with the RWQCB representative and provided details of this progress.

The City's wastewater collection system is aging with some segments are over 50 years old. Segments of the collection system will require replacement/rehabilitation to address inflow and infiltration as well as extend the useful life of the collection system.

The City has made progress towards completing condition assessment of the collection system. The City has made the necessary preparations in equipment, tools, staff assignments, and training to complete in-pipe and manhole inspections. This effort will be completed entirely with the City's internal resources, instead of using the services of contractors. City staff collects video data using PACP-compliant standards and software and will collect manhole inspection data using mobile GIS applications. To date, 13.3 miles of pipe condition assessment data has been connected to GIS. City staff inspected 11.5 miles of pipe in July-October 2022. The City plans to continue inspection using City staff and equipment and return to a schedule of performing regular inspections in April 2023.

REVIEW & ANALYSIS

The City issued a request for services of qualified consultants to provide On-Call Consulting Services for Wastewater/Stormwater Infrastructure to support the City for compliance with NPDES permit tasks, including condition assessment, engineering assessment and spot repair methods, geographic information system (GIS) integrations, engineering design, construction management, and project management. The City issued a Request for Qualifications (RFQ) No. PW-2022-02 on October 7, 2022 and approved several qualified consultants on November 15, 2022 to provide on-call services.

In February and March 2023, the City issued requests for proposals for three task orders to seven on-call consultants, to provide services under the following categories:

Task Order 1: Regulatory, Program Development and Support Services

Task Order 2: O&M Assessments and Optimization Services

Task Order 3: Inventory Management/Data Management, Visualization, and Asset Assessment Services

The City only received proposals from one consultant, SKL Solutions, for each of the three tasks. City staff reached out to all of the other on-call consultants to discuss why they did not submit a proposal for the services requested. All the other on-call consultants either were too busy or were not able to provide the staff augmentation required to support the above requested tasks.

SKL solutions has worked with City of Pinole in the recent past and has helped to develop the City's Sanitary Sewer Management Plan. They are well qualified to do the work needed. Staff recommends the City Council accept the proposal and approve the budget in an amount not to exceed \$426,781 for the three task orders noted above.

The proposed costs for the task orders are \$184,523, \$93,478, and \$148,780, respectively for Task Order 1, 2 and 3 (Attachment B). In addition, staff recommends that City Council authorize the City Manager or his designee to issue change orders as necessary to complete additional work within contract authority.

FISCAL IMPACT

There are sufficient funds in the sewer enterprise fund for these task orders.

ATTACHMENT(S)

- A. Resolution
- B. SKL Solutions proposals

RESOLUTION NO. 2023 – XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA COUNTY, STATE OF CALIFORNIA, APPROVING FUNDS TO AWARD AN ON-CALL CONTRACT TO SKL SOLUTIONS TO MEET REGULATORY COMPLIANCE FOR THE SANITARY SEWER COLLECTION SYSTEM

WHEREAS, City council recognizes the importance of maintaining regulatory compliance for the sanitary sewer collection system and the need for an on-call services to assist with the operational improvements needed to achieve this, and

WHEREAS, staff requested proposals from seven on-call consultants during February and March of 2023 and received proposals from only one firm i.e., SKL Solutions; and

WHEREAS, SKL solutions have provided services to City of Pinole recently to update our Sanitary Sewer Management Plan and can provide the requested services; and

WHEREAS, after careful consideration and evaluation, the City council has determined that the proposal submitted by SKL solutions meets the City’s requirements and it is in the best interest of the City; and

WHEREAS, SKL Solutions is qualified to perform the services; and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Pinole as follows:

- 1. SKL Solutions proposal was found to be the most responsive and responsible and meets the City’s needs.
- 2. The City council approves a not to exceed amount of \$426,781 (over four years) for on-call services to meet the regulatory needs of the City’s sanitary Sewer collection system.

PASSED AND ADOPTED at a special meeting of the Pinole City Council held on the 20th day of December 2022 by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was regularly introduced, passed, and adopted on the 2nd day of May 2023.

Heather Bell, CMC
City Clerk

TASK ORDER NUMBER 1: Regulatory, Program Development and Support Services

Consultant will perform Regulatory Requirement Check, Program Development and Support Services at the request of the City and provide weekly updates by email to the City of the work performed and time expended. Work will be reported at a subtask level in communications and billings, based on the nature of work performed, as agreed upon with City staff. Subtasks may be added without an amendment and will be used primarily for the purpose of tracking and reporting to the City. Initial subtasks are listed below. If proposed hours are not provided below, provide estimated hours for the task for a city similar in size to that of Pinole.

TASK DESCRIPTION	PROPOSED HOURS	TOTAL COST
REGULATORY		
Operational Emergency Response Plans		
1. SSO Packet	18	9,440
2. Pump Station Emergency Response Packet	8	7,840
3. Water Monitoring Program (Sampling)	5	4,100
4. Emergency Equipment Audit	8	1,440
5. SSO Training Review	16	9,423
6. SSO Failure Analysis Reports	12	2,160
7. Technical Reports	40	7,200
Safety Program (Development, Review, Audit)		
1. Title 8 Policies and Procedure Review	195	90,000
2. Title 8 Training Schedule	12	2,160
3. Forms Review	12	2,160
4. Safety Committee Inspection	32	5,760
5. OSHA Form 300a	6	1,080
6. Safety Tailgates	4	720
PROGRAM DEVELOPMENT AND SUPPORT		
Training Program		
1. Inspect Documentation	8	1,440
2. Assessments	20	3,600
3. Software	40	7,200
4. Competency Based Training and Assessments	2	360
5. CEU Information for CWEA	6	1,080
6. Train the Trainer	40	7,200
7. Training Schedule	8	1,440
8. Individualized Training Plans	20	3,600
9. Training Library Development	2	360
Policy and Procedures (Development, Review, Audit)		
1. Procurement Policy	14	2,520
2. Communication Policy	14	2,520
3. Training Policy	14	2,520
Operational Outreach Program		
1. Define Strategy	32	5,760
2. Fliers	8	1,440
TOTALS	596	\$ 184,523



SKL Solutions Inc.
1625 Culpepper Dr
Petaluma, CA 94954

RATE SCHEDULE

City of Pinole - 2022 On-Call Services - Task Order Number 1

Engineering and Operations Management

Senior Engineer	\$ 180 / hr
Operations Management Consultant	\$ 180 / hr

SUBCONSULTANT: DKF SOLUTIONS

DKF (subconsultant) SEE ATTACHED PROPOSALS

HOURLY-BASED BILLINGS	180 hrs	\$	26,100
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Safety Program (Development, Review, Audit)

1. Title 8 Policies and Procedure Review	180*	\$ 145 / hr	DKF #2210152-1 Item 1
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DELIVERABLE-BASED BILLINGS	see attached breakdown	\$	83,543
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Operational Emergency Response Plans

1. SSO Packet	\$ 6,200	DKF #2211153-1 Items 1-2
2. Pump Station Emergency Response Packet	\$ 6,400	DKF #2211153-1 Item 5
3. Water Monitoring Program (Sampling)	\$ 3,200	DKF #2211153-1 Item 6
5. SSO Training Review	\$ 6,543	DKF #2211153-1 Items 3-4

Safety Program (Development, Review, Audit)

1. Title 8 Policies and Procedure Review	\$ 61,200	DKF #2210152-1 Items 2-29
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Attachment 1.0: City of Pinole - Proposal #2211153-1			
Item #	Item description	Cost	Notes
1	Create City of Pinole's OERP & Workbooks	\$4,200.00	OERP Workbooks will cost \$65/ea plus tax & shipping
2	OERP interactive online training course (Companion training course to the OERP to be placed on the City of Pinole's Vector account)	\$2,000.00	OERP online training course to be placed on the City's Vector account
3	One 4hour classroom training on the City's OERP, SSO volume estimation and SSO documentation (up to 20 employees)	\$2,250.00	All staff will need to attend this 4hr training prior to the drills.
4	Small group SSO Response hands-on drills for up to 12 employees. This drill will consist of a pre-drill classroom briefing, simulated SSO, response, volume estimation using 2 methods, complete documentation of the SSO and a debrief where attendees will be able to view the City's CIWQS data to emphasize the need for complete and accurate documentation.	\$4,292.70	DKF will provide one instructor, working with a group of 5 employees. One group can be trained in the PM of 1st day following the classroom instruction and 2 groups (5 people per group) each will be 2-hrs long on 2nd day. The City will need to provide one combination trucks, nearby hose bibs, standard hoses and space enough for the drill.
5	Create (2) Pump Station Emergency Response Plans (ERPs)	\$6,400.00	
6	Create Water Quality Monitoring Plan for City in accordance with SWRCB requirements	\$3,200.00	
Total \$		22,342.70	

Attachment 1.0: City of Pinole- Proposal #2210152-1				
Item #	Item description	Cost Each	Extension	Notes
1	Develop/Update the following CalOSHA compliance policies/procedures to reflect CalOSHA requirements and City structure and practices: · Bloodborne Pathogens · Confined Space · Electrical Safety - Low Voltage · Emergency Action Plan · Excavation/Trenching · Fall Protection · Forklift · Fire Prevention · Lockout/Tagout · Hazard Communication · Hearing Conservation · Heat Illness Prevention · IIPP · PPE · Respiratory Protection - Voluntary Program per CalOSHA requirements · Silica · Traffic Control/Flagger	\$145/hour	\$ 26,100.00	To be billed hourly at \$145/hour. An estimated 180hours will be required.
2	Bloodborne Pathogens companion online training course	\$ 1,600.00	\$ 1,600.00	Fees for companion online training courses includes two draft reviews. Each additional review to be billed at \$300. Each course will be placed on the District's Vector Solutions account for employee access and training management.
3	Confined Space companion online training course	\$ 1,800.00	\$ 1,800.00	
4	Electrical Safety - Low Voltage companion online training course	\$ 1,800.00	\$ 1,800.00	
5	Emergency Action Plan companion online training course	\$ 1,600.00	\$ 1,600.00	
6	Fall Protection companion online training course	\$ 1,800.00	\$ 1,800.00	
7	Forklift companion online training course	\$ 1,800.00	\$ 1,800.00	
8	Fire Prevention companion online training course	\$ 1,600.00	\$ 1,600.00	
9	Lockout/Tagout companion online training course	\$ 1,800.00	\$ 1,800.00	
10	Hazard Communication companion online training course	\$ 1,800.00	\$ 1,800.00	
11	Hearing Conservation companion online training course	\$ 1,800.00	\$ 1,800.00	
12	Heat Illness Prevention companion online training course	\$ 1,600.00	\$ 1,600.00	
13	IIPP companion online training course	\$ 1,600.00	\$ 1,600.00	
14	PPE companion online training course	\$ 1,600.00	\$ 1,600.00	
15	Respiratory Protection companion online training course	\$ 1,800.00	\$ 1,800.00	
16	Silica companion online training course	\$ 1,800.00	\$ 1,800.00	
17	Traffic Control companion online training course	\$ 1,800.00	\$ 1,800.00	
18	Excavation companion online training course	\$ 1,800.00	\$ 1,800.00	
19	Provide one classroom instruction on Excavation Competent Person for up to 12 employees.	\$ 3,600.00	\$ 3,600.00	
20	Provide 4hours of classroom and hands-on instruction on confined space entry in accordance with CCR Title 8 5157.	\$ 3,000.00	\$ 3,000.00	The fee will provide training for up to 12 employees.

21	Provide classroom training on qualified low voltage electrical workers for up to 12 employees.	\$ 2,800.00	\$ 2,800.00	
22	Provide 6hours of fall protection competent person training for up to 12 employees.	\$ 3,000.00	\$ 3,000.00	
23	Provide forklift operator training and qualification for up to 12 employees.	\$ 3,600.00	\$ 3,600.00	
24	Provide one classroom instruction on Hearing Conservation for up to 20 employees.	\$ 2,400.00	\$ 2,400.00	
25	Provide one classroom instruction on Lockout/Tagout for up to 20 employees.	\$ 2,400.00	\$ 2,400.00	
26	Provide 1st aid/cpr/aed training for up to 12 employees.	\$ 1,900.00	\$ 1,900.00	
27	Provide traffic control/flagger training for up to 15 employees.	\$ 2,800.00	\$ 2,800.00	
28	Develop a New Employee Safety Orientation online training course and post to the City's Vector Solutions account.	\$ 3,900.00	\$ 3,900.00	
29	Annual audiogram for 12 employees.	\$ 2,400.00	\$ 2,400.00	This is an estimate - actual cost may differ based on audiogram vendor 2022 costs.
Total Estimated Fee		\$ 87,300.00		

TASK ORDER NUMBER 2: O&M ASSESSMENTS AND OPTIMIZATION SERVICES

Consultant will perform O&M Assessments and Optimization Services at the request of the City and provide weekly updates by email to the City of the work performed and time expended. Work will be reported at a subtask level in communications and billings, based on the nature of work performed, as agreed upon with City staff. Subtasks may be added without an amendment and will be used primarily for the purpose of tracking and reporting to the City. Initial subtasks are listed below. If proposed hours are not provided below, provide estimated hours for the task for a city similar in size to that of Pinole.

TASK DESCRIPTION	PROPOSED HOURS	TOTAL COST
1. IT Software/Equipment for Field Personnel	8	1,440 ¹
2. Provide and Install SmartCover Systems, Train Staff on Deployment and Management	-	19,358 ^{2,3}
3. Mutual Aid Program Setup	4	720
4. Planner/Scheduler	40	7,200
5. Construction Management for CCTV and Manhole Rehabilitation	40	7,200
6. Camera Selection	4	720
7. SL-RAT Instruction and Implementation	16	2,880 ¹
8. Nozzle Selection	4	720
9. Jet Truck Cleaning Techniques	8	1,440
10. Siphon Cleaning Instruction	8	1,440
11. Cured in Place Point Repair Crew Implementation	80	14,400 ¹
12. Manhole Grout Rehabilitation Crew Implementation	40	7,200 ¹
13. Inventory Controls	16	2,880
14. First Responder Program	8	1,440
15. Pump Station Asset Scanning with Matterport	8	6,440 ⁴
16. 24/7 Emergency Response Assistance	80	14,400
17. Onsite Staff Assessments and Individualized training Programs	16	2,880
18. Easement Tactics and Safety	4	720
TOTALS	384	\$ 93,478

Assumptions

1. Task costs do not include equipment, tools, materials, and software required for implementation, based on the assumption the City would provide/purchase them directly.
2. Task cost includes lump sum of \$5,800 for SKL Solutions Inc. for location selection, installation, software setup and other implementation support.
3. Task cost includes lump sum of \$13,558 for SmartCover initial equipment delivery, installation, and data service and the first year of lease-to-own costs, per the attached SmartCover invoices 24607 and 24910. This would transfer ownership and lease-to-own responsibility from SKL Solutions Inc. to the City of Pinole. Estimated remaining costs of lease-to-own (two years) would be \$10,800 per year plus sales tax for equipment per SmartCover Systems quote dated 8/25/2022, and costs for any additional data services or parts and materials required by the City. These remaining costs are assumed to be paid directly by the City.
4. Task cost include lump sum of \$5,000 for Matterport scanning and data processing and delivery.

Rate Schedule



City of Pinole On-Call Consulting Services
Task Order No. 2

Project Management		
Project Manager		\$180 / hr
Principal in Charge		\$225 / hr
Administrative Assistant		\$100 / hr
Engineering and Operations Management / Program Development Support Services		
Senior Engineer		\$180 / hr
Operations Management Consultant		\$180 / hr
Condition Assessment Program Services		
Condition Assessment Program Support		
Senior Engineer or Operations Management Consultant		\$180 / hr
Information Systems and Database Support and Management Services		
ArcGIS, Asset Management Systems, and Other Database Integrations		
Senior Engineer or Operations Management Consultant		\$180 / hr
Construction Management and Inspection Services		
Senior Construction Manager		\$210 / hr
Construction Manager		\$180 / hr
Construction Inspector Prevailing Wage		x 1.8 / hr
<i>Based on determination NC-63-3-9-2022-1 effective August 22, 2022</i>	Standard	\$156 / hr
	Overtime	\$186 / hr
Markups		
Sub-Consultants		10 %
Other Direct Costs		10 %
Mileage		IRS rates

Billing Rate Escalation

Escalation would be as follows:

- Through August 22, 2023 – 0%
- August 22, 2023 and annually thereafter (or the effective dates of new determinations by the State) – Construction Inspector rates set to Prevailing Wage multiplied by 1.8 rounded to the nearest whole dollar/hour
- January 1, 2024 and annually thereafter – The lower of the following per year:
 - o 3 percent
 - o Consumer Price Index, San Francisco Area – Annual increase from October to October



Invoice

DATE	INVOICE #
1/18/2023	24607

BILL TO
SKL Solutions Inc. 1621 Zinfandel Drive Petaluma, CA 94954-7415 USA Attn: Stephen Miksis
P.O. NUMBER
SQ-EMiksis

SHIP TO		
SKL Solutions Inc. 2131 Pear St Pinole, CA 94564-1774 USA Attn: Sanjay Mishra		
Rep	TERMS	DUE DATE
BQ	Net 30	2/17/2023

ITEM CODE	DESCRIPTION	QTY	U/M	Rate	Disc.	AMOUNT
CP-H	Comprehensive Package - Includes System Hardware, ASM, Parts & Power Warranty (1 of 3 Plan)	4	ea	2,670.00		10,680.00T
SC-Q-SB-15	SubSonic™ Systems - Dual Sensor (Ultra-Sonic & Pressure), Includes E-Box, Standard Range 15 Foot DSM, PowerPack, Bracket, E-Square Antenna, & Installation Kit.	4	ea	0.00	CP-H	0.00T
ASM-SC1	SmartCover® – Website access, updates, satellite connectivity, data storage, SmartTrend, phone/online tech support. - REQUIRED System ID Numbers (SIN) 11213, 11214, 11215, 11216	4	ea	0.00	CP-H	0.00
Install Labor	Installation Labor	4	ea	400.00		1,600.00
Freight Out	Cost of goods being shipped out	1		120.00		120.00
	Total sales tax calculated by AvaTax			1,053.00		1,053.00
				0.00%		0.00

Terms and Conditions 1.Payment: Net 30 days 2.Late charges: A service charge of 1.5% per month will be added to all balances unpaid 30 days after invoice. 3.Cancellation: For orders equal to or greater than \$10,000, a 15% restocking charge is applied for cancellation.	Total		\$13,453.00
	Payments Applied		\$0.00
	Balance Due		\$13,453.00
	HADRONEX, Inc. DBA SmartCover® Systems™ 2110 Enterprise Street Escondido, CA 92029 USA		



Invoice

DATE	INVOICE #
2/10/2023	24910

BILL TO
SKL Solutions Inc. 1621 Zinfandel Drive Petaluma, CA 94954-7415 USA Attn: Stephen Miksis
P.O. NUMBER

SHIP TO		
SKL Solutions Inc. 1621 Zinfandel Drive Petaluma, CA 94954-7415 USA Attn: Stephen Miksis		
Rep	TERMS	DUE DATE
		2/10/2023

[illegible]

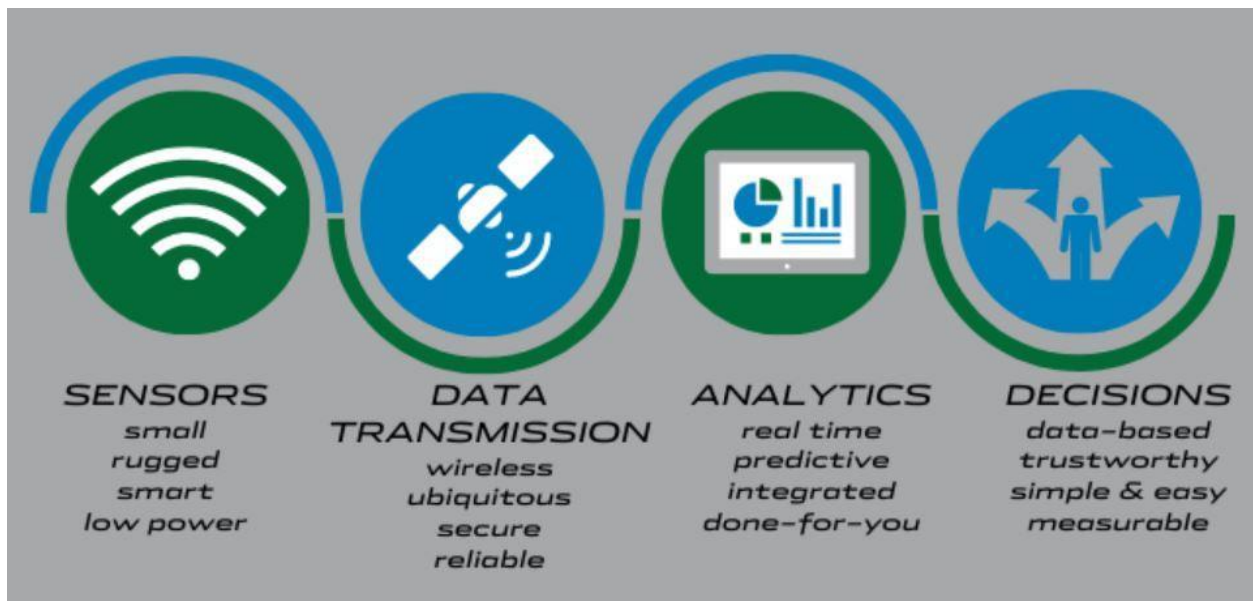
Terms and Conditions 1.Payment: Net 30 days 2.Late charges: A service charge of 1.5% per month will be added to all balances unpaid 30 days after invoice. 3.Cancellation: For orders equal to or greater than \$10,000, a 15% restocking charge is applied for cancellation.		Total	\$105.00
		Payments Applied	\$0.00
		Balance Due	\$105.00
		HADRONEX, Inc. DBA SmartCover® Systems™ 2110 Enterprise Street Escondido, CA 92029 USA	

**SmartCover® Level Monitor Quotation
4 Units
3 Year Lease to Own Plan**

For

City of Pinole, CA

**Offered by
SmartCover® Systems™**



**Quotation Date: 8/25/2022
By: Brogan Quist
Regional Sales Manager – Northern California
bquist@smartcoversystems.com / 760.207.8348**

Proposal Summary

Description
Overview SmartCover is a complete end-to-end solution including: • Remote Sensing System located at each monitoring site (SC-Q-SB-15) • Full warranty support for all parts for the entire agreement period • Advanced Iridium Satellite Communications • Data Storage and Management • Cloud-based user software with 24/7 browser access • Note: The City provides traffic control. • Initial Website set up and in-person website training will be provided by a SmartCover Systems representative • Ability to estimate flow if customer requests using "SmartFLOE" • Ability to overlay local rain data (SmartRain) per customer request

Year 1

Part Number	Service Description details	Price (Each)	4 Systems
CP-H-3	Comprehensive Monitoring Service Program	\$2,700	\$10,800
Installation	Labor Installation of SmartCover® Systems™ by Trained SmartCover® Systems™ Field Tech	\$400	\$1,600
CA Tax	Applicable sales tax to be added at invoice and taxes are subject to change.		TBD
Total			\$12,400

Year 2

Part Number	Service Description details	Price (Each)	4 Systems
CP-H-3	Comprehensive Monitoring Service Program	\$2,700	\$10,800
CA Tax	Applicable sales tax to be added at invoice and taxes are subject to change.		TBD
Total			\$10,800

Year 3

Part Number	Service Description details	Price (Each)	4 Systems
CP-H-3	Comprehensive Monitoring Service Program	\$2,700	\$10,800
CA Tax	Applicable sales tax to be added at invoice and taxes are subject to change.		TBD
Total			\$10,800

3 Year Total - \$34,000

Above Pricing Assumes These Conditions

- CP-H-3 pricing above is equivalent to \$225 a unit/month
- **Labor is Not Included Beyond Installation**

Payment Terms

- Paid annually, at the beginning of each year.
- After year 3, the customer owns the hardware.
- A comprehensive Monitoring Service Program is available for years 4 and beyond at a lower rate than the first 3 years.

Cancellation Terms

- Cancellation within two years of the commencement of the contract period is subject to 66% of the three-year cost; cancellation thereafter is subject to the full three-year contract cost.

Delivery

- **Standard:** (4) weeks upon receipt of a Purchase Order and with receipt of complete engineering and site information from the customer as requested.
- All customers will be notified of the shipment date upon Order Acknowledgement.
- Actual availability may vary depending on total demand. The “Standard 4 weeks” is not a guarantee but a good faith estimate. It is strongly recommended that order be placed as early as possible. Reasonable efforts will be made to provide earlier delivery if requested.

ADDITIONAL TERMS & CONDITIONS, LIMITED WARRANTY**Mutual Hold Harmless**

SmartCover agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Customer from any and all claims that may arise, or damages that may result, to SmartCover or SmartCover staff to the extent caused by SmartCover’s negligence during the performance of this contract. Customer agrees, to the fullest extent permitted by law, to indemnify and hold harmless SmartCover, its officers, directors, employees and subcontractors (collectively, SmartCover) from any and all claims that may arise, to the extent caused by the Customer’s negligent acts in connection with the installation, operation, or use of the SmartCover, and the acts of its contractors, subcontractors or consultants or anyone for whom the Customer is legally liable. Neither SmartCover nor the Customer shall be obligated to indemnify the other party in any manner whatsoever for the other party’s negligence.

Loss of Communications

Customer acknowledges that SmartCover is not responsible for the loss of wireless communication or internet communications or any communications used in the operation of this system.

Advisory Only

SmartCover is an advisory service only. As such, SmartCover and its founders, owners, or staff are not responsible for any damage of any kind or from any cause whatsoever that may result from, in relation to, in connection with, due to, or as a result of the installation or operation of the system, including without limitation, equipment failure, or any consequential damages caused by, or resulting from, the use or installation of the SmartCover system.

Limited Warranty

The equipment components of the SmartCover are warranted free from material defects of material and workmanship for a period of one year from the date of installation. Unless otherwise stated, the SmartCover warranty herein is a parts-only warranty. Should the Customer discover any condition that might invoke a warranty claim, they are to expeditiously and without delay notify the SmartCover Technical Services group. Upon notification, SmartCover will assess and instruct the user on follow-on actions. Should a component fail as a result of a defect in material or workmanship, SmartCover will replace the component or repair it at the SmartCover location. For all valid warranty claims, as determined by SmartCover reasonable freight charges to and from Customer shall be paid by SmartCover. In all cases, SmartCover shall determine the shipping method and/or carrier unless otherwise agreed to in writing by Customer and SmartCover. Upon approval of a warranty failure by SmartCover, SmartCover will either repair or replace the defective component at SmartCover sole discretion.

The foregoing warranty is exclusive. Repair or replacement in the manner provided above shall be the sole and exclusive remedy for breach of warranty and shall constitute fulfillment of all liabilities of SmartCover with respect to the quality and performance of the products. This warranty does not cover damage or repairs or replacements by any cause beyond the control of SmartCover, including acts of nature, improper use, lack of proper maintenance, vandalism, or unauthorized repair. SmartCover shall not be liable for any actual, exemplary, indirect or consequential damages, including damages for loss of goodwill or profits and/or losses, that stem from a failure or malfunction of the SmartCover system.

SmartCover does not provide traffic control. Customer must provide traffic control for installation and servicing of all units.

In no event shall SmartCover's liability, whether in contract or in tort (including negligence and strict liability), exceed the price of the Product from which such liability arises.

Rights to Use

The SmartCover® family of products and all resulting data produced by them are proprietary and protected by a suite of intellectual property assets including but not limited to patents, trademarks and copyrights. The right to use these products and data is limited to the purchaser only. Any disclosure, use or other unauthorized disposition of any SmartCover® product or proprietary data outside the purchaser's organization, including third-party consultants, is prohibited.

Acceptance

The undersigned have read, acknowledge and agree to this offer.
Please include this entire document with Purchase Order.

Signatures

SmartCover Systems

Signature

City of Pinole, CA

Elizabeth Miksis

Signature

Brogan Quist

Elizabeth Miksis

Printed Name

CFO

Title

Date: 8/25/2022

01/09/2023

Date

TASK ORDER NUMBER 3: INVENTORY MANAGEMENT/DATA MANAGEMENT, VISUALIZATION, AND ASSET ASSESSMENT SERVICES

Consultant will perform Inventory Management/Data Management, Visualization, and Asset Assessment Services at the request of the City and provide weekly updates by email to the City of the work performed and time expended. Work will be reported at a subtask level in communications and billings, based on the nature of work performed, as agreed upon with City staff. Subtasks may be added without an amendment and will be used primarily for the purpose of tracking and reporting to the City. Initial subtasks are listed below. If proposed hours are not provided below, provide estimated hours for the task for a city similar in size to that of Pinole.

TASK DESCRIPTION	PROPOSED HOURS	TOTAL COST
INVENTORY MANAGEMENT/DATA MANAGEMENT, AND VISUALIZATION		
1. Data Management Review	24	9,580 ¹
2. Work Order Process	24	4,320
ASSET ASSESSMENT		
1. CMMS/EMS Inspection	16	7,890 ²
2. Desktop Module Review	8	1,440
3. Mobile Work Order Platform Review	8	1,440
4. Outside Software Integration	16	2,880
5. ArcGIS Online	16	2,880
6. Collector App	16	2,880
7. Work Order Creation Review	16	2,880
8. PACP/MACP Data Review	80	12,000
9. I&I Reduction Strategies	80	14,400
10. Smoke Testing	80	28,100 ³
11. Flood Testing	24	4,320
12. Remote Sensor Deployment	32	5,760
13. Sump Pump Inspections	16	2,880
14. Creek Crossing Inspections	40	7,200
15. Wet Weather Manhole Inspections	24	6,340 ⁴
16. Manhole Rain Inundation Inspections	16	2,880
17. Manhole Tidal Inspections	4	720
18. Onsite Inspections for Condition Assessment	120	25,110 ⁵
19. Pump Station and Forcemain Opportunities Assessments	16	2,880
TOTALS	676	\$ 148,780

Assumptions

- Task cost includes lump sum of \$5,260 for Existing Data Management Process Review.
- Task cost includes lump sum of \$5,010 for Beehive/Hydraulic Model/ArcGIS Existing Data Collection, Review, and Schema.
- Task includes \$13,700 (including markup) for MSI Services for five (5) days of smoke testing equipment and personnel. Anticipated scope of inspection work is approximately 45,000 LF of sewer main and connected laterals tributary to the Pinon trunk sewer as shown on the attached map.
- Task cost includes lump sum of \$2,020 for Inspection and Monitoring Strategies Consultation.
- Task cost includes lump sum of \$3,510 for Condition Assessment and Cleaning Program Evaluation.

Rate Schedule



City of Pinole On-Call Consulting Services
Task Order No. 3

Project Management		
Project Manager		\$180 / hr
Principal in Charge		\$225 / hr
Administrative Assistant		\$100 / hr
Engineering and Operations Management / Program Development Support Services		
Senior Engineer		\$180 / hr
Operations Management Consultant		\$180 / hr
Condition Assessment Program Services		
Condition Assessment Program Support		
Senior Engineer or Operations Management Consultant		\$180 / hr
PACP/MACP (Coding and Data Management)		
CCTV Defect Coding		\$0.30 / ft
Manhole Defect Coding		\$60 / manhole
Data QA/QC or Project Coordinator (Scheduling, Tracking and Office Support)		\$150 / hr
Information Systems and Database Support and Management Services		
ArcGIS, Asset Management Systems, and Other Database Integrations		
Senior Engineer or Operations Management Consultant		\$180 / hr
Data QA/QC		\$150 / hr
Construction Management and Inspection Services		
Senior Construction Manager		\$210 / hr
Construction Manager		\$180 / hr
Construction Inspector Prevailing Wage		x 1.8 / hr
<i>Based on determination NC-63-3-9-2022-1 effective August 22, 2022</i>	Standard	\$156 / hr
	Overtime	\$186 / hr
Markups		
Sub-Consultants		10 %
Other Direct Costs		10 %
Mileage		IRS rates

Billing Rate Escalation

Escalation would be as follows:

- Through August 22, 2023 – 0%
- August 22, 2023 and annually thereafter (or the effective dates of new determinations by the State) – Construction Inspector rates set to Prevailing Wage multiplied by 1.8 rounded to the nearest whole dollar/hour
- January 1, 2024 and annually thereafter – The lower of the following per year:
 - o 3 percent
 - o Consumer Price Index, San Francisco Area – Annual increase from October to October

Pinon Tributary Area - Smoke Testing





**CITY COUNCIL
REPORT**

9D

DATE: MAY 2, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: ANDREW MURRAY, CITY MANAGER

**SUBJECT: LETTER OF SUPPORT FOR ASSEMBLY BILL (AB) 1
 REGARDING COLLECTIVE BARGAINING**

RECOMMENDATION

Staff recommends that the City Council consider approving a letter of support for California Assembly Bill (AB) 1.

BACKGROUND

At its meeting of April 4, 2023, the City Council approved as a future agenda item a letter of support for AB 1. The bill (attached) was introduced in December 2022 and would enact the Legislature Employer-Employee Relations Act, to provide employees of the Legislature the right to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations. The League of California Cities has not taken a position on this bill. City staff has drafted a letter of support (attached) for the City Council's consideration and action.

FISCAL IMPACT

There would be no direct fiscal impact to the City created by submitting a position letter on this State legislation.

ATTACHMENTS

- A AB 1 Legislative Counsel's Digest
- B Draft City of Pinole Support Letter for AB 1

AMENDED IN ASSEMBLY APRIL 17, 2023

CALIFORNIA LEGISLATURE—2023–24 REGULAR SESSION

ASSEMBLY BILL

No. 1

**Introduced by Assembly Members McKinnor, Bryan,
Wendy Carrillo, Haney, Kalra, Lee, McCarty, Ortega, and Reyes
(Principal coauthor: Assembly Member Boerner)**
(Principal coauthor: Senator Wiener)
**(Coauthors: Assembly Members Addis, Alanis, Arambula, Berman,
Bonta, Cervantes, Connolly, Flora, Mike Fong, Friedman, Holden,
Jackson, Jones-Sawyer, Maienschein, Luz Rivas, Robert Rivas,
Santiago, Schiavo, Ting, Ward, ~~and Wood~~) Wicks, Wood, and
Zbur)**
(Coauthors: Senators Becker, *Blakespear*, Cortese, Durazo, Gonzalez,
Laird, ~~and Newman~~) *Newman*, and *Smallwood-Cuevas*)

December 5, 2022

An act to add Chapter 12.5 (commencing with Section 3599.50) to Division 4 of Title 1 of the Government Code, relating to the Legislature.

LEGISLATIVE COUNSEL’S DIGEST

AB 1, as amended, McKinnor. Collective bargaining: Legislature.
Existing law, the Ralph C. Dills Act (Dills Act), governs collective bargaining between the state and recognized state public employee organizations. Existing law excludes certain employees from coverage under the Dills Act, including, among others, managerial employees, supervisory employees, and confidential employees, as defined. Existing law creates the Public Employment Relations Board and authorizes it, among other things, to determine appropriate state employee bargaining units, as specified.

This bill would enact the Legislature Employer-Employee Relations Act, to provide employees of the Legislature the right to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations. The bill would prescribe rights, duties, and prohibitions in this context that parallel those in the Dills Act. The bill would prohibit the Public Employment Relations Board from including employees of the Legislature in a bargaining unit that includes employees other than those of the Legislature. The bill would make it a misdemeanor for any person to willfully resist, prevent, impede, or interfere with any member of the board, or any of its agents, in the performance of duties pursuant to its provisions. By expanding the definition of a crime, this bill would impose a state-mandated local program. The bill would provide that the provisions of the Legislature Employer-Employee Relations Act are severable. The bill would become operative on July 1, 2024.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

- 1
- SECTION 1. Chapter 12.5 (commencing with Section 3599.50)
- 2
- is added to Division 4 of Title 1 of the Government Code, to read:
- 3
- 4
- CHAPTER 12.5. LEGISLATURE EMPLOYER-EMPLOYEE RELATIONS
- 5
- 6
- 3599.50. This chapter shall be known, and may be cited, as the
- 7
- Legislature Employer-Employee Relations Act.
- 8
- 3599.51. The Legislature finds and declares that it is the
- 9
- purpose of this chapter to promote full communication between
- 10
- the Legislature and its employees by providing a reasonable method
- 11
- of resolving disputes regarding wages, hours, and other terms and
- 12
- conditions of employment between the Legislature and public
- 13
- employee organizations. It is also the purpose of this chapter to
- 14
- promote the improvement of personnel management and

1 employer-employee relations within the Legislature by providing
2 a uniform basis for recognizing the right of employees of the
3 Legislature to join organizations of their own choosing and be
4 represented by those organizations in their employment relations
5 with the Legislature. It is further the purpose of this chapter, in
6 order to foster peaceful employer-employee relations, to allow
7 employees of the Legislature to select one employee organization
8 as the exclusive representative of the employees in an appropriate
9 unit and to permit the exclusive representative to receive financial
10 support from those employees who receive the benefits of this
11 representation.

12 3599.52. For purposes of this chapter:

13 (a) "Board" means the Public Employment Relations Board.
14 The powers and duties of the board described in Section 3541.3
15 also apply, as appropriate, to this chapter.

16 (b) "Employee of the Legislature" or "employee" means any
17 employee of either house of the Legislature, except all of the
18 following:

19 (1) Members of the Legislature.

20 (2) Appointed officers of the Legislature, such as the Secretary
21 of the Senate and the Chief Clerk of the Assembly.

22 (3) Department or office leaders, such as chiefs-of-staff, staff
23 directors, and chief consultants. "Department or office leader"
24 means any supervisory employee having authority, in the interest
25 of the employer, to hire, transfer, suspend, lay off, recall, promote,
26 discharge, assign, reward, or discipline other employees, or
27 responsibility to direct them, or effectively to recommend this
28 action, if, in connection with the foregoing, the exercise of any
29 authority is not of a merely routine or clerical nature, but requires
30 the use of independent judgment.

31 (4) Confidential employees. "Confidential employee" means
32 any employee who is required to develop or present management
33 positions with respect to employer-employee relations or whose
34 duties normally require access to confidential information
35 contributing significantly to the development of management
36 positions.

37 (c) "Employee organization" means any organization that
38 includes employees of the Legislature and that has as one of its
39 primary purposes representing these employees in their relations
40 with the Legislature.

1 (d) "Legislature" means the Assembly Committee on Rules or
2 the Senate Committee on Rules. For the purposes of bargaining
3 or meeting and conferring in good faith, "Legislature" means the
4 the Assembly Committee on Rules or the Senate Committee on
5 Rules, or their designated representatives, acting with the
6 authorization of their respective houses.

7 (e) "Maintenance of membership" means that all employees
8 who voluntarily are, or who voluntarily become, members of a
9 recognized employee organization shall remain members of that
10 employee organization in good standing for a period as agreed to
11 by the parties pursuant to a memorandum of understanding,
12 commencing with the effective date of the memorandum of
13 understanding. A maintenance of membership provision does not
14 apply to any employee who within 30 days prior to the expiration
15 of the memorandum of understanding withdraws from the
16 employee organization by sending a signed withdrawal letter to
17 the employee organization and a copy to the Controller's office.

18 (f) "Mediation" means effort by an impartial third party to assist
19 in reconciling a dispute regarding wages, hours, and other terms
20 and conditions of employment between representatives of the
21 Legislature and the recognized employee organization or
22 recognized employee organizations through interpretation,
23 suggestion, and advice.

24 (g) "Recognized employee organization" means an employee
25 organization that has been recognized by the Legislature as the
26 exclusive representative of the employees in an appropriate unit.

27 3599.54. Any person who willfully resists, prevents, impedes,
28 or interferes with any member of the board, or any of its agents,
29 in the performance of duties pursuant to this chapter, shall be guilty
30 of a misdemeanor, and, upon conviction thereof, shall be sentenced
31 to pay a fine of not more than one thousand dollars (\$1,000).

32 3599.55. The initial determination as to whether charges of
33 unfair practices are justified, and, if so, what remedy is necessary
34 to effectuate the purposes of this chapter, is a matter within the
35 exclusive jurisdiction of the board, except that, in an action to
36 recover damages due to an unlawful strike, the board shall not
37 award strike-preparation expenses as damages, and shall not award
38 damages for costs, expenses, or revenue losses incurred during,
39 or as a consequence of, an unlawful strike. Procedures for

investigating, hearing, and deciding these cases shall be devised and promulgated by the board and shall include all of the following:

(a) Any employee or employee organization, or the Legislature, has the right to file an unfair practice charge, except that the board shall not do either of the following:

(1) Issue a complaint respecting a charge based upon an alleged unfair practice that occurred more than six months prior to the filing of the charge.

(2) Issue a complaint respecting conduct also prohibited by the provisions of the agreement between the parties until the grievance machinery of the agreement, if it exists and covers the matter at issue, has been exhausted, either by settlement or binding arbitration. However, when the charging party demonstrates that resort to contract grievance procedures would be futile, their exhaustion is not necessary. The board has discretionary jurisdiction to review a settlement or arbitration award reached pursuant to the grievance machinery solely for the purpose of determining whether it is repugnant to the purposes of this chapter. If the board finds that the settlement or arbitration award is repugnant to the purposes of this chapter, it shall issue a complaint on the basis of a timely filed charge, and hear and decide the case on the merits; otherwise, it shall dismiss the charge. The board shall, in determining whether the charge was timely filed, consider the six-month limitation set forth in paragraph (1) to have been tolled during the time it took the charging party to exhaust the grievance machinery.

(b) The board shall not enforce agreements between the parties or issue a complaint on any charge based on an alleged violation of an agreement that would not also constitute an unfair practice under this chapter.

(c) The board may issue a decision and order directing an offending party to cease and desist from the unfair practice and to take such affirmative action, including, but not limited to, the reinstatement of employees with or without backpay, as will effectuate the policies of this chapter.

3599.56. Employees of the Legislature have the right to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations. Employees of the Legislature also have the right to refuse to join or participate in the activities

1 of employee organizations, except that the parties are not precluded
2 from agreeing to a maintenance of membership provision pursuant
3 to a memorandum of understanding. In any event, employees of
4 the Legislature have the right to represent themselves individually
5 in their employment relations with the Legislature.

6 3599.57. Employee organizations have the right to represent
7 their members in their employment relations with the Legislature,
8 except that once an employee organization is recognized as the
9 exclusive representative of an appropriate unit, the recognized
10 employee organization is the only organization that may represent
11 that unit in employment relations with the Legislature. Employee
12 organizations may establish reasonable restrictions regarding who
13 may join and may make reasonable provisions for the dismissal
14 of individuals from membership. This section does not prohibit
15 any employee from appearing on the employee's own behalf in
16 the employee's employment relations with the Legislature.

17 3599.58. All employee organizations have the right to have
18 membership dues, initiation fees, membership benefit programs,
19 and general assessments deducted pursuant to subdivision (a) of
20 Section 1152 and Section 1153 until an employee organization is
21 recognized as the exclusive representative for employees in an
22 appropriate unit, and then any deductions as to any employee in
23 the negotiating unit are not permissible except to the exclusive
24 representative.

25 3599.59. (a) Once an employee organization is recognized as
26 the exclusive representative of an appropriate unit, it may enter
27 into an agreement with the Legislature providing for organizational
28 security in the form of a maintenance of membership deduction.

29 (b) The Legislature shall furnish the recognized employee
30 organization with sufficient employment data to allow the
31 organization to calculate membership fees, and shall deduct the
32 amount specified by the recognized employee organization from
33 the salary or wages of every employee for the membership fee.
34 These fees shall be remitted monthly to the recognized employee
35 organization along with an adequate itemized record of the
36 deductions, including, if required by the recognized employee
37 organization, machine readable data.

38 3599.60. The scope of representation is limited to wages, hours,
39 and other terms and conditions of employment, except that the
40 scope of representation does not include consideration of the merits,

1 necessity, or organization of any service or activity provided by
2 law.

3 3599.61. (a) Except in cases of emergency as provided in
4 subdivision (b), the Legislature shall give reasonable written notice
5 to each recognized employee organization affected by any law,
6 rule, or resolution directly relating to matters within the scope of
7 representation proposed to be adopted by the Legislature, and shall
8 give such recognized employee organizations the opportunity to
9 meet and confer with the Legislature.

10 (b) In cases of emergency when the Legislature determines that
11 a law, rule, or resolution must be adopted immediately without
12 prior notice or meeting with a recognized employee organization,
13 the Legislature shall provide notice and opportunity to meet and
14 confer in good faith at the earliest practical time following the
15 adoption of the law, rule, or resolution.

16 3599.62. (a) The Legislature shall meet and confer in good
17 faith regarding wages, hours, and other terms and conditions of
18 employment with representatives of recognized employee
19 organizations, and shall consider fully such presentations as are
20 made by the employee organization on behalf of its members prior
21 to arriving at a determination of policy or course of action. For
22 purposes of this section, the term “meet and confer in good faith”
23 means that the Legislature and representatives of recognized
24 employee organizations have the mutual obligation to personally
25 meet and confer promptly upon request by either party and continue
26 to meet and confer for a reasonable period of time in order to
27 exchange freely information, opinions, and proposals, and to
28 endeavor to reach agreement on matters within the scope of
29 representation prior to the adoption by the state of its final budget
30 for the ensuing year. The process should include adequate time
31 for the resolution of impasses.

32 (b) The Legislature shall freely provide to representatives of
33 recognized employee organizations nonconfidential information
34 that is necessary and relevant to their scope of representation.
35 However, this chapter does not require the Legislature to provide
36 confidential information to representatives of recognized employee
37 organizations. For purposes of this subdivision, “confidential
38 information” means any information contained in records that are
39 exempt from public disclosure under federal or state law.
40 “Confidential information” does not include the name, job title,

1 office, workplace location, work telephone number and email
2 address, and home or personal telephone number and email address,
3 if on file with the Legislature, for employees in the bargaining unit
4 of the recognized employee organization.

5 3599.63. If an agreement is reached between the Legislature
6 and the recognized employee organization, the parties shall jointly
7 prepare a written memorandum of understanding reflecting the
8 terms of the agreement, which shall be presented, when appropriate,
9 to the Legislature for adoption as a resolution.

10 3599.64. A side letter, appendix, or other addendum to a
11 properly ratified memorandum of understanding shall be expressly
12 identified by the parties if that side letter, appendix, or other
13 addendum is to be incorporated in a subsequent memorandum of
14 understanding submitted to the Legislature for adoption as a
15 resolution.

16 3599.65. If the Legislature does not fully fund any provision
17 of the memorandum of understanding that requires the expenditure
18 of funds, either party may reopen negotiations on all or part of the
19 memorandum of understanding. The parties are not precluded from
20 agreeing to and effecting those provisions of the memorandum of
21 understanding that do not require legislative action for passage of
22 a statute.

23 3599.66. (a) If a memorandum of understanding has expired,
24 and the Legislature and the recognized employee organization
25 have not agreed to a new memorandum of understanding and have
26 not reached an impasse in negotiations, subject to subdivision (b),
27 the parties to the agreement shall continue to give effect to the
28 provisions of the expired memorandum of understanding, including
29 provisions that supersede existing law, arbitration provisions,
30 no-strike provisions, and agreements regarding matters covered
31 in the Fair Labor Standards Act of 1938 (29 U.S.C. Sec. 201 et
32 seq.).

33 (b) If the Legislature and the recognized employee organization
34 reach an impasse in negotiations for a new memorandum of
35 understanding, the Legislature may implement any or all of its
36 last, best, and final offer through adoption of a resolution.
37 Implementation of the last, best, and final offer does not relieve
38 the parties of the obligation to bargain in good faith and reach an
39 agreement on a memorandum of understanding if circumstances

1 change, and does not result in a waiver of rights that the recognized
2 employee organization has under this chapter.

3 3599.67. If, after a reasonable period of time, the Legislature
4 and the recognized employee organization fail to reach an
5 agreement, the Legislature and the recognized employee
6 organization may agree upon the appointment of a mediator
7 mutually agreeable to the parties, or either party may request the
8 board to appoint a mediator. When both parties mutually agree
9 upon a mediator, the costs of mediation shall be divided one-half
10 to the Legislature and one-half to the recognized employee
11 organization. If the board appoints the mediator, the costs of
12 mediation shall be paid by the board.

13 3599.68. A reasonable number of employee representatives of
14 recognized employee organizations shall be granted reasonable
15 time off without loss of compensation or other benefits when
16 formally meeting and conferring with the Legislature on matters
17 within the scope of representation. This section applies only to
18 employees, as defined by Section 3599.52, and only for periods
19 when a memorandum of understanding is not in effect.

20 3599.69. It is unlawful for the Legislature to do any of the
21 following:

22 (a) Impose or threaten to impose reprisals on employees,
23 discriminate or threaten to discriminate against employees, or
24 otherwise interfere with, restrain, or coerce employees because of
25 their exercise of rights guaranteed by this chapter. For purposes
26 of this subdivision, "employee" includes an applicant for
27 employment or reemployment.

28 (b) Deny to employee organizations rights guaranteed to them
29 by this chapter.

30 (c) Refuse or fail to meet and confer in good faith with a
31 recognized employee organization.

32 (d) Dominate or interfere with the formation or administration
33 of any employee organization, or contribute financial or other
34 support to it, or in any way encourage employees to join any
35 organization in preference to another.

36 (e) Refuse to participate in good faith in the mediation procedure
37 set forth in Section 3599.67.

38 3599.70. It is unlawful for an employee organization to do any
39 of the following:

- 1 (a) Cause or attempt to cause the Legislature to violate Section
2 3599.69.
- 3 (b) Impose or threaten to impose reprisals on employees,
4 discriminate or threaten to discriminate against employees, or
5 otherwise interfere with, restrain, or coerce employees because of
6 their exercise of rights guaranteed by this chapter.
- 7 (c) Refuse or fail to meet and confer in good faith with the
8 Legislature in relation to the employees for whom it is the
9 recognized employee organization.
- 10 (d) Refuse to participate in good faith in the mediation procedure
11 set forth in Section 3599.67.
- 12 3599.71. (a) Judicial review of a unit determination is allowed
13 only under either of the following circumstances:
- 14 (1) When the board, in response to a petition from the
15 Legislature or an employee organization, agrees that the case is
16 one of special importance and joins in the request for review.
- 17 (2) When the issue is raised as a defense to an unfair practice
18 complaint. A board order directing an election shall not be stayed
19 pending judicial review.
- 20 (b) Upon receipt of a board order joining in a request for judicial
21 review, a party to the case may petition for a writ of extraordinary
22 relief from the unit determination decision or order.
- 23 (c) Any charging party, respondent, or intervenor aggrieved by
24 a final decision or order of the board in an unfair practice case,
25 except a decision of the board not to issue a complaint in such a
26 case, may petition for a writ of extraordinary relief from the
27 decision or order.
- 28 (d) The petition shall be filed in the district court of appeal in
29 the appellate district where the unit determination or unfair practice
30 dispute occurred. The petition shall be filed within 30 days after
31 issuance of the board's final order, order denying reconsideration,
32 or order joining in the request for judicial review, as applicable.
33 Upon the filing of the petition, the court shall cause notice to be
34 served upon the board and thereupon shall have jurisdiction of the
35 proceeding. The board shall file in the court the record of the
36 proceeding, certified by the board, within 10 days after the clerk's
37 notice unless the time is extended by the court for good cause
38 shown. The court has jurisdiction to grant to the board any
39 temporary relief or restraining order it deems just and proper and
40 in like manner to make and enter a decree enforcing, modifying,

1 or setting aside the order of the board. The findings of the board
2 with respect to questions of fact, including ultimate facts, if
3 supported by substantial evidence on the record considered as a
4 whole, are conclusive. The provisions of Title 1 (commencing
5 with Section 1067) of Part 3 of the Code of Civil Procedure relating
6 to writs, except where specifically superseded herein, apply to
7 proceedings pursuant to this section.

8 (e) If the time to petition for extraordinary relief from a board
9 decision has expired, the board may seek enforcement of any final
10 decision or order in a district court of appeal or a superior court
11 in the district where the unit determination or unfair practice case
12 occurred. If, after a hearing, the court determines that the order
13 was issued pursuant to procedures established by the board and
14 that the person or entity refuses to comply with the order, the court
15 shall enforce the order by writ of mandamus. The court shall not
16 review the merits of the order.

17 3599.72. (a) The Legislature shall grant exclusive recognition
18 to employee organizations designated or selected pursuant to rules
19 established by the board for employees of the Legislature or an
20 appropriate unit thereof, subject to the right of an employee to
21 self-represent.

22 (b) The board shall establish reasonable procedures for petitions
23 and for holding elections and determining appropriate units
24 pursuant to subdivision (a).

25 (c) The board, as it determines appropriate bargaining units,
26 shall not include employees of the Legislature in a bargaining unit
27 that includes employees other than those of the Legislature. The
28 board shall not include within a bargaining unit employees from
29 both the Assembly and Senate.

30 (d) The board shall establish procedures whereby recognition
31 of employee organizations formally recognized as exclusive
32 representatives pursuant to a vote of the employees may be revoked
33 by a majority vote of the employees only after a period of not less
34 than 12 months following the date of such recognition.

35 3599.73. The Legislature shall adopt reasonable rules for all
36 of the following:

37 (a) Registering employee organizations, as defined by
38 subdivision (c) of Section 3599.52.

39 (b) Determining the status of organizations as employee
40 organizations.

1 (c) Identifying the officers and representatives who officially
2 represent employee organizations.
3 3599.74. Notwithstanding any other law, if a decision by an
4 administrative law judge regarding the recognition or certification
5 of an employee organization is appealed, the decision is the final
6 order of the board if the board does not issue a ruling that
7 supersedes the decision on or before 180 days after the appeal is
8 filed.
9 3599.75. (a) In determining an appropriate unit, the board is
10 governed by the criteria in subdivision (b). However, the board
11 shall not direct an election in a unit unless one or more of the
12 employee organizations involved in the proceeding seeks or agrees
13 to an election in the unit.
14 (b) In determining an appropriate unit, the board shall take into
15 consideration all of the following criteria:
16 (1) The internal and occupational community of interest among
17 the employees, including, but not limited to, all of the following:
18 (A) The extent to which they perform functionally related
19 services or work toward established common goals.
20 (B) The history of employee representation in state government
21 and in similar employment.
22 (C) The extent to which the employees have common skills,
23 working conditions, job duties, or similar educational or training
24 requirements.
25 (2) The effect that the projected unit will have on the meet and
26 confer relationships, emphasizing the availability and authority of
27 the Legislature's representatives to deal effectively with employee
28 organizations representing the unit, and taking into account such
29 factors as work location, the numerical size of the unit, the
30 relationship of the unit to organizational patterns of the Legislature,
31 and the effect on the existing classification structure or existing
32 classification schematic of dividing a single class or single
33 classification schematic among two or more units.
34 (3) The effect of the proposed unit on efficient operations of
35 the Legislature and the compatibility of the unit with the
36 responsibility of the Legislature and its employees to serve the
37 public.
38 (4) The number of employees and classifications in a proposed
39 unit and its effect on the operations of the Legislature, on the

1 objectives of providing the employees the right to effective
2 representation, and on the meet and confer relationship.

3 (5) The impact on the meet and confer relationship created by
4 fragmentation of employees or any proliferation of units among
5 the employees of the Legislature.

6 3599.76. (a) (1) All initial meet and confer proposals of
7 recognized employee organizations shall be presented to the
8 Legislature at a public meeting, and those proposals thereafter are
9 a public record.

10 (2) All initial meet and confer proposals or counterproposals of
11 the Legislature shall be presented to the recognized employee
12 organization at a public meeting, and those proposals or
13 counterproposals thereafter are a public record.

14 (b) Except in cases of emergency as provided in subdivision
15 (d), meeting and conferring shall not take place on any proposal
16 subject to subdivision (a) until not less than seven consecutive
17 days have elapsed to enable the public to become informed, and
18 to publicly express itself regarding the proposals, as well as
19 regarding other possible subjects of meeting and conferring, and
20 thereafter, the Legislature shall, in an open meeting, hear public
21 comment on all matters related to the meet and confer proposals.

22 (c) Forty-eight hours after any proposal that includes any
23 substantive subject that has not first been presented in proposals
24 for public reaction pursuant to this section is offered during any
25 meeting and conferring session, the proposal and the position, if
26 any, taken by the representatives of the Legislature are a public
27 record.

28 (d) Subdivision (b) does not apply when the Legislature
29 determines that, due to an act of God, natural disaster, or other
30 emergency or calamity affecting the state, and that is beyond the
31 control of the Legislature or recognized employee organization,
32 it must meet and confer and take action upon a proposal
33 immediately and without sufficient time for the public to become
34 informed and to publicly express itself. In those cases, the results
35 of the meeting and conferring shall be made public as soon as
36 reasonably possible.

37 3599.77. This chapter does not apply Section 923 of the Labor
38 Code to employees of the Legislature.

39 3599.78. This chapter does not modify or eliminate any existing
40 wages, hours, or terms and conditions of employment for

1 employees of the Legislature. All existing wages, hours, and terms
2 and conditions of employment for employees of the Legislature
3 shall remain in effect unless and until changed in accordance with
4 the Legislature’s procedures or pursuant to a memorandum of
5 understanding or agreement between the Legislature and a
6 recognized employee organization.

7 3599.79. If any provision of this chapter, or the application
8 thereof to any person or circumstances, is held invalid, the
9 invalidity shall not affect any other provision or application of this
10 chapter that can be given effect without the invalid provision or
11 application and, to this end, the provisions of this chapter are
12 severable.

13 3599.80. Expenses incurred by the Legislature in relation to a
14 properly ratified memorandum of understanding pursuant to this
15 chapter are subject to Section 7.5 of Article IV of the California
16 Constitution.

17 3599.81. This chapter shall become operative on July 1, 2024.

18 SEC. 2. No reimbursement is required by this act pursuant to
19 Section 6 of Article XIII B of the California Constitution because
20 the only costs that may be incurred by a local agency or school
21 district will be incurred because this act creates a new crime or
22 infraction, eliminates a crime or infraction, or changes the penalty
23 for a crime or infraction, within the meaning of Section 17556 of
24 the Government Code, or changes the definition of a crime within
25 the meaning of Section 6 of Article XIII B of the California
26 Constitution.

27
28 _____
29 **CORRECTIONS:**
30 **Heading—Line 3.**
31 _____

O



CITY OF PINOLE

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May 3, 2023

The Honorable Tina McKinnor
Member, California State Assembly
1021 O Street, Suite 5520
Sacramento, CA 95814

**RE: AB 1 (McKinnor) Collective Bargaining.
Notice of Support**

Dear Assembly Member Tina McKinnor,

The City Council of Pinole writes to express its support for AB 1, which would enact the Legislature Employer-Employee Relations Act, to provide employees of the Legislature the right to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations. The City Council of Pinole supports expanding collective bargaining rights to these employees.

For these reasons, the City Council of Pinole supports AB 1.

Sincerely,

Devin T. Murphy
Mayor
City of Pinole

Cc: Honorable Senator Nancy Skinner (Via email)
Honorable Assembly Member Buffy Wicks (Via email)
Sam Caygill, East Bay Division, League of California Cities (Via email)
League of California Cities (Via email: cityletters@cacities.org)



**CITY COUNCIL
REPORT**

9E

DATE: MAY 2, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: SANJAY MISHRA, PUBLIC WORKS DIRECTOR
ANDREW MURRAY, CITY MANAGER

SUBJECT: LETTER OF SUPPORT FOR STATE TRANSIT FUNDING

RECOMMENDATION

Staff recommends that the City Council consider approving a letter of support for State transit funding.

BACKGROUND

At its meeting of March 21, 2023, the City Council approved as a future agenda item a letter of support for State transit funding.

COVID fundamentally changed how people in our community and all Californians work and travel for their daily needs. Transit ridership continues to recover across the State, but it might be years before many transit agencies are financially stable again. Transit agencies across the State are on the brink of collapse and without additional funding, services will be cut.

FISCAL IMPACT

There would be no direct fiscal impact to the City created by submitting a position letter on this State matter.

ATTACHMENTS

- A Draft City of Pinole Letter of Support



CITY OF PINOLE

City Hall
2131 Pear Street
Pinole, CA 94564

Phone: (510) 724-9000
FAX: (510) 724-9826
www.ci.pinole.ca.us

May 3, 2023

The Honorable Nancy Skinner
Member, California State Senate
Chair, Senate Budget and Fiscal Review Committee
1021 O Street, Suite 8630
Sacramento, CA 95814

RE: Support for Transit Funding

Dear Senator Skinner, Assemblymember Wicks, and Assemblymember Ting,

As FY 2023-24 budget negotiations continue, Pinole strongly urges you to strengthen California's economy, increase job access for all, reduce traffic congestion, clean our air, and decrease climate change emissions by prioritizing a multi-year funding package for transit agencies across California to prevent severe service cuts, adapt to changing travel patterns, and regrow ridership.

COVID fundamentally changed how people in our community and all Californians live, work, and travel for their daily needs. Ridership continues to recover across the State and although agencies are responding to the changing needs of their communities as quickly as possible, it may be years before many agencies are financially stable again.

Transit agencies across the State are on the brink of collapse and unless State lawmakers step in and save California's transit agencies, services will be cut, stations will be shuttered, and more Californians will be forced off of transit and into already clogged, polluting, and expensive highways — or simply be stranded without access to vital jobs, services, and community connections that they currently access through transit.

Whether or not they use transit, all Californians depend on healthy transit systems. Every person on a bus or train is one less car on the road competing for parking and increasing wear and tear on the State's costly highway system. Public transit is essential to California's economy and to the everyday lives of millions of Californians.

Without State funding to address their budget shortfalls, transit operators across California will be forced to implement drastic service cuts that will send public transit into a death spiral and lead to irreversible disinvestment in an essential public utility. Rising fares and degraded service will cause transit ridership to fall dramatically across the State, which will further decrease transit agencies' revenue. This will further starve transit agencies, and routes and services will be cut across California. In other words, if the State takes no action, declining public transit ridership will reverse the State's investments in

an integrated, multimodal transportation network that builds off of our existing infrastructure.

Millions of Californians rely on public transportation to access work, school, and other destinations each day. Slashing public transit service would exacerbate poverty throughout California, substantially reducing access to jobs, education and healthcare for low-income Californians.

Additionally, supporting and expanding transit cleans our air and helps the State meet its climate goals. While California has made strides on reducing other climate change emission sources, tailpipe emissions and other local air pollutants from gas cars exacerbate poor air quality which causes thousands of premature deaths in California each year. California cannot be a climate leader without robust public transportation, and allowing our transit systems to fall into disarray would run entirely contrary to our climate goals.

We must save public transportation in California. Our state depends on it and we look forward to working with you to build a more prosperous, secure, and clean California for all by ensuring that transit agencies receive the emergency funding and ongoing investment they need.

Sincerely,

Devin T. Murphy
Mayor
City of Pinole

Cc: Honorable Assemblymember Buffy Wicks (Via email)
Honorable Assemblymember Phil Ting, Chair, Assembly Committee on Budget (Via email)
Sam Caygill, East Bay Division, League of California Cities (Via email)
League of California Cities (Via email: cityletters@cacities.org)



CITY COUNCIL REPORT

DATE: MAY 2, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: ANDREW MURRAY, CITY MANAGER

SUBJECT: LETTER OF OPPOSITION FOR SENATE BILL (SB) 423
REGARDING STREAMLINED HOUSING APPROVALS

RECOMMENDATION

Staff recommends that the City Council consider approving a letter of opposition to California Senate Bill (SB) 423.

BACKGROUND

At its meeting of April 4, 2023, the City Council approved as a future agenda item a letter of opposition to SB 423. The bill (attached) was introduced in February 2023 and would expand SB 35 (Chapter 366, Statutes of 2017) provisions and eliminate the January 1, 2026 sunset date. The League of California Cities has taken an oppose position on this bill and has submitted a letter of opposition, attached. City staff has drafted a letter of opposition (attached) based on the League of California Cities' letter for the City Council's consideration and action.

FISCAL IMPACT

There would be no direct fiscal impact to the City created by submitting a position letter on this State legislation.

ATTACHMENTS

- A SB 423 Legislative Counsel's Digest
- B League of California Cities SB 423 Opposition Letter
- C Draft City of Pinole Opposition Letter to SB 423

AMENDED IN SENATE MARCH 28, 2023

SENATE BILL

No. 423

Introduced by Senator Wiener
(Principal coauthor: Assembly Member Wicks)
(Coauthor: Senator Hurtado)
(Coauthor: Assembly Member Grayson)

February 13, 2023

An act to amend Section 65913.4 of the Government Code, relating to land use.

LEGISLATIVE COUNSEL'S DIGEST

SB 423, as amended, Wiener. Land use: streamlined housing approvals: multifamily housing developments.

Existing law, the Planning and Zoning Law, authorizes a development proponent to submit an application for a multifamily housing development that is subject to a streamlined, ministerial approval process, as provided, and not subject to a conditional use permit, if the development satisfies specified objective planning standards, including, among others, that the development proponent has committed to record, prior to the issuance of the first building permit, a land use restriction or covenant providing that any lower or moderate-income housing units required, as specified, remain available at affordable housing costs, as defined, or rent to persons and families of lower or moderate-income for no less than specified periods of time. Existing law repeals these provisions on January 1, 2026.

This bill would authorize the Department of General Services to act in the place of a locality or local government, at the discretion of that department, for purposes of the ministerial, streamlined review for development on property owned by or leased to the state. The bill would

delete the January 1, 2026, repeal date, thereby making these provisions operative indefinitely.

This bill would modify the above-described objective planning standards, including by deleting the standard that prohibits a multifamily housing development from being subject to the streamlined, ministerial approval process if the development is located in a coastal zone, and by providing an alternative definition for “affordable housing costs” for a development that dedicates 100% of units, exclusive of a manager’s unit or units, to lower income households. The bill would, among other modifications, delete the objective planning standards requiring development proponents to pay at least the general prevailing rate of per diem wages and utilize a skilled and trained workforce and would instead require a development proponent to certify to the local government that certain wage and labor standards will be met, including a requirement that all construction workers be paid at least the general prevailing rate of wages, as specified. The bill would require the Labor Commissioner to enforce the obligation to pay prevailing wages. By expanding the crime of perjury, the bill would impose a state-mandated local program. The bill would specify that the requirements to pay prevailing wages, use a workforce participating in an apprenticeship, or provide health care expenditures do not apply to a project that consists of 10 or fewer units and is not otherwise a public work.

~~This bill would define “objective planning standards” to exclude specified standards, including local building codes, fire codes, other codes requiring detailed technical specifications, and standards that are not reasonably ascertainable by the local government within specified time limits, as described.~~

Existing law requires a local government to approve a development if the local government determines the development is consistent with the objective planning standards. Existing law requires, if the local government determines a submitted development is in conflict with any of the objective planning standards, the local government to provide the development proponent written documentation of the standards the development conflicts with and an explanation for the conflict within certain timelines depending on the size of the development. Existing law, the Housing Accountability Act, prohibits a local agency from disapproving a housing development project, as described, unless it makes specified written findings.

This bill would instead require approval if a local government’s planning director or ~~any equivalent local government staff, including~~

~~all relevant planning and permitting departments, equivalent position determines the development is consistent with the objective planning standards. The bill would make conforming changes. The bill would require all departments of the local government that are required to issue an approval of the development prior to the granting of an entitlement to also comply with the above-described streamlined approval requirements within specified time periods. The bill would prohibit a local government from requiring a development proponent to provide consultant studies, as described, or other studies requiring, prior to approving a development that meets the requirements of the above-described streamlining provisions, compliance with any standards necessary to receive a postentitlement permit or studies, information, or other materials that are unnecessary to ascertain consistency do not pertain directly to determining whether the development is consistent with the objective planning standards. standards applicable to the development.~~

The bill would, for purposes of these provisions, establish that the total number of units in a development includes (1) all projects developed on a site, regardless of when those developments occur, and (2) all projects developed on sites adjacent to a site developed pursuant to these provisions if, after January 1, 2023, the adjacent site had been subdivided from the site developed pursuant to these provisions.

Existing law authorizes the local government's planning commission or any equivalent board or commission responsible for review and approval of development projects, or as otherwise specified, to conduct any design review or public oversight of the development.

This bill would remove the above-described authorization to conduct public oversight of the development and would only authorize design review to be conducted by the local government's planning commission or any equivalent board or commission responsible for design review.

By imposing additional duties on local officials, the bill would impose a state-mandated local program.

The bill would include findings that changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for specified reasons.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

- 1 SECTION 1. The Legislature finds and declares that it has
2 provided reforms and incentives to facilitate and expedite the
3 construction of affordable housing. Those reforms and incentives
4 can be found in the following provisions:
5 (a) Housing element law (Article 10.6 (commencing with
6 Section 65580) of Chapter 3 of Division 1 of Title 7 of the
7 Government Code).
8 (b) Extension of statute of limitations in actions challenging the
9 housing element and brought in support of affordable housing
10 (subdivision (d) of Section 65009 of the Government Code).
11 (c) Restrictions on disapproval of housing developments
12 (Section 65589.5 of the Government Code).
13 (d) Priority for affordable housing in the allocation of water and
14 sewer hookups (Section 65589.7 of the Government Code).
15 (e) Least cost zoning law (Section 65913.1 of the Government
16 Code).
17 (f) Density Bonus Law (Section 65915 of the Government
18 Code).
19 (g) Accessory dwelling units (Sections 65852.150 and 65852.2
20 of the Government Code).
21 (h) By-right housing, in which certain multifamily housing is
22 designated a permitted use (Section 65589.4 of the Government
23 Code).
24 (i) No-net-loss-in zoning density law limiting downzonings and
25 density reductions (Section 65863 of the Government Code).
26 (j) Requiring persons who sue to halt affordable housing to pay
27 attorney’s fees (Section 65914 of the Government Code) or post
28 a bond (Section 529.2 of the Code of Civil Procedure).
29 (k) Reduced time for action on affordable housing applications
30 under the approval of development permits process (Article 5
31 (commencing with Section 65950) of Chapter 4.5 of Division 1
32 of Title 7 of the Government Code).
33 (l) Limiting moratoriums on multifamily housing (Section 65858
34 of the Government Code).

1 (m) Prohibiting discrimination against affordable housing
2 (Section 65008 of the Government Code).

3 (n) California Fair Employment and Housing Act (Part 2.8
4 (commencing with Section 12900) of Division 3 of Title 2 of the
5 Government Code).

6 (o) Community Redevelopment Law (Part 1 (commencing with
7 Section 33000) of Division 24 of the Health and Safety Code, and
8 in particular Sections 33334.2 and 33413 of the Health and Safety
9 Code).

10 (p) Streamlining housing approvals during a housing shortage
11 (Section 65913.4 of the Government Code).

12 (q) Housing sustainability districts (Chapter 11 (commencing
13 with Section 66200) of Division 1 of Title 7 of the Government
14 Code).

15 (r) Streamlining agricultural employee housing development
16 approvals (Section 17021.8 of the Health and Safety Code).

17 (s) *The Housing Crisis Act of 2019 (Senate Bill 330 (Chapter*
18 *654 of the Statutes of 2019))*.

19 (t) *Allowing four units to be built on single-family parcels*
20 *statewide (Senate Bill 9 (Chapter 162 of Statutes of 2021))*.

21 (u) *The Middle Class Housing Act of 2022 (Section 65852.24*
22 *of the Government Code)*.

23 (s)
24 (v) Affordable Housing and High Road Jobs Act of 2022
25 (Chapter 4.1 (commencing with Section 65912.100) of Division
26 1 of Title 7 of the Government Code).

27 SEC. 2. Section 65913.4 of the Government Code is amended
28 to read:

29 65913.4. (a) A development proponent may submit an
30 application for a development that is subject to the streamlined,
31 ministerial approval process provided by subdivision (c) and is
32 not subject to a conditional use permit or any other nonlegislative
33 discretionary approval if the development complies with
34 subdivision (b) and satisfies all of the following objective planning
35 standards:

36 (1) The development is a multifamily housing development that
37 contains two or more residential units.

38 (2) The development and the site on which it is located satisfy
39 all of the following:

1 (A) It is a legal parcel or parcels located in a city if, and only
2 if, the city boundaries include some portion of either an urbanized
3 area or urban cluster, as designated by the United States Census
4 Bureau, or, for unincorporated areas, a legal parcel or parcels
5 wholly within the boundaries of an urbanized area or urban cluster,
6 as designated by the United States Census Bureau.

7 (B) At least 75 percent of the perimeter of the site adjoins parcels
8 that are developed with urban uses. For the purposes of this section,
9 parcels that are only separated by a street or highway shall be
10 considered to be adjoined.

11 (C) (i) A site that meets the requirements of clause (ii) and
12 satisfies any of the following:

13 (I) The site is zoned for residential use or residential mixed-use
14 development.

15 (II) The site has a general plan designation that allows residential
16 use or a mix of residential and nonresidential uses.

17 (III) The site is zoned for office or retail commercial use and
18 meets the requirements of Section 65852.24.

19 (ii) At least two-thirds of the square footage of the development
20 is designated for residential use. Additional density, floor area,
21 and units, and any other concession, incentive, or waiver of
22 development standards granted pursuant to the Density Bonus Law
23 in Section 65915 shall be included in the square footage
24 calculation. The square footage of the development shall not
25 include underground space, such as basements or underground
26 parking garages.

27 (3) (A) The development proponent has committed to record,
28 prior to the issuance of the first building permit, a land use
29 restriction or covenant providing that any lower or moderate
30 income housing units required pursuant to subparagraph (B) of
31 paragraph (4) shall remain available at affordable housing costs
32 or rent to persons and families of lower or moderate-income for
33 no less than the following periods of time:

34 (i) Fifty-five years for units that are rented.

35 (ii) Forty-five years for units that are owned.

36 (B) The city or county shall require the recording of covenants
37 or restrictions implementing this paragraph for each parcel or unit
38 of real property included in the development.

39 (4) The development satisfies clause (i) or (ii) of subparagraph
40 (A) and satisfies subparagraph (B) below:

(A) (i) For a development located in a locality that is in its sixth or earlier housing element cycle, the development is located in either of the following:

(I) In a locality that the department has determined is subject to this clause on the basis that the number of units that have been issued building permits, as shown on the most recent production report received by the department, is less than the locality's share of the regional housing needs, by income category, for that reporting period. A locality shall remain eligible under this subclause until the department's determination for the next reporting period.

(II) In a locality that the department has determined is subject to this clause on the basis that the locality did not adopt a housing element that has been found in substantial compliance with housing element law (Article 10.6 (commencing with Section 65580) of Chapter 3) by the department. A locality shall remain eligible under this subclause until such time as the locality adopts a housing element that has been found in substantial compliance with housing element law (Article 10.6 (commencing with Section 65580) of Chapter 3) by the department.

(ii) For a development located in a locality that is in its seventh or later housing element cycle, is located in a locality that the department has determined is subject to this clause on the basis that the locality did not adopt a housing element that has been found in substantial compliance with housing element law (Article 10.6 (commencing with Section 65580) of Chapter 3) by the department by the statutory deadline, or that the number of units that have been issued building permits, as shown on the most recent production report received by the department, is less than the locality's share of the regional housing needs, by income category, for that reporting period. A locality shall remain eligible under this subparagraph until the department's determination for the next reporting period.

(B) The development is subject to a requirement mandating a minimum percentage of below market rate housing based on one of the following:

(i) The locality did not adopt a housing element pursuant to Section 65588 that has been found in substantial compliance with the housing element law (Article 10.6 (commencing with Section 65580) of Chapter 3) by the department, did not submit its latest

1 production report to the department by the time period required
2 by Section 65400, or that production report submitted to the
3 department reflects that there were fewer units of above
4 moderate-income housing issued building permits than were
5 required for the regional housing needs assessment cycle for that
6 reporting period. In addition, if the project contains more than 10
7 units of housing, the project does either of the following:
8 (I) The project dedicates a minimum of 10 percent of the total
9 number of units, before calculating any density bonus, to housing
10 affordable to households making at or below 80 percent of the area
11 median income. However, if the locality has adopted a local
12 ordinance that requires that greater than 10 percent of the units be
13 dedicated to housing affordable to households making below 80
14 percent of the area median income, that local ordinance applies.
15 (II) (ia) If the project is located within the San Francisco Bay
16 area, the project, in lieu of complying with subclause (I), dedicates
17 20 percent of the total number of units, before calculating any
18 density bonus, to housing affordable to households making below
19 120 percent of the area median income with the average income
20 of the units at or below 100 percent of the area median income.
21 However, a local ordinance adopted by the locality applies if it
22 requires greater than 20 percent of the units be dedicated to housing
23 affordable to households making at or below 120 percent of the
24 area median income, or requires that any of the units be dedicated
25 at a level deeper than 120 percent. In order to comply with this
26 subclause, the rent or sale price charged for units that are dedicated
27 to housing affordable to households between 80 percent and 120
28 percent of the area median income shall not exceed 30 percent of
29 the gross income of the household.
30 (ib) For purposes of this subclause, “San Francisco Bay area”
31 means the entire area within the territorial boundaries of the
32 Counties of Alameda, Contra Costa, Marin, Napa, San Mateo,
33 Santa Clara, Solano, and Sonoma, and the City and County of San
34 Francisco.
35 (ii) The locality’s latest production report reflects that there
36 were fewer units of housing issued building permits affordable to
37 either very low income or low-income households by income
38 category than were required for the regional housing needs
39 assessment cycle for that reporting period, and the project seeking
40 approval dedicates 50 percent of the total number of units, before

1 calculating any density bonus, to housing affordable to households
2 making at or below 80 percent of the area median income.
3 However, if the locality has adopted a local ordinance that requires
4 that greater than 50 percent of the units be dedicated to housing
5 affordable to households making at or below 80 percent of the area
6 median income, that local ordinance applies.

7 (iii) The locality did not submit its latest production report to
8 the department by the time period required by Section 65400, or
9 if the production report reflects that there were fewer units of
10 housing affordable to both income levels described in clauses (i)
11 and (ii) that were issued building permits than were required for
12 the regional housing needs assessment cycle for that reporting
13 period, the project seeking approval may choose between utilizing
14 clause (i) or (ii).

15 (C) (i) A development proponent that uses a unit of affordable
16 housing to satisfy the requirements of subparagraph (B) may also
17 satisfy any other local or state requirement for affordable housing,
18 including local ordinances or the Density Bonus Law in Section
19 65915, provided that the development proponent complies with
20 the applicable requirements in the state or local law. If a local
21 requirement for affordable housing requires units that are restricted
22 to households with incomes higher than the applicable income
23 limits required in subparagraph (B), then units that meet the
24 applicable income limits required in subparagraph (B) shall be
25 deemed to satisfy those local requirements for higher income units.

26 (ii) A development proponent that uses a unit of affordable
27 housing to satisfy any other state or local affordability requirement
28 may also satisfy the requirements of subparagraph (B), provided
29 that the development proponent complies with applicable
30 requirements of subparagraph (B).

31 (iii) A development proponent may satisfy the affordability
32 requirements of subparagraph (B) with a unit that is restricted to
33 households with incomes lower than the applicable income limits
34 required in subparagraph (B).

35 (D) The amendments to this subdivision made by the act adding
36 this subparagraph do not constitute a change in, but are declaratory
37 of, existing law.

38 (5) The development, excluding any additional density or any
39 other concessions, incentives, or waivers of development standards
40 for which the development is eligible pursuant to the Density Bonus

1 Law in Section 65915, is consistent with objective zoning
2 standards, objective subdivision standards, and objective design
3 review standards in effect at the time that the development is
4 submitted to the local government pursuant to this section, or at
5 the time a notice of intent is submitted pursuant to subdivision (b),
6 whichever occurs earlier. For purposes of this paragraph, “objective
7 zoning standards,” “objective subdivision standards,” and
8 “objective design review standards” mean standards that involve
9 no personal or subjective judgment by a public official and are
10 uniformly verifiable by reference to an external and uniform
11 benchmark or criterion available and knowable by both the
12 development applicant or proponent and the public official before
13 submittal. These standards may be embodied in alternative
14 objective land use specifications adopted by a city or county, and
15 may include, but are not limited to, housing overlay zones, specific
16 plans, inclusionary zoning ordinances, and density bonus
17 ordinances, subject to the following:

18 (A) A development shall be deemed consistent with the objective
19 zoning standards related to housing density, as applicable, if the
20 density proposed is compliant with the maximum density allowed
21 within that land use designation, notwithstanding any specified
22 maximum unit allocation that may result in fewer units of housing
23 being permitted.

24 (B) In the event that objective zoning, general plan, subdivision,
25 or design review standards are mutually inconsistent, a
26 development shall be deemed consistent with the objective zoning
27 and subdivision standards pursuant to this subdivision if the
28 development is consistent with the standards set forth in the general
29 plan.

30 (C) It is the intent of the Legislature that the objective zoning
31 standards, objective subdivision standards, and objective design
32 review standards described in this paragraph be adopted or
33 amended in compliance with the requirements of Chapter 905 of
34 the Statutes of 2004.

35 (D) The amendments to this subdivision made by the act adding
36 this subparagraph do not constitute a change in, but are declaratory
37 of, existing law.

38 (E) A project that satisfies the requirements of Section 65852.24
39 shall be deemed consistent with objective zoning standards,
40 objective design standards, and objective subdivision standards if

1 the project is consistent with the provisions of subdivision (b) of
2 Section 65852.24 and if none of the square footage in the project
3 is designated for hotel, motel, bed and breakfast inn, or other
4 transient lodging use, except for a residential hotel. For purposes
5 of this subdivision, “residential hotel” shall have the same meaning
6 as defined in Section 50519 of the Health and Safety Code.

7 (6) The development is not located on a site that is any of the
8 following:

9 (A) Either prime farmland or farmland of statewide importance,
10 as defined pursuant to United States Department of Agriculture
11 land inventory and monitoring criteria, as modified for California,
12 and designated on the maps prepared by the Farmland Mapping
13 and Monitoring Program of the Department of Conservation, or
14 land zoned or designated for agricultural protection or preservation
15 by a local ballot measure that was approved by the voters of that
16 jurisdiction.

17 (B) Wetlands, as defined in the United States Fish and Wildlife
18 Service Manual, Part 660 FW 2 (June 21, 1993), unless the
19 development within the wetlands has been authorized *by a permit*
20 *or other approval issued* pursuant to federal or other state law.

21 (C) Within a very high fire hazard severity zone, as determined
22 by the Department of Forestry and Fire Protection pursuant to
23 Section 51178, or within a high or very high fire hazard severity
24 zone as indicated on maps adopted by the Department of Forestry
25 and Fire Protection pursuant to Section 4202 of the Public
26 Resources Code. This subparagraph does not apply to sites
27 excluded from the specified hazard zones by a local agency,
28 pursuant to subdivision (b) of Section 51179, or sites that have
29 adopted fire hazard mitigation measures pursuant to existing
30 building standards or state fire mitigation measures applicable to
31 the development.

32 (D) A hazardous waste site that is listed pursuant to Section
33 65962.5 or a hazardous waste site designated by the Department
34 of Toxic Substances Control pursuant to Section 25356 of the
35 Health and Safety Code, unless either of the following apply:

36 (i) The site is an underground storage tank site that received a
37 uniform closure letter issued pursuant to subdivision (g) of Section
38 25296.10 of the Health and Safety Code based on closure criteria
39 established by the State Water Resources Control Board for
40 residential use or residential mixed uses. This section does not

1 alter or change the conditions to remove a site from the list of
2 hazardous waste sites listed pursuant to Section 65962.5.
3 (ii) The State Department of Public Health, State Water
4 Resources Control Board, Department of Toxic Substances Control,
5 or a local agency making a determination pursuant to subdivision
6 (c) of Section 25296.10 of the Health and Safety Code, has
7 otherwise determined that the site is suitable for residential use or
8 residential mixed uses.
9 (E) Within a delineated earthquake fault zone as determined by
10 the State Geologist in any official maps published by the State
11 Geologist, unless the development complies with applicable seismic
12 protection building code standards adopted by the California
13 Building Standards Commission under the California Building
14 Standards Law (Part 2.5 (commencing with Section 18901) of
15 Division 13 of the Health and Safety Code), and by any local
16 building department under Chapter 12.2 (commencing with Section
17 8875) of Division 1 of Title 2.
18 (F) Within a special flood hazard area subject to inundation by
19 the 1 percent annual chance flood (100-year flood) as determined
20 by the Federal Emergency Management Agency in any official
21 maps published by the Federal Emergency Management Agency.
22 If a development proponent is able to satisfy all applicable federal
23 qualifying criteria in order to provide that the site satisfies this
24 subparagraph and is otherwise eligible for streamlined approval
25 under this section, a local government shall not deny the application
26 on the basis that the development proponent did not comply with
27 any additional permit requirement, standard, or action adopted by
28 that local government that is applicable to that site. A development
29 may be located on a site described in this subparagraph if either
30 of the following are met:
31 (i) The site has been subject to a Letter of Map Revision
32 prepared by the Federal Emergency Management Agency and
33 issued to the local jurisdiction.
34 (ii) The site meets Federal Emergency Management Agency
35 requirements necessary to meet minimum flood plain management
36 criteria of the National Flood Insurance Program pursuant to Part
37 59 (commencing with Section 59.1) and Part 60 (commencing
38 with Section 60.1) of Subchapter B of Chapter I of Title 44 of the
39 Code of Federal Regulations.

1 (G) Within a regulatory floodway as determined by the Federal
2 Emergency Management Agency in any official maps published
3 by the Federal Emergency Management Agency, unless the
4 development has received a no-rise certification in accordance
5 with Section 60.3(d)(3) of Title 44 of the Code of Federal
6 Regulations. If a development proponent is able to satisfy all
7 applicable federal qualifying criteria in order to provide that the
8 site satisfies this subparagraph and is otherwise eligible for
9 streamlined approval under this section, a local government shall
10 not deny the application on the basis that the development
11 proponent did not comply with any additional permit requirement,
12 standard, or action adopted by that local government that is
13 applicable to that site.

14 (H) Lands identified for conservation in an adopted natural
15 community conservation plan pursuant to the Natural Community
16 Conservation Planning Act (Chapter 10 (commencing with Section
17 2800) of Division 3 of the Fish and Game Code), habitat
18 conservation plan pursuant to the federal Endangered Species Act
19 of 1973 (16 U.S.C. Sec. 1531 et seq.), or other adopted natural
20 resource protection plan.

21 (I) Habitat for protected species identified as candidate,
22 sensitive, or species of special status by state or federal agencies,
23 fully protected species, or species protected by the federal
24 Endangered Species Act of 1973 (16 U.S.C. Sec. 1531 et seq.),
25 the California Endangered Species Act (Chapter 1.5 (commencing
26 with Section 2050) of Division 3 of the Fish and Game Code), or
27 the Native Plant Protection Act (Chapter 10 (commencing with
28 Section 1900) of Division 2 of the Fish and Game Code), unless
29 the development within the habitat has been authorized *by a permit*
30 *or approval issued* pursuant to federal or other state law.

31 (J) Lands under conservation easement.

32 (7) The development is not located on a site where any of the
33 following apply:

34 (A) The development would require the demolition of the
35 following types of housing:

36 (i) Housing that is subject to a recorded covenant, ordinance,
37 or law that restricts rents to levels affordable to persons and
38 families of moderate, low, or very low income.

39 (ii) Housing that is subject to any form of rent or price control
40 through a public entity's valid exercise of its police power.

- 1 (iii) Housing that has been occupied by tenants within the past
2 10 years.
- 3 (B) The site was previously used for housing that was occupied
4 by tenants that was demolished within 10 years before the
5 development proponent submits an application under this section.
- 6 (C) The development would require the demolition of a historic
7 structure that was placed on a national, state, or local historic
8 register.
- 9 (D) The property contains housing units that are occupied by
10 tenants, and units at the property are, or were, subsequently offered
11 for sale to the general public by the subdivider or subsequent owner
12 of the property.
- 13 (8) Except as provided in paragraph (9), a proponent of a
14 development project approved by a local government pursuant to
15 this section shall require in contracts with construction contractors,
16 and shall certify to the local government, that the following
17 standards specified in this paragraph will be met in project
18 construction, as applicable:
- 19 (A) A development that is not in its entirety a public work for
20 purposes of Chapter 1 (commencing with Section 1720) of Part 7
21 of Division 2 of the Labor Code and approved by a local
22 government pursuant to Article 2 (commencing with Section
23 65912.110) or Article 3 (commencing with Section 65912.120)
24 shall be subject to all of the following:
- 25 (i) All construction workers employed in the execution of the
26 development shall be paid at least the general prevailing rate of
27 per diem wages for the type of work and geographic area, as
28 determined by the Director of Industrial Relations pursuant to
29 Sections 1773 and 1773.9 of the Labor Code, except that
30 apprentices registered in programs approved by the Chief of the
31 Division of Apprenticeship Standards may be paid at least the
32 applicable apprentice prevailing rate.
- 33 (ii) The development proponent shall ensure that the prevailing
34 wage requirement is included in all contracts for the performance
35 of the work for those portions of the development that are not a
36 public work.
- 37 (iii) All contractors and subcontractors for those portions of the
38 development that are not a public work shall comply with both of
39 the following:

1 (I) Pay to all construction workers employed in the execution
2 of the work at least the general prevailing rate of per diem wages,
3 except that apprentices registered in programs approved by the
4 Chief of the Division of Apprenticeship Standards may be paid at
5 least the applicable apprentice prevailing rate.

6 (II) Maintain and verify payroll records pursuant to Section
7 1776 of the Labor Code and make those records available for
8 inspection and copying as provided in that section. This subclause
9 does not apply if all contractors and subcontractors performing
10 work on the development are subject to a project labor agreement
11 that requires the payment of prevailing wages to all construction
12 workers employed in the execution of the development and
13 provides for enforcement of that obligation through an arbitration
14 procedure. For purposes of this subclause, “project labor
15 agreement” has the same meaning as set forth in paragraph (1) of
16 subdivision (b) of Section 2500 of the Public Contract Code.

17 (B) (i) The obligation of the contractors and subcontractors to
18 pay prevailing wages pursuant to this paragraph may be enforced
19 by any of the following:

20 (I) The Labor Commissioner through the issuance of a civil
21 wage and penalty assessment pursuant to Section 1741 of the Labor
22 Code, which may be reviewed pursuant to Section 1742 of the
23 Labor Code, within 18 months after the completion of the
24 development.

25 (II) An underpaid worker through an administrative complaint
26 or civil action.

27 (III) A joint labor-management committee through a civil action
28 under Section 1771.2 of the Labor Code.

29 (ii) If a civil wage and penalty assessment is issued pursuant to
30 this paragraph, the contractor, subcontractor, and surety on a bond
31 or bonds issued to secure the payment of wages covered by the
32 assessment shall be liable for liquidated damages pursuant to
33 Section 1742.1 of the Labor Code.

34 (iii) This paragraph does not apply if all contractors and
35 subcontractors performing work on the development are subject
36 to a project labor agreement that requires the payment of prevailing
37 wages to all construction workers employed in the execution of
38 the development and provides for enforcement of that obligation
39 through an arbitration procedure. For purposes of this clause,
40 “project labor agreement” has the same meaning as set forth in

1 paragraph (1) of subdivision (b) of Section 2500 of the Public
2 Contract Code.

3 (C) Notwithstanding subdivision (c) of Section 1773.1 of the
4 Labor Code, the requirement that employer payments not reduce
5 the obligation to pay the hourly straight time or overtime wages
6 found to be prevailing does not apply to those portions of
7 development that are not a public work if otherwise provided in a
8 bona fide collective bargaining agreement covering the worker.

9 (D) The requirement of this paragraph to pay at least the general
10 prevailing rate of per diem wages does not preclude use of an
11 alternative workweek schedule adopted pursuant to Section 511
12 or 514 of the Labor Code.

13 (E) A development of 50 or more housing units approved by a
14 local government pursuant to this section shall meet all of the
15 following labor standards:

16 (i) The development proponent shall require in contracts with
17 construction contractors and shall certify to the local government
18 that each contractor of any tier who will employ construction craft
19 employees or will let subcontracts for at least 1,000 hours shall
20 satisfy the requirements in clauses (ii) and (iii). A construction
21 contractor is deemed in compliance with clauses (ii) and (iii) if it
22 is signatory to a valid collective bargaining agreement that requires
23 utilization of registered apprentices and expenditures on health
24 care for employees and dependents.

25 (ii) A contractor with construction craft employees shall either
26 participate in an apprenticeship program approved by the California
27 Division of Apprenticeship Standards pursuant to Section 3075 of
28 the Labor Code, or request the dispatch of apprentices from a
29 state-approved apprenticeship program under the terms and
30 conditions set forth in Section 1777.5 of the Labor Code. A
31 contractor without construction craft employees shall show a
32 contractual obligation that its subcontractors comply with this
33 clause.

34 (iii) Each contractor with construction craft employees shall
35 make health care expenditures for each employee in an amount
36 per hour worked on the development equivalent to at least the
37 hourly pro rata cost of a Covered California Platinum level plan
38 for two adults 40 years of age and two dependents 0 to 14 years
39 of age for the Covered California rating area in which the
40 development is located. A contractor without construction craft

1 employees shall show a contractual obligation that its
2 subcontractors comply with this clause. Qualifying expenditures
3 shall be credited toward compliance with prevailing wage payment
4 requirements set forth in this paragraph.

5 (iv) (I) The development proponent shall provide to the local
6 government, on a monthly basis while its construction contracts
7 on the development are being performed, a report demonstrating
8 compliance with clauses (ii) and (iii). The reports shall be
9 considered public records under the California Public Records Act
10 (Division 10 (commencing with Section 7920.000) of Title 1), and
11 shall be open to public inspection.

12 (II) A development proponent that fails to provide the monthly
13 report shall be subject to a civil penalty for each month for which
14 the report has not been provided, in the amount of 10 percent of
15 the dollar value of construction work performed by that contractor
16 on the development in the month in question, up to a maximum
17 of ten thousand dollars (\$10,000). Any contractor or subcontractor
18 that fails to comply with clauses (ii) and (iii) shall be subject to a
19 civil penalty of two hundred dollars (\$200) per day for each worker
20 employed in contravention of clauses (ii) and (iii).

21 (III) Penalties may be assessed by the Labor Commissioner
22 within 18 months of completion of the development using the
23 procedures for issuance of civil wage and penalty assessments
24 specified in Section 1741 of the Labor Code, and may be reviewed
25 pursuant to Section 1742 of the Labor Code. Penalties shall be
26 deposited in the State Public Works Enforcement Fund established
27 pursuant to Section 1771.3 of the Labor Code.

28 (v) Each construction contractor shall maintain and verify
29 payroll records pursuant to Section 1776 of the Labor Code. Each
30 construction contractor shall submit payroll records directly to the
31 Labor Commissioner at least monthly in a format prescribed by
32 the Labor Commissioner in accordance with subparagraph (A) of
33 paragraph (3) of subdivision (a) of Section 1771.4 of the Labor
34 Code. The records shall include a statement of fringe benefits.
35 Upon request by a joint labor-management cooperation committee
36 established pursuant to the Federal Labor Management Cooperation
37 Act of 1978 (29 U.S.C. Sec. 175a), the records shall be provided
38 pursuant to subdivision (e) of Section 1776 of the Labor Code.

39 (vi) All construction contractors shall report any change in
40 apprenticeship program participation or health care expenditures

1 to the local government within 10 business days, and shall reflect
2 those changes on the monthly report. The reports shall be
3 considered public records pursuant to the California Public Records
4 Act (Division 10 (commencing with Section 7920.000) of Title 1)
5 and shall be open to public inspection.

6 (vii) A joint labor-management cooperation committee
7 established pursuant to the Federal Labor Management Cooperation
8 Act of 1978 (29 U.S.C. Sec. 175a) shall have standing to sue a
9 construction contractor for failure to make health care expenditures
10 pursuant to clause (iii) in accordance with Section 218.7 or 218.8
11 of the Labor Code.

12 (9) Notwithstanding paragraph (8), a development that is subject
13 to approval pursuant to this section is exempt from any requirement
14 to pay prevailing wages, use a workforce participating in an
15 apprenticeship, or provide health care expenditures if it satisfies
16 both of the following:

17 (A) The project consists of 10 or fewer units.

18 (B) The project is not a public work for purposes of Chapter 1
19 (commencing with Section 1720) of Part 7 of Division 2 of the
20 Labor Code.

21 (10) The development shall not be upon an existing parcel of
22 land or site that is governed under the Mobilehome Residency Law
23 (Chapter 2.5 (commencing with Section 798) of Title 2 of Part 2
24 of Division 2 of the Civil Code), the Recreational Vehicle Park
25 Occupancy Law (Chapter 2.6 (commencing with Section 799.20)
26 of Title 2 of Part 2 of Division 2 of the Civil Code), the
27 Mobilehome Parks Act (Part 2.1 (commencing with Section 18200)
28 of Division 13 of the Health and Safety Code), or the Special
29 Occupancy Parks Act (Part 2.3 (commencing with Section 18860)
30 of Division 13 of the Health and Safety Code).

31 (b) (1) (A) (i) Before submitting an application for a
32 development subject to the streamlined, ministerial approval
33 process described in subdivision (c), the development proponent
34 shall submit to the local government a notice of its intent to submit
35 an application. The notice of intent shall be in the form of a
36 preliminary application that includes all of the information
37 described in Section 65941.1, as that section read on January 1,
38 2020.

39 (ii) Upon receipt of a notice of intent to submit an application
40 described in clause (i), the local government shall engage in a

1 scoping consultation regarding the proposed development with
2 any California Native American tribe that is traditionally and
3 culturally affiliated with the geographic area, as described in
4 Section 21080.3.1 of the Public Resources Code, of the proposed
5 development. In order to expedite compliance with this subdivision,
6 the local government shall contact the Native American Heritage
7 Commission for assistance in identifying any California Native
8 American tribe that is traditionally and culturally affiliated with
9 the geographic area of the proposed development.

10 (iii) The timeline for noticing and commencing a scoping
11 consultation in accordance with this subdivision shall be as follows:

12 (I) The local government shall provide a formal notice of a
13 development proponent's notice of intent to submit an application
14 described in clause (i) to each California Native American tribe
15 that is traditionally and culturally affiliated with the geographic
16 area of the proposed development within 30 days of receiving that
17 notice of intent. The formal notice provided pursuant to this
18 subclause shall include all of the following:

19 (ia) A description of the proposed development.

20 (ib) The location of the proposed development.

21 (ic) An invitation to engage in a scoping consultation in
22 accordance with this subdivision.

23 (II) Each California Native American tribe that receives a formal
24 notice pursuant to this clause shall have 30 days from the receipt
25 of that notice to accept the invitation to engage in a scoping
26 consultation.

27 (III) If the local government receives a response accepting an
28 invitation to engage in a scoping consultation pursuant to this
29 subdivision, the local government shall commence the scoping
30 consultation within 30 days of receiving that response.

31 (B) The scoping consultation shall recognize that California
32 Native American tribes traditionally and culturally affiliated with
33 a geographic area have knowledge and expertise concerning the
34 resources at issue and shall take into account the cultural
35 significance of the resource to the culturally affiliated California
36 Native American tribe.

37 (C) The parties to a scoping consultation conducted pursuant
38 to this subdivision shall be the local government and any California
39 Native American tribe traditionally and culturally affiliated with
40 the geographic area of the proposed development. More than one

1 California Native American tribe traditionally and culturally
2 affiliated with the geographic area of the proposed development
3 may participate in the scoping consultation. However, the local
4 government, upon the request of any California Native American
5 tribe traditionally and culturally affiliated with the geographic area
6 of the proposed development, shall engage in a separate scoping
7 consultation with that California Native American tribe. The
8 development proponent and its consultants may participate in a
9 scoping consultation process conducted pursuant to this subdivision
10 if all of the following conditions are met:

11 (i) The development proponent and its consultants agree to
12 respect the principles set forth in this subdivision.

13 (ii) The development proponent and its consultants engage in
14 the scoping consultation in good faith.

15 (iii) The California Native American tribe participating in the
16 scoping consultation approves the participation of the development
17 proponent and its consultants. The California Native American
18 tribe may rescind its approval at any time during the scoping
19 consultation, either for the duration of the scoping consultation or
20 with respect to any particular meeting or discussion held as part
21 of the scoping consultation.

22 (D) The participants to a scoping consultation pursuant to this
23 subdivision shall comply with all of the following confidentiality
24 requirements:

25 (i) Section 7927.000.

26 (ii) Section 7927.005.

27 (iii) Subdivision (c) of Section 21082.3 of the Public Resources
28 Code.

29 (iv) Subdivision (d) of Section 15120 of Title 14 of the
30 California Code of Regulations.

31 (v) Any additional confidentiality standards adopted by the
32 California Native American tribe participating in the scoping
33 consultation.

34 (E) The California Environmental Quality Act (Division 13
35 (commencing with Section 21000) of the Public Resources Code)
36 shall not apply to a scoping consultation conducted pursuant to
37 this subdivision.

38 (2) (A) If, after concluding the scoping consultation, the parties
39 find that no potential tribal cultural resource would be affected by
40 the proposed development, the development proponent may submit

1 an application for the proposed development that is subject to the
2 streamlined, ministerial approval process described in subdivision
3 (c).

4 (B) If, after concluding the scoping consultation, the parties
5 find that a potential tribal cultural resource could be affected by
6 the proposed development and an enforceable agreement is
7 documented between the California Native American tribe and the
8 local government on methods, measures, and conditions for tribal
9 cultural resource treatment, the development proponent may submit
10 the application for a development subject to the streamlined,
11 ministerial approval process described in subdivision (c). The local
12 government shall ensure that the enforceable agreement is included
13 in the requirements and conditions for the proposed development.

14 (C) If, after concluding the scoping consultation, the parties
15 find that a potential tribal cultural resource could be affected by
16 the proposed development and an enforceable agreement is not
17 documented between the California Native American tribe and the
18 local government regarding methods, measures, and conditions
19 for tribal cultural resource treatment, the development shall not
20 be eligible for the streamlined, ministerial approval process
21 described in subdivision (c).

22 (D) For purposes of this paragraph, a scoping consultation shall
23 be deemed to be concluded if either of the following occur:

24 (i) The parties to the scoping consultation document an
25 enforceable agreement concerning methods, measures, and
26 conditions to avoid or address potential impacts to tribal cultural
27 resources that are or may be present.

28 (ii) One or more parties to the scoping consultation, acting in
29 good faith and after reasonable effort, conclude that a mutual
30 agreement on methods, measures, and conditions to avoid or
31 address impacts to tribal cultural resources that are or may be
32 present cannot be reached.

33 (E) If the development or environmental setting substantially
34 changes after the completion of the scoping consultation, the local
35 government shall notify the California Native American tribe of
36 the changes and engage in a subsequent scoping consultation if
37 requested by the California Native American tribe.

38 (3) A local government may only accept an application for
39 streamlined, ministerial approval pursuant to this section if one of
40 the following applies:

1 (A) A California Native American tribe that received a formal
2 notice of the development proponent's notice of intent to submit
3 an application pursuant to subclause (I) of clause (iii) of
4 subparagraph (A) of paragraph (1) did not accept the invitation to
5 engage in a scoping consultation.

6 (B) The California Native American tribe accepted an invitation
7 to engage in a scoping consultation pursuant to subclause (II) of
8 clause (iii) of subparagraph (A) of paragraph (1) but substantially
9 failed to engage in the scoping consultation after repeated
10 documented attempts by the local government to engage the
11 California Native American tribe.

12 (C) The parties to a scoping consultation pursuant to this
13 subdivision find that no potential tribal cultural resource will be
14 affected by the proposed development pursuant to subparagraph
15 (A) of paragraph (2).

16 (D) A scoping consultation between a California Native
17 American tribe and the local government has occurred in
18 accordance with this subdivision and resulted in agreement
19 pursuant to subparagraph (B) of paragraph (2).

20 (4) A project shall not be eligible for the streamlined, ministerial
21 process described in subdivision (c) if any of the following apply:

22 (A) There is a tribal cultural resource that is on a national, state,
23 tribal, or local historic register list located on the site of the project.

24 (B) There is a potential tribal cultural resource that could be
25 affected by the proposed development and the parties to a scoping
26 consultation conducted pursuant to this subdivision do not
27 document an enforceable agreement on methods, measures, and
28 conditions for tribal cultural resource treatment, as described in
29 subparagraph (C) of paragraph (2).

30 (C) The parties to a scoping consultation conducted pursuant
31 to this subdivision do not agree as to whether a potential tribal
32 cultural resource will be affected by the proposed development.

33 (5) (A) If, after a scoping consultation conducted pursuant to
34 this subdivision, a project is not eligible for the streamlined,
35 ministerial process described in subdivision (c) for any or all of
36 the following reasons, the local government shall provide written
37 documentation of that fact, and an explanation of the reason for
38 which the project is not eligible, to the development proponent
39 and to any California Native American tribe that is a party to that
40 scoping consultation:

1 (i) There is a tribal cultural resource that is on a national, state,
2 tribal, or local historic register list located on the site of the project,
3 as described in subparagraph (A) of paragraph (4).

4 (ii) The parties to the scoping consultation have not documented
5 an enforceable agreement on methods, measures, and conditions
6 for tribal cultural resource treatment, as described in subparagraph
7 (C) of paragraph (2) and subparagraph (B) of paragraph (4).

8 (iii) The parties to the scoping consultation do not agree as to
9 whether a potential tribal cultural resource will be affected by the
10 proposed development, as described in subparagraph (C) of
11 paragraph (4).

12 (B) The written documentation provided to a development
13 proponent pursuant to this paragraph shall include information on
14 how the development proponent may seek a conditional use permit
15 or other discretionary approval of the development from the local
16 government.

17 (6) This section is not intended, and shall not be construed, to
18 limit consultation and discussion between a local government and
19 a California Native American tribe pursuant to other applicable
20 law, confidentiality provisions under other applicable law, the
21 protection of religious exercise to the fullest extent permitted under
22 state and federal law, or the ability of a California Native American
23 tribe to submit information to the local government or participate
24 in any process of the local government.

25 (7) For purposes of this subdivision:

26 (A) "Consultation" means the meaningful and timely process
27 of seeking, discussing, and considering carefully the views of
28 others, in a manner that is cognizant of all parties' cultural values
29 and, where feasible, seeking agreement. Consultation between
30 local governments and Native American tribes shall be conducted
31 in a way that is mutually respectful of each party's sovereignty.
32 Consultation shall also recognize the tribes' potential needs for
33 confidentiality with respect to places that have traditional tribal
34 cultural importance. A lead agency shall consult the tribal
35 consultation best practices described in the "State of California
36 Tribal Consultation Guidelines: Supplement to the General Plan
37 Guidelines" prepared by the Office of Planning and Research.

38 (B) "Scoping" means the act of participating in early discussions
39 or investigations between the local government and California
40 Native American tribe, and the development proponent if

1 authorized by the California Native American tribe, regarding the
2 potential effects a proposed development could have on a potential
3 tribal cultural resource, as defined in Section 21074 of the Public
4 Resources Code, or California Native American tribe, as defined
5 in Section 21073 of the Public Resources Code.

6 (8) This subdivision shall not apply to any project that has been
7 approved under the streamlined, ministerial approval process
8 provided under this section before the effective date of the act
9 adding this subdivision.

10 (c) (1) ~~If~~ *Notwithstanding any local law, if* a local government's
11 planning director ~~or any equivalent local government staff,~~
12 ~~including all relevant planning and permitting departments,~~
13 *equivalent position* determines that a development submitted
14 pursuant to this section is consistent with the objective planning
15 standards specified in subdivision (a) and pursuant to paragraph
16 (3) of this subdivision, ~~it~~ *the local government* shall approve the
17 development. Upon a determination that a development submitted
18 pursuant to this section is in conflict with any of the objective
19 planning standards specified in subdivision (a), the local
20 government staff or relevant local planning and permitting
21 department that made the determination shall provide the
22 development proponent written documentation of which standard
23 or standards the development conflicts with, and an explanation
24 for the reason or reasons the development conflicts with that
25 standard or standards, as follows:

26 (A) Within 60 days of submittal of the development to the local
27 government pursuant to this section if the development contains
28 150 or fewer housing units.

29 (B) Within 90 days of submittal of the development to the local
30 government pursuant to this section if the development contains
31 more than 150 housing units.

32 (2) If the local government's planning director ~~or any equivalent~~
33 ~~local government staff~~ *equivalent position* fails to provide the
34 required documentation pursuant to paragraph (1), the development
35 shall be deemed to satisfy the objective planning standards
36 specified in subdivision (a).

37 (3) For purposes of this section, a development is consistent
38 with the objective planning standards specified in subdivision (a)
39 if there is substantial evidence that would allow a reasonable person
40 to conclude that the development is consistent with the objective

1 planning standards. The local government shall not determine that
2 a development, including an application for a modification under
3 subdivision ~~(g)~~, (h), is in conflict with the objective planning
4 standards on the basis that application materials are not included,
5 if the application contains substantial evidence that would allow
6 a reasonable person to conclude that the development is consistent
7 with the objective planning standards.

8 ~~(4) For purposes of evaluating consistency with the objective~~
9 ~~planning standards under this section, the local government shall~~
10 ~~not require a development proponent to provide consultant studies~~
11 ~~requiring presubmittal scope approval by the local government or~~
12 ~~other studies or materials that are unnecessary to ascertain~~
13 ~~consistency with the objective planning standards.~~

14 *(4) Upon submittal of an application for streamlined, ministerial*
15 *approval pursuant to this section to the local government, all*
16 *departments of the local government that are required to issue an*
17 *approval of the development prior to the granting of an entitlement*
18 *shall comply with the requirements of this section within the time*
19 *periods specified in paragraph (1).*

20 (d) (1) Any design review of the development may be conducted
21 by the local government's planning commission or any equivalent
22 board or commission responsible for design review. That design
23 review shall be objective and be strictly focused on assessing
24 compliance with criteria required for streamlined projects, as well
25 as any reasonable objective design standards published and adopted
26 by ordinance or resolution by a local jurisdiction before submission
27 of a development application, and shall be broadly applicable to
28 development within the jurisdiction. That design review shall be
29 completed, and if the development is consistent with all objective
30 standards, the local government shall approve the development as
31 follows and shall not in any way inhibit, chill, or preclude the
32 ministerial approval provided by this section or its effect, as
33 applicable:

34 (A) Within 90 days of submittal of the development to the local
35 government pursuant to this section if the development contains
36 150 or fewer housing units.

37 (B) Within 180 days of submittal of the development to the
38 local government pursuant to this section if the development
39 contains more than 150 housing units.

(2) If the development is consistent with the requirements of subparagraph (A) or (B) of paragraph (9) of subdivision (a) and is consistent with all objective subdivision standards in the local subdivision ordinance, an application for a subdivision pursuant to the Subdivision Map Act (Division 2 (commencing with Section 66410)) shall be exempt from the requirements of the California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code) and shall be subject to the public oversight timelines set forth in paragraph (1).

(3) If a local government determines that a development submitted pursuant to this section is in conflict with any of the standards imposed pursuant to paragraph (1), it shall provide the development proponent written documentation of which objective standard or standards the development conflicts with, and an explanation for the reason or reasons the development conflicts with that objective standard or standards consistent with the timelines described in paragraph (1) of subdivision (c).

(e) (1) Notwithstanding any other law, a local government, whether or not it has adopted an ordinance governing automobile parking requirements in multifamily developments, shall not impose automobile parking standards for a streamlined development that was approved pursuant to this section in any of the following instances:

(A) The development is located within one-half mile of public transit.

(B) The development is located within an architecturally and historically significant historic district.

(C) When on-street parking permits are required but not offered to the occupants of the development.

(D) When there is a car share vehicle located within one block of the development.

(2) If the development does not fall within any of the categories described in paragraph (1), the local government shall not impose automobile parking requirements for streamlined developments approved pursuant to this section that exceed one parking space per unit.

(f) Notwithstanding any law, a local government shall not require any of the following prior to approving a development that meets the requirements of this section:

1 (1) *Studies, information, or other materials that do not pertain*
2 *directly to determining whether the development is consistent with*
3 *the objective planning standards applicable to the development.*

4 (2) (A) *Compliance with any standards necessary to receive a*
5 *postentitlement permit.*

6 (B) *This paragraph does not prohibit a local agency from*
7 *requiring compliance with any standards necessary to receive a*
8 *postentitlement permit after a permit has been issued pursuant to*
9 *this section.*

10 (C) *For purposes of this paragraph, “postentitlement permit”*
11 *has the same meaning as provided in subparagraph (A) of*
12 *paragraph (3) of subdivision (j) of Section 65913.3.*

13 ~~(F)~~

14 (g) (1) *If a local government approves a development pursuant*
15 *to this section, then, notwithstanding any other law, that approval*
16 *shall not expire if the project satisfies both of the following*
17 *requirements:*

18 (A) *The project includes public investment in housing*
19 *affordability, beyond tax credits.*

20 (B) *At least 50 percent of the units are affordable to households*
21 *making at or below 80 percent of the area median income.*

22 (2) (A) *If a local government approves a development pursuant*
23 *to this section, and the project does not satisfy the requirements*
24 *of subparagraphs (A) and (B) of paragraph (1), that approval shall*
25 *remain valid for three years from the date of the final action*
26 *establishing that approval, or if litigation is filed challenging that*
27 *approval, from the date of the final judgment upholding that*
28 *approval. Approval shall remain valid for a project provided*
29 *construction activity, including demolition and grading activity,*
30 *on the development site has begun pursuant to a permit issued by*
31 *the local jurisdiction and is in progress. For purposes of this*
32 *subdivision, “in progress” means one of the following:*

33 (i) *The construction has begun and has not ceased for more than*
34 *180 days.*

35 (ii) *If the development requires multiple building permits, an*
36 *initial phase has been completed, and the project proponent has*
37 *applied for and is diligently pursuing a building permit for a*
38 *subsequent phase, provided that once it has been issued, the*
39 *building permit for the subsequent phase does not lapse.*

(B) Notwithstanding subparagraph (A), a local government may grant a project a one-time, one-year extension if the project proponent can provide documentation that there has been significant progress toward getting the development construction ready, such as filing a building permit application.

(3) If the development proponent requests a modification pursuant to subdivision ~~(g)~~, (h), then the time during which the approval shall remain valid shall be extended for the number of days between the submittal of a modification request and the date of its final approval, plus an additional 180 days to allow time to obtain a building permit. If litigation is filed relating to the modification request, the time shall be further extended during the pendency of the litigation. The extension required by this paragraph shall only apply to the first request for a modification submitted by the development proponent.

(4) The amendments made to this subdivision by the act that added this paragraph shall also be retroactively applied to developments approved prior to January 1, 2022.

~~(g)~~

(h) (1) (A) A development proponent may request a modification to a development that has been approved under the streamlined, ministerial approval process provided in subdivision (c) if that request is submitted to the local government before the issuance of the final building permit required for construction of the development.

(B) Except as provided in paragraph (3), the local government shall approve a modification if it determines that the modification is consistent with the objective planning standards specified in subdivision (a) that were in effect when the original development application was first submitted.

(C) The local government shall evaluate any modifications requested pursuant to this subdivision for consistency with the objective planning standards using the same assumptions and analytical methodology that the local government originally used to assess consistency for the development that was approved for streamlined, ministerial approval pursuant to subdivision (c).

(D) A guideline that was adopted or amended by the department pursuant to subdivision ~~(m)~~ (n) after a development was approved through the streamlined, ministerial approval process described in

1 subdivision (c) shall not be used as a basis to deny proposed
2 modifications.

3 (2) Upon receipt of the development proponent's application
4 requesting a modification, the local government shall determine
5 if the requested modification is consistent with the objective
6 planning standard and either approve or deny the modification
7 request within 60 days after submission of the modification, or
8 within 90 days if design review is required.

9 (3) Notwithstanding paragraph (1), the local government may
10 apply objective planning standards adopted after the development
11 application was first submitted to the requested modification in
12 any of the following instances:

13 (A) The development is revised such that the total number of
14 residential units or total square footage of construction changes
15 by 15 percent or more. The calculation of the square footage of
16 construction changes shall not include underground space.

17 (B) The development is revised such that the total number of
18 residential units or total square footage of construction changes
19 by 5 percent or more and it is necessary to subject the development
20 to an objective standard beyond those in effect when the
21 development application was submitted in order to mitigate or
22 avoid a specific, adverse impact, as that term is defined in
23 subparagraph (A) of paragraph (1) of subdivision (j) of Section
24 65589.5, upon the public health or safety and there is no feasible
25 alternative method to satisfactorily mitigate or avoid the adverse
26 impact. The calculation of the square footage of construction
27 changes shall not include underground space.

28 (C) (i) Objective building standards contained in the California
29 Building Standards Code (Title 24 of the California Code of
30 Regulations), including, but not limited to, building plumbing,
31 electrical, fire, and grading codes, may be applied to all
32 modification applications that are submitted prior to the first
33 building permit application. Those standards may be applied to
34 modification applications submitted after the first building permit
35 application if agreed to by the development proponent.

36 (ii) The amendments made to clause (i) by the act that added
37 clause (i) shall also be retroactively applied to modification
38 applications submitted prior to January 1, 2022.

39 (4) The local government's review of a modification request
40 pursuant to this subdivision shall be strictly limited to determining

1 whether the modification, including any modification to previously
2 approved density bonus concessions or waivers, modify the
3 development’s consistency with the objective planning standards
4 and shall not reconsider prior determinations that are not affected
5 by the modification.

6 ~~(h)~~

7 (i) (1) A local government shall not adopt or impose any
8 requirement, including, but not limited to, increased fees or
9 inclusionary housing requirements, that applies to a project solely
10 or partially on the basis that the project is eligible to receive
11 ministerial or streamlined approval pursuant to this section.

12 (2) (A) A local government shall issue a subsequent permit
13 required for a development approved under this section if the
14 application substantially complies with the development as it was
15 approved pursuant to subdivision (c). Upon receipt of an
16 application for a subsequent permit, the local government shall
17 process the permit without unreasonable delay and shall not impose
18 any procedure or requirement that is not imposed on projects that
19 are not approved pursuant to this section. The local government
20 shall consider the application for subsequent permits based upon
21 the objective standards specified in any state or local laws that
22 were in effect when the original development application was
23 submitted, unless the development proponent agrees to a change
24 in objective standards. Issuance of subsequent permits shall
25 implement the approved development, and review of the permit
26 application shall not inhibit, chill, or preclude the development.
27 For purposes of this paragraph, a “subsequent permit” means a
28 permit required subsequent to receiving approval under subdivision
29 (c), and includes, but is not limited to, demolition, grading,
30 encroachment, and building permits and final maps, if necessary.

31 (B) The amendments made to subparagraph (A) by the act that
32 added this subparagraph shall also be retroactively applied to
33 subsequent permit applications submitted prior to January 1, 2022.

34 (3) (A) If a public improvement is necessary to implement a
35 development that is subject to the streamlined, ministerial approval
36 pursuant to this section, including, but not limited to, a bicycle
37 lane, sidewalk or walkway, public transit stop, driveway, street
38 paving or overlay, a curb or gutter, a modified intersection, a street
39 sign or street light, landscape or hardscape, an above-ground or
40 underground utility connection, a water line, fire hydrant, storm

1 or sanitary sewer connection, retaining wall, and any related work,
2 and that public improvement is located on land owned by the local
3 government, to the extent that the public improvement requires
4 approval from the local government, the local government shall
5 not exercise its discretion over any approval relating to the public
6 improvement in a manner that would inhibit, chill, or preclude the
7 development.

8 (B) If an application for a public improvement described in
9 subparagraph (A) is submitted to a local government, the local
10 government shall do all of the following:

11 (i) Consider the application based upon any objective standards
12 specified in any state or local laws that were in effect when the
13 original development application was submitted.

14 (ii) Conduct its review and approval in the same manner as it
15 would evaluate the public improvement if required by a project
16 that is not eligible to receive ministerial or streamlined approval
17 pursuant to this section.

18 (C) If an application for a public improvement described in
19 subparagraph (A) is submitted to a local government, the local
20 government shall not do either of the following:

21 (i) Adopt or impose any requirement that applies to a project
22 solely or partially on the basis that the project is eligible to receive
23 ministerial or streamlined approval pursuant to this section.

24 (ii) Unreasonably delay in its consideration, review, or approval
25 of the application.

26 (i)

27 (j) (1) This section shall not affect a development proponent's
28 ability to use any alternative streamlined by right permit processing
29 adopted by a local government, including the provisions of
30 subdivision (i) of Section 65583.2.

31 (2) This section shall not prevent a development from also
32 qualifying as a housing development project entitled to the
33 protections of Section 65589.5. This paragraph does not constitute
34 a change in, but is declaratory of, existing law.

35 (j)

36 (k) The California Environmental Quality Act (Division 13
37 (commencing with Section 21000) of the Public Resources Code)
38 does not apply to actions taken by a state agency, local government,
39 or the San Francisco Bay Area Rapid Transit District to:

1 (1) Lease, convey, or encumber land owned by the local
2 government or the San Francisco Bay Area Rapid Transit District
3 or to facilitate the lease, conveyance, or encumbrance of land
4 owned by the local government, or for the lease of land owned by
5 the San Francisco Bay Area Rapid Transit District in association
6 with an eligible TOD project, as defined pursuant to Section
7 29010.1 of the Public Utilities Code, nor to any decisions
8 associated with that lease, or to provide financial assistance to a
9 development that receives streamlined approval pursuant to this
10 section that is to be used for housing for persons and families of
11 very low, low, or moderate income, as defined in Section 50093
12 of the Health and Safety Code.

13 (2) Approve improvements located on land owned by the local
14 government or the San Francisco Bay Area Rapid Transit District
15 that are necessary to implement a development that receives
16 streamlined approval pursuant to this section that is to be used for
17 housing for persons and families of very low, low, or moderate
18 income, as defined in Section 50093 of the Health and Safety Code.

19 ~~(k)~~

20 (l) For purposes of establishing the total number of units in a
21 development under this chapter, a development or development
22 project includes both of the following:

23 (1) All projects developed on a site, regardless of when those
24 developments occur.

25 (2) All projects developed on sites adjacent to a site developed
26 pursuant to this chapter if, after January 1, 2023, the adjacent site
27 had been subdivided from the site developed pursuant to this
28 chapter.

29 ~~(t)~~

30 (m) For purposes of this section, the following terms have the
31 following meanings:

32 (1) “Affordable housing cost” has the same meaning as set forth
33 in Section 50052.5 of the Health and Safety Code.

34 (2) (A) Subject to the qualification provided by subparagraphs
35 (B) and (C), “affordable rent” has the same meaning as set forth
36 in Section 50053 of the Health and Safety Code.

37 (B) For a development for which an application pursuant to this
38 section was submitted prior to January 1, 2019, that includes 500
39 units or more of housing, and that dedicates 50 percent of the total
40 number of units, before calculating any density bonus, to housing

1 affordable to households making at, or below, 80 percent of the
2 area median income, affordable rent for at least 30 percent of these
3 units shall be set at an affordable rent as defined in subparagraph
4 (A) and “affordable rent” for the remainder of these units shall
5 mean a rent that is consistent with the maximum rent levels for a
6 housing development that receives an allocation of state or federal
7 low-income housing tax credits from the California Tax Credit
8 Allocation Committee.

9 (C) For a development that dedicates 100 percent of units,
10 exclusive of a manager’s unit or units, to lower income households,
11 “affordable rent” shall mean a rent that is consistent with the
12 maximum rent levels stipulated by the public program providing
13 financing for the development.

14 (3) “Department” means the Department of Housing and
15 Community Development.

16 (4) “Development proponent” means the developer who submits
17 a housing development project application to a local government
18 under the streamlined, ministerial review process pursuant to this
19 section.

20 (5) “Completed entitlements” means a housing development
21 that has received all the required land use approvals or entitlements
22 necessary for the issuance of a building permit.

23 (6) “Health care expenditures” include contributions under
24 Section 401(a), 501(c), or 501(d) of the Internal Revenue Code
25 and payments toward “medical care,” as defined in Section
26 213(d)(1) of the Internal Revenue Code.

27 (7) “Housing development project” has the same meaning as in
28 Section 65589.5.

29 (8) “Locality” or “local government” means a city, including a
30 charter city, a county, including a charter county, or a city and
31 county, including a charter city and county.

32 (9) “Moderate-income housing units” means housing units with
33 an affordable housing cost or affordable rent for persons and
34 families of moderate income, as that term is defined in Section
35 50093 of the Health and Safety Code.

36 ~~(10) “Objective planning standards” shall not include standards~~
37 ~~in the California Building Standards Code (Title 24 of the~~
38 ~~California Code of Regulations), local building codes, fire codes,~~
39 ~~noise ordinances, other codes requiring detailed technical~~
40 ~~specifications, studies that are evaluated with subsequent permits;~~

1 or other standards that are not reasonably ascertainable by the local
2 government within the time limits set forth in subdivisions (c) and
3 (d). Excluded objective planning standards include, but are not
4 limited to, construction logistics plans, plumbing plans, electrical
5 plans, grading, excavation plans, geotechnical studies, and offsite
6 public improvement plans.

7 (11)

8 (10) “Production report” means the information reported
9 pursuant to subparagraph (H) of paragraph (2) of subdivision (a)
10 of Section 65400.

11 (12)

12 (11) “State agency” includes every state office, officer,
13 department, division, bureau, board, and commission, but does not
14 include the California State University or the University of
15 California.

16 (13)

17 (12) “Reporting period” means either of the following:

18 (A) The first half of the regional housing needs assessment
19 cycle.

20 (B) The last half of the regional housing needs assessment cycle.

21 (14)

22 (13) “Urban uses” means any current or former residential,
23 commercial, public institutional, transit or transportation passenger
24 facility, or retail use, or any combination of those uses.

25 (m)

26 (n) The department may review, adopt, amend, and repeal
27 guidelines to implement uniform standards or criteria that
28 supplement or clarify the terms, references, or standards set forth
29 in this section. Any guidelines or terms adopted pursuant to this
30 subdivision shall not be subject to Chapter 3.5 (commencing with
31 Section 11340) of Part 1 of Division 3 of Title 2 of the Government
32 Code.

33 (n)

34 (o) The determination of whether an application for a
35 development is subject to the streamlined ministerial approval
36 process provided by subdivision (c) is not a “project” as defined
37 in Section 21065 of the Public Resources Code.

38 (o)

39 (p) Notwithstanding any law, for purposes of this section and
40 for development on property owned by or leased to the state, the

1 Department of General Services may act in the place of a locality
2 or local government, at the discretion of the department.

3 ~~(p)~~

4 (q) The provisions of clause (iii) of subparagraph (E) of
5 paragraph (8) of subdivision (a) relating to health care expenditures
6 are distinct and severable from the remaining provisions of this
7 section. However, the remaining portions of paragraph (8) of
8 subdivision (a) are a material and integral part of this section and
9 are not severable. If any provision or application of paragraph (8)
10 of subdivision (a) is held invalid, this entire section shall be null
11 and void.

12 ~~(q)~~

13 (r) It is the policy of the state that this section be interpreted
14 and implemented in a manner to afford the fullest possible weight
15 to the interest of, and the approval and provision of, increased
16 housing supply.

17 SEC. 3. The Legislature finds and declares that ensuring access
18 to affordable housing is a matter of statewide concern and is not
19 a municipal affair as that term is used in Section 5 of Article XI
20 of the California Constitution. Therefore, Section 2 of this act
21 amending Section 65913.4 of the Government Code applies to all
22 cities, including charter cities.

23 SEC. 4. No reimbursement is required by this act pursuant to
24 Section 6 of Article XIII B of the California Constitution because
25 a local agency or school district has the authority to levy service
26 charges, fees, or assessments sufficient to pay for the program or
27 level of service mandated by this act or because costs that may be
28 incurred by a local agency or school district will be incurred
29 because this act creates a new crime or infraction, eliminates a
30 crime or infraction, or changes the penalty for a crime or infraction,
31 within the meaning of Section 17556 of the Government Code, or
32 changes the definition of a crime within the meaning of Section 6
33 of Article XIII B of the California Constitution.

O



March 14, 2023

The Honorable Scott Wiener
Chair, Senate Committee on Housing
1021 O Street, Suite 3330
Sacramento, CA 95814

RE: **SB 423 (Wiener) Streamlined housing approvals: multifamily housing developments: SB 35 (Chapter 366, Statutes of 2017) Expansion. Notice of Opposition**

Dear Senator Wiener:

The League of California Cities (Cal Cities) writes to express our opposition to your measure, SB 423, which would greatly expand SB 35 (Chapter 366, Statutes of 2017) provisions and eliminate the January 1, 2026 sunset date.

On any given day, newspaper headlines in California and across the nation are highlighting the state's growing housing supply and affordability crisis. [Seven in ten Californians](#) view housing affordability as one of the top problems in their community, and there is [growing concern from residents](#) that housing prices are so expensive, younger generations will be priced out of ever being able to buy a home.

City officials intimately understand this crisis as it plays out in their communities every day. Local leaders are working to find creative solutions so homes of all income levels can be built. They're taking on these difficult and complex tasks, and in many cases successfully planning for more than 2.5 million new homes statewide, all while navigating the state's annual barrage of overreaching housing bills that have thus far demonstrated limited success.

SB 423 is the latest overreaching bill. This measure would double-down on the recent trend of the state overriding its own mandated local housing plans by forcing cities to approve certain housing projects without regard to the needs of the community, opportunities for environmental review, or public input. While it may be frustrating for some developers to address neighborhood concerns about traffic, parking, and other development impacts, those directly affected by such projects have a right to be heard. Public engagement also often leads to better projects. Not having such outlets will increase public distrust in government and result in additional ballot measures limiting housing development.

Instead of continuing to pursue top-down, one-size-fits-all legislation, lawmakers should partner with local officials. That's why the League of California Cities is calling on the Governor and lawmakers to include a \$3 billion annual investment in the state budget



to help cities prevent and reduce homelessness and spur housing development. Targeted, ongoing funding is the only way cities can find community-based solutions that get our residents off the streets and keep them in their homes. California will never produce the number of homes needed with an increasingly state driven, by-right housing approval process. What is really needed is a sustainable state investment that matches the scale of this long-term crisis.

For these reasons, Cal Cities respectfully opposes your measure, SB 423. If you have any questions, please do not hesitate to contact me at (916) 658-8264.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Rhine".

Jason Rhine
Assistant Director, Legislative Affairs

Cc: Members, Senate Committee on Housing



CITY OF PINOLE

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2131 Pear Street
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www.ci.pinole.ca.us

May 3, 2023

The Honorable Scott Wiener
Chair, Senate Committee on Housing
1021 O Street, Suite 3330
Sacramento, CA 95814

RE: SB 423 (Wiener) Streamlined housing approvals: multifamily housing developments: SB 35 (Chapter 366, Statutes of 2017) Expansion.
Notice of Opposition

Dear Senator Scott Wiener,

The City Council of Pinole writes to express its opposition to SB 423, which would expand SB 35 (Chapter 366, Statutes of 2017) provisions and eliminate the January 1, 2026 sunset date.

On any given day, newspaper headlines in California and across the nation are highlighting the state's growing housing supply and affordability crisis. Seven in ten Californians view housing affordability as one of the top problems in their community, and there is growing concern from residents that housing prices are so expensive, younger generations will be priced out of ever being able to buy a home.

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SB 423 is the latest overreaching bill. This measure would double-down on the recent trend of the state overriding its own mandated local housing plans by forcing cities to approve certain housing projects without regard to the needs of the community, opportunities for environmental review, or public input. While it may be frustrating for some developers to address neighborhood concerns about traffic, parking, and other development impacts, those directly affected by such projects have a right to be heard. Public engagement also often leads to better projects. Not having such outlets will increase public distrust in government and result in additional ballot measures limiting housing development.

Instead of continuing to pursue top-down, one-size-fits-all legislation, lawmakers should partner with local officials. That's why the League of California Cities is calling on the Governor and

lawmakers to include a \$3 billion annual investment in the state budget to help cities prevent and reduce homelessness and spur housing development. Targeted, ongoing funding is the only way cities can find community-based solutions that get our residents off the streets and keep them in their homes. California will never produce the number of homes needed with an increasingly state driven, by-right housing approval process. What is really needed is a sustainable state investment that matches the scale of this long-term crisis.

For these reasons, the City Council of Pinole respectfully opposes SB 423.

Sincerely,

Devin T. Murphy
Mayor
City of Pinole

Cc: Honorable Senator Nancy Skinner (Via email)
Honorable Assembly Member Buffy Wicks (Via email)
Sam Caygill, East Bay Division, League of California Cities (Via email)
League of California Cities (Via email: cityletters@cacities.org)

**CITY COUNCIL****12A****DATE: MAY 2, 2023****TO: MAYOR AND COUNCIL MEMBERS****FROM: SANJAY MISHRA, PUBLIC WORKS DIRECTOR****SUBJECT: CITY ROAD CONDITION AND PAVEMENT MANAGEMENT PROGRAM
UPDATE**

RECOMMENDATION

It is recommended that the City Council receive an update on the condition of the City's roads and the City's Pavement Management Program, review the present funding sources, and review the pavement sections targeted for treatment in the upcoming fiscal year.

BACKGROUND

The City Council requested a future City Council agenda item on the state of the City's roads and a strategy to address the road conditions.

Staff provided an update on the City's pavement condition and presented various scenarios and funding needs for those scenarios during the April 18, 2023, City Council meeting. The City Council staff report (with attachment) and presentation for that item are attached.

The City Council received the information, deliberated on the subject, and decided to continue this item to the next Council meeting (May 2, 2023).

REVIEW AND ANALYSIS

Street condition is a service level decision that each community needs to make, in consideration of financial resources and competing demands. Over the next few months, there will be a public engagement process to get community input on the desired street condition level. After gathering community feedback, staff will make a recommendation to City Council about the appropriate street condition level and associated funding needs to incorporate into the City's Long Term Financial Plan.

FISCAL IMPACT

There is no fiscal impact to receiving this report.

ATTACHMENTS

- A: April 18, 2023, City Council staff report and attachment for City Road Condition and Pavement Management Program Update
- B: April 18, 2023, City Council presentation for City Road Condition and Pavement Management Program Update



CITY COUNCIL

ATTACHMENT A

DATE: **APRIL 18, 2023**

TO: **MAYOR AND COUNCIL MEMBERS**

FROM: **SANJAY MISHRA, PUBLIC WORKS DIRECTOR**

SUBJECT: **CITY ROAD CONDITION AND PAVEMENT MANAGEMENT PROGRAM UPDATE**

RECOMMENDATION

It is recommended that the City Council receive an update on the condition of the City’s roads and the City’s Pavement Management Program, review the present funding sources, and review the pavement sections targeted for treatment in the upcoming fiscal year.

BACKGROUND

The City Council requested a future City Council agenda item on the state of the City’s roads and a strategy to address the road conditions.

The City operates a Pavement Management Program, which involves regularly assessing the condition of all of the City’s public roads; identifying where to invest the City’s limited resources for road repair and maintenance to achieve the highest return on investment; scheduling repair and maintenance projects; preparing plans, specifications, and engineer’s estimates for projects; and implementing repair and maintenance projects. The Pavement Management Program is a key component of the City’s Capital Improvement Program.

The City of Pinole participates with the Metropolitan Transportation Commission (MTC) in their Pavement Technical Assistance Program (P-TAP). Through P-TAP, the City receives funding through which an MTC-selected consultant assesses the conditions of all of the City’s public roads, resulting in a pavement condition index (PCI) score for the City’s public roads.

The City of Pinole participates in P-TAP once every two years, which is the typical cycle. The City last participated in P-TAP Round 22 (PTA-22, 2021/2022), at which time the citywide PCI for Pinole was determined to be 57. There is a decrease from the PCI of 62 determined in 2019.

In total, 52.02 centerline miles (118.63 lane miles) in the City were inspected. Each of 351 pavement sections were inspected and assigned an index score. This most recent inspection shows the City of Pinole has a backlog of approximately \$32 million in

pavement maintenance and repair work. The backlog is the accumulated cost of road rehabilitation projects that would be required to bring the City's PCI score to 70 but have been deferred due to funding constraints.

The following table is a breakdown of the City's current road network pavement condition categories.

Approximately 37.9% of the City's road network has a PCI of 70 or better.

Table 1: Current Pavement Condition Categories

Current Condition Categories	Arterial	Collector	Residential	Network
Condition I - Good to Excellent (PCI 70 - 100)	9.1%	6.4%	22.5%	37.9%
Condition II/III - At Risk to Fair (PCI 50 - 69)	4.2%	2.4%	16.1%	22.7%
Condition IV - Poor (PCI 25 - 49)	5.9%	2.8%	13.8%	22.5%
Condition V - Failed to Very Poor (PCI 0 - 24)	1.3%	4.6%	11.0%	16.9%
Total	20.5%	16.2%	63.4%	100.0%

Funding for the City's Pavement Management Program historically has come from our local tax Measure S 2014 and other occasional State and federal grants. The City has historically allocated \$500,000 per year for pavement maintenance from Measure S 2014. Senate Bill 1 (SB1) increased funding for Pinole by approximately \$350,000 annually.

In the past, the City has performed slurry seals and some overlays with this funding allocation. The PTAP-22 Pavement Condition Report includes a decision matrix to aid in selecting the most opportunistic sections of roadway to schedule for maintenance and rehabilitation.

The five funding scenarios detailed below are five-year projections and provide useful "what-if" information on expected PCI and backlog values that may occur at different funding constraints. The attached P-TAP 22 report analyses the following five scenarios.

- Scenario 1 – Current Budget
- Scenario 2 – Constant PCI
- Scenario 3 – Plus 5 PCI Increase
- Scenario 4 – Optimal PCI Conditions
- Scenario 5 – Unfunded Scenario

Please note the budget figures are not adjusted for inflation and represent costs in 2022 dollars.

Based on the current roadway conditions, it is estimated that it would cost the City approximately \$55 million over the next five years to bring the entire network to an average PCI of optimal (79-84 PCI range) by the end of 2026.

If the City were to maintain its current level of expenditures on road maintenance and repair, approximately \$1,000,000 annually, it is anticipated that the City's average PCI will decrease from 57 to 52 over the next five years.

The Pavement Condition Report advises spending on preventive maintenance, which follows the advice of P-TAP, as it generates better results and saves money in the long run, rather than repairing failed pavements. ATTACHMENT A – 2021/22 Pavement Management Report provides a cost summary (Section III – Page 65 of the report) and a Network Condition Summary for all the above scenarios and provides an in-depth analysis. The report also lists road segments that can be programmed for rehabilitation under different budget scenarios.

REVIEW AND ANALYSIS

The lifecycle of a typical road is 25 to 30 years. The road deteriorates by 35% in its first 10 to 12 years. Cities are tasked with directing limited resources to a road system that has varying PCI scores throughout. The roads with the lowest PCI most often receive the most complaints from drivers. But getting the most out of our limited resources means choosing the right roads to treat at the right stage of life. MTC, our technical partner, calls it "fix it first". This means we fix the roads that are in good shape first to extend their useful life.

There are three primary types of treatment relied upon to extend the life of a road. They include preventative treatment, cape seal/thin overlay, and reconstruction.

- Preventive treatment, which includes minor patching, crack sealing, and slurry seal, is typically for a road with a PCI of 70 and costs an estimated \$5 per square yard;
- A cape seal or thin overlay is for a road with a PCI of 50 to 70 and costs \$20 to \$40 per square yard; and
- Once the road is below a PCI of 25, replacement is the only option and can cost in excess of \$130+ per square yard, or 30 times the cost of preventive measures.

The economics of road repair clearly show that the City can treat four times more road miles with a slurry seal than a thin overlay. Preventative treatments are recommended every five years for roads with a PCI of 70 or higher. For one mile of road in the worst shape, if we continue to defer its rehabilitation, we can direct the same amount of resources to 30 times or 30 miles of roads still in good shape.

Street condition is a service level decision that each community needs to make, in consideration of financial resources and competing demands. Over the next few months, there will be a public engagement process to determine the appropriate street condition level. After gathering community feedback, staff will make a recommendation to City Council about the appropriate street condition level and associated funding needs to incorporate into the City's Long Term Financial Plan.

FISCAL IMPACT

There is no fiscal impact to receiving this report.

ATTACHMENTS

ATTACHMENT A: 2021/2022 Pavement Management Report



Pavement Management Technical Assistance Program (P-TAP) Round 22

2021/2022 Pavement Management Report

Final Report (04/25/22)

Prepared By:

AMS Consulting

5627 Stoneridge Drive, Suite 320

Pinole, CA 94588



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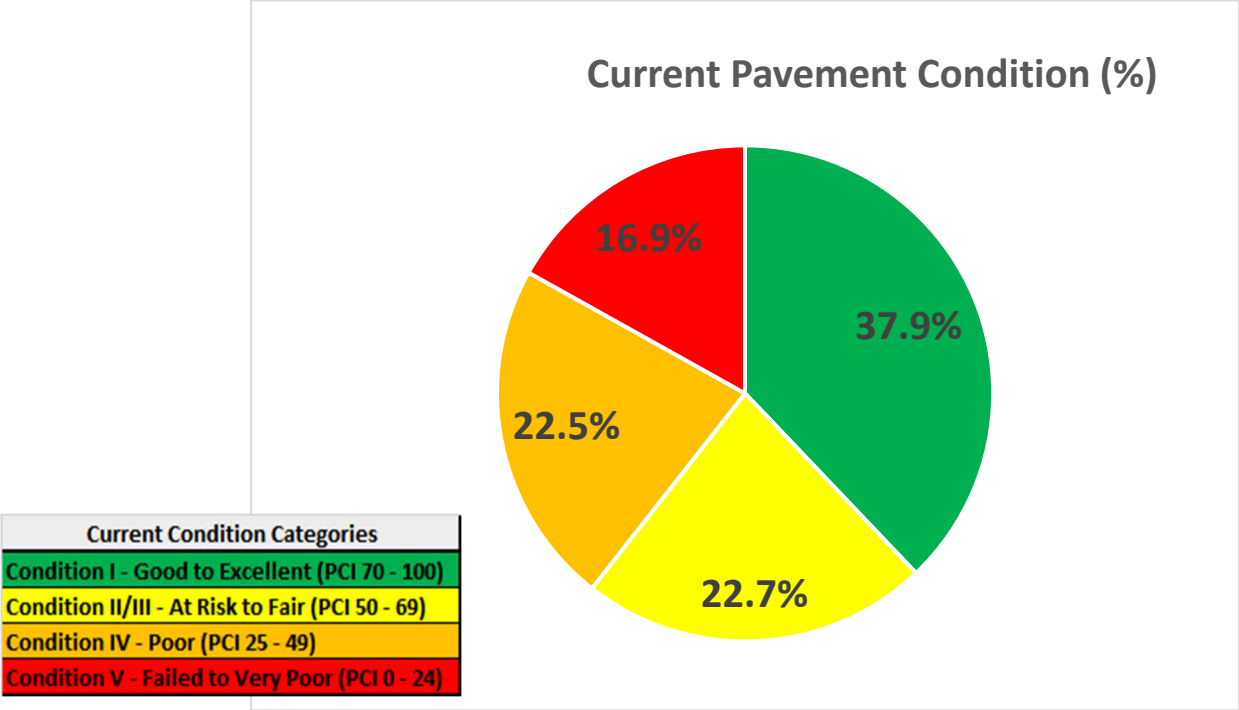
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EXECUTIVE SUMMARY

The City of Pinole’s street network is 52.02 centerline miles in length and covers approximately 10,296,208 square feet of pavement. This network is an essential asset and is among the most valuable assets maintained by the City. This asset is worth over \$130.8 million to replace¹. Through the Metropolitan Transportation Commission (MTC) Pavement Management Technical Assistance Program (P-TAP), the City completed a comprehensive pavement management update that included field inspections and an update of the City’s pavement management software. With the most recent inspection information and treatments, the City’s overall pavement condition index (PCI) is 57, which is classified as “At-Risk to Fair” for MTC standards. The PCI is a numerical rating from 0 – 100, with 0 being a failed street, and 100 being a brand new pavement. Approximately 37.9% of the City’s roads have a PCI of 70 and above (**Figure ES 1**)

Figure ES 1 – Overview of City’s Current Pavement Condition



¹ The valuation is assessed by the assumption of replacing the entire street network with a new street valued in today’s dollar.



An adequately designed asphalt street typically lasts twenty years without the need of total reconstruction. However, if conditions change, such as higher daily traffic usage, then reconstruction of the pavement may be warranted sooner. Extending the life of the pavement with pavement preservation, as opposed to the replacement of pavement is the goal of a pavement management program.

Five budget scenarios were evaluated as part of the P-TAP update. AMS used the MTC StreetSaver pavement management software to run various budget scenarios. Based on a series of assumptions, StreetSaver allocates available funds across the street network, recommends improvements, and forecasts future PCI if recommendations are implemented.

The five funding scenarios detailed below are five-year projections and provides useful “what-if” information on expected PCI and backlog values that may occur at different funding constraints. Backlog is the cost of a project that is recommended for treatment in the first year but deferred to the following years due to funding constraints. The following scenarios were analyzed and detailed below.

Scenario 1 – Current Budget

- Average funding of \$1.0 million per year on maintenance and rehabilitation.
- PCI decreases from 57 to 54
- Backlog increases from \$31.8 to \$48.0 million
- 46% of City streets will have a PCI equal to or greater than 70

Scenario 2 – Constant PCI

- Average funding of \$1.7 million per year for maintenance and rehabilitation
- PCI is constant at 57 at the end of five years
- Backlog increases from \$31.8 to \$42.5 million
- 50.2% of City streets will have a PCI equal to or greater than 70



Scenario 3 – Plus 5 PCI Increase

- Average funding of \$3.0 million per year for maintenance and rehabilitation
- PCI increases to 62 at the end of five years
- Backlog increases from \$31.8 to \$39.2 million
- 62.2% of City streets will have a PCI equal to or greater than 70

Scenario 4 – Optimal PCI Conditions

- Average funding of \$11 million per year for maintenance and rehabilitation
- PCI increases to 84 at end of five years
- Backlog decreases from \$31.8 to \$1.8 million
- 95.3% of City streets will have a PCI equal to or greater than 70

Scenario 5 – Unfunded Scenario

- Average funding of \$0 million per year for maintenance and rehabilitation
- PCI decreases to 47 at end of five years
- Backlog increases from \$31.8 to \$49.8 million
- 32.0% of City streets will have a PCI equal to or greater than 70

Table ES 1 – Summary of different funding levels (Scenarios)

	Scenario 1. Current Budget (\$1M Budget)	Scenario 2. Constant PCI	Scenario 3. Plus 5 PCI Increase	Scenario 4. Optimal PCI Conditions	Scenario 5. Unfunded \$0 (PCI)
Average Yearly Budget	\$1,000,000	\$2,227,482	\$3,470,017	\$11,016,647	\$0
Total Budget for 5 Years	\$5,000,000	\$11,137,408	\$17,350,084	\$55,083,235	\$0
Current PCI	57	57	57	57	57
Current Backlog	\$31,784,206	\$31,784,206	\$31,784,206	\$31,784,206	\$31,784,206
Current % in 'Good' condition	37.90%	37.90%	37.90%	37.90%	37.90%
PCI after 5 years (change)	54 (-3)	57 (0)	62 (+5)	84 (+27)	47 (-10)
Backlog after 5 years	\$48,087,650	\$42,520,326	\$39,243,160	\$1,782,564	\$49,794,929
% 'Good' in 5 years	41.4	50.9	62.2	95.1	31.9
% 'Fair' in 5 years	14.4	14.0	10.9	2.2	16.4
% 'Poor' in 5 years	17.8	8.8	1.5	1.5	25.4
% 'Very Poor' in 5 years	26.4	26.3	25.4	1.2	26.3



INTRODUCTION

Paved streets in the City of Pinole are among the many assets utilized by every resident, visitor, and business. A good street network enhances public safety, promotes mobility, and enables economic activity. The City is responsible for 52.02 centerline miles of roads or 118.63 lane miles². This asset comprises over 10.2 million square feet of asphalt concrete and is estimated at \$130.8 million to replace.

AMS Consulting (AMS) was selected as the City's Pavement Management Consultant through the MTC P-TAP program. The program helps local agencies in the San Francisco Bay Area update their pavement management program through inspection surveys and reporting. The program is designed to help agencies stretch their pavement expenditures by:

- Implementing, updating, and maintaining pavement management databases; and
- Providing updated pavement condition data of the network and each street segment.

What is a Pavement Management System?

Pavement Management is the systematic process that is used to oversee the City's paved surfaces by measuring the condition, tracking the maintenance and rehabilitation of pavement sections. These pavement sections can be organized by area, zones, and functional classifications. Effective pavement management strategies include condition assessment, life-cycle costs analysis, and budget projections that can identify segments of pavement in need of maintenance or repair.

Please note, the pavement management software is a network-level support tool for planning and budgeting purposes. The City is not bound by StreetSaver's recommendation and is not a substitute for sound engineering judgment. Pavement management projects can be manually added or removed

² Lane mile is equal to 5,280 linear feet multiplied by the number of lanes.



from the StreetSaver's recommended sections selected for treatment based on other special considerations.

Why is a Pavement Management System important?

The City's paved surfaces are a vital asset to the community. It is essential that this asset is preserved and maintained. The pavement management program seeks a balance between pavement maintenance and rehabilitation of existing surfaces. The most cost-effective way to correct any paved surface problem is to address issues when they first appear. That is why funds are targeted to paved areas or sections rated in fair or good condition for preventative maintenance. Without maintenance, these paved asphalt concrete surfaces would quickly deteriorate and be more expensive to fix in the future.

Scope

As part of the P-TAP Round 22 grant, AMS was responsible for inspecting Arterial, Collector, and Residential streets. For each pavement section, a Pavement Condition Index (PCI) score was assigned, which gives a numerical indication of the pavement's current condition.

The condition assessment results are used to determine the remaining useful life and develop on-going major maintenance strategies. Cost analysis also provides the City with an understanding of its short-term pavement needs. This information projects the annual costs for maintenance and rehabilitation to bring the overall network PCI to optimal conditions.



CURRENT STATE OF ROADS

Road Network

The City's road network is classified into three functional classifications:

Arterial

These roadways provide a high degree of mobility while allowing direct access to abutting properties. These roadways serve major activity centers in an urban setting and have the highest volume and longest trip demand within a city. They interconnect other major corridors to accommodate trips entering and leaving the City. These roads also serve the need for "intra-area" travel between the business district and outlying residential areas. An example of an arterial in Pinole is Pinole Valley Road.

Also, Arterials primarily serve intra-urban or local travel, carrying traffic from Collector streets to and from other parts of the City and limited access roadways. Access to properties bordering these streets is subordinate to the primary function of moving traffic. The typical design speed on an arterial is 45 miles per hour, and it has two or four lanes. Parking is generally not provided on arterials.

Collector

The primary function of Collector streets is a combination of access and mobility. These streets provide links between Local streets and Arterials. They are designed to serve neighborhood traffic rather than cross-town traffic, including trips between adjacent neighborhoods. The design speed for collectors is typically 35 miles per hour. On-street parking is usually provided.

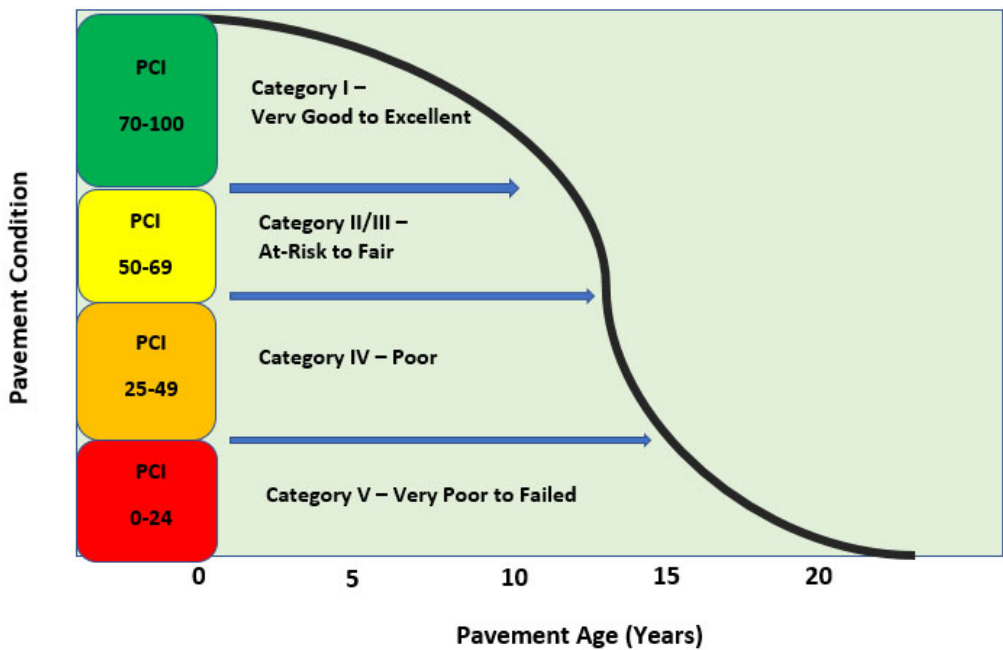


Residential/Local

Unlike other categories, local roads are not intended for long-distance travel except at the origin or destination end of a trip. These roads are typically classified by default after arterial and collector streets have been identified. Local roads provide the highest level of accessibility and carry no through traffic movement. The primary function of local streets is access to adjacent land uses. Parking is usually offered along local roads, and speed limits are typically 25 miles per hour.

Each street is not built the same and therefore does not share the same deterioration curves or have the same life expectancy. **Figure 1** is an example of the City’s current life expectancy for pavement. The useful life for an arterial is much shorter than a residential street, which is due to the amount of traffic.

Figure 1. Pavement Life Expectancy





The City of Pinole owns and manages 52.02 centerline miles of pavement. This equates to 118.63 lane miles. **Table 1** is a summary of the City’s road network.

Table 1. City Network Summary Statistics

Functional Classification	Total Sections	Total Center Miles	Total Lane Miles	Total Area (SF)	PCI
Arterial	25	7.26	24.97	2,113,863	58
Collector	23	7.3	18.75	1,655,413	51
Residential/Local	302	37.46	74.91	6,526,932	56
	350.00	52.02	118.63	10,296,208	

Pavement Condition Assessment

A pavement surface assessment is completed by identifying surface distresses within each pavement management section. Inspections entail evaluating a representative sample (10% of the area) and identifying eight different types of pavement surface distresses; three severities (low, medium, and heavy), and quantifying them. **Figure 2** is an example of eight different surface distress types. Inspectors use StreetSaver as a tool to calculate the condition of each management section. StreetSaver is an industry-standard (modified ASTM 6433) software used to generate a pavement rating known as a PCI (Pavement Condition Index). A PCI rating index is a numerical value between 0 to 100, with 0 being a failed road and 100 being a brand-new street (**Figure 3**). The PCI is calculated using StreetSaver system algorithms that MTC developed.



Figure 2. Sample of Pavement Distress Types

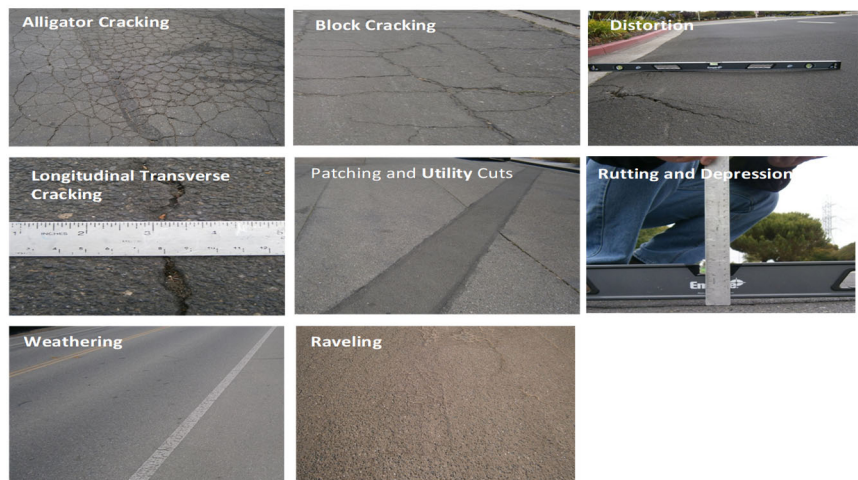
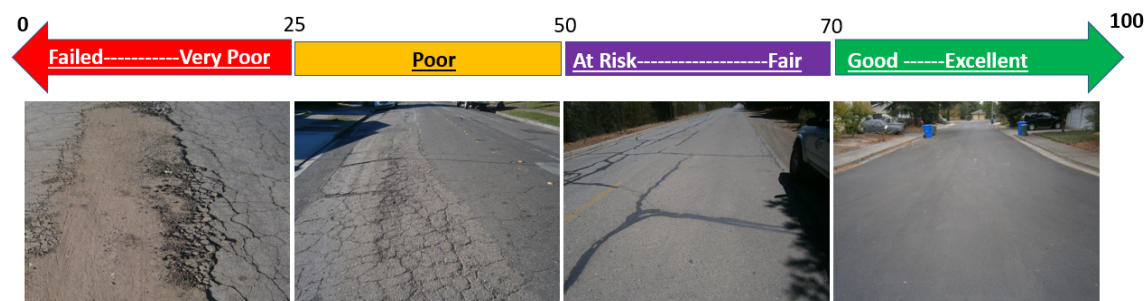


Figure 3. Sample of PCI Condition Categories



Pavement Condition Index (PCI)

After the 2021 pavement management update and recent pavement projects (slurry and resurfacing), the City’s overall network PCI is 57 PCI. The overall network condition is a weighted average PCI, which is equal to each management section PCI multiplied by its area and divided by the network's total area.



Figure 4 is a street-by-street map of the pavement condition index.

Figure 4. Street-by-Street Map of Pavement Condition Index (2021)

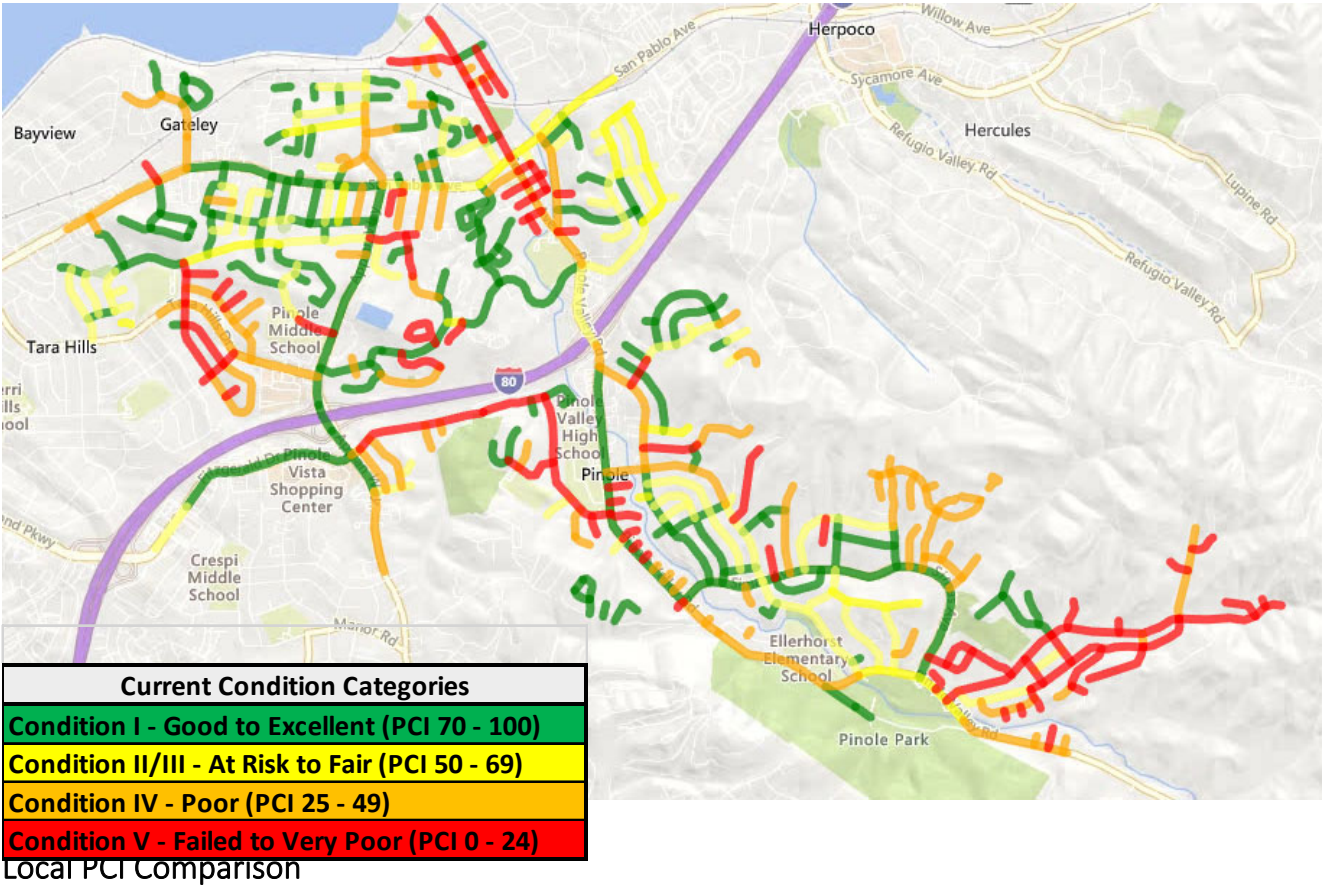


Figure 5 is a PCI comparison of local agencies Contra Costa County. Results were obtained from the MTC Vital Signs website. MTC results³ show that the City’s overall network PCI is 10 points below the San Francisco Bay Area average PCI (67).

³ PCI Results are from the latest MTC Pothole report 2019.



Figure 5. Local Agency PCI Comparison

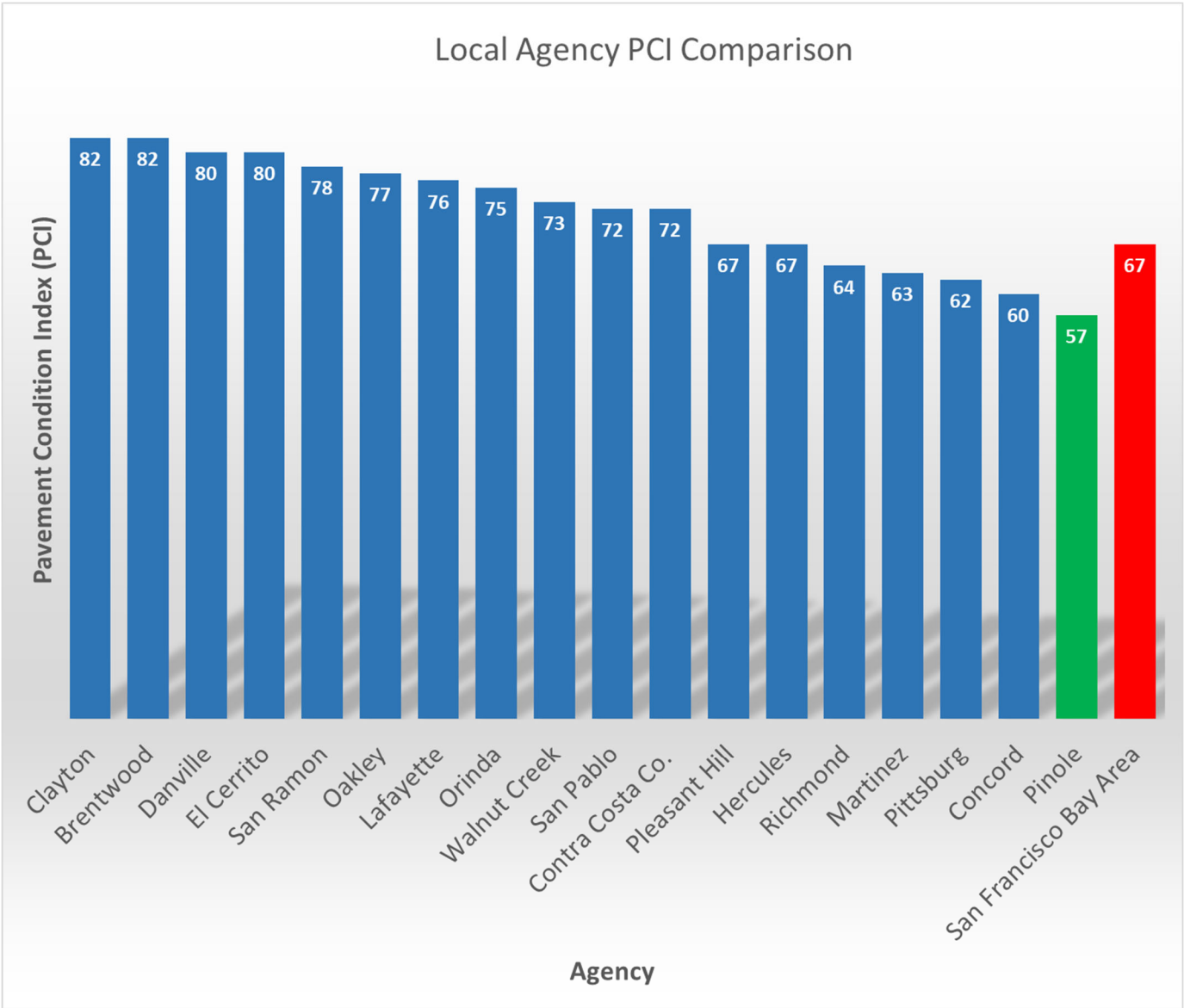




Table 2 is a breakdown of the City’s current road network pavement condition categories.

Approximately 37.9% of the City’s road network has a PCI of 70 or better.

Table 2. Current Pavement Condition Categories

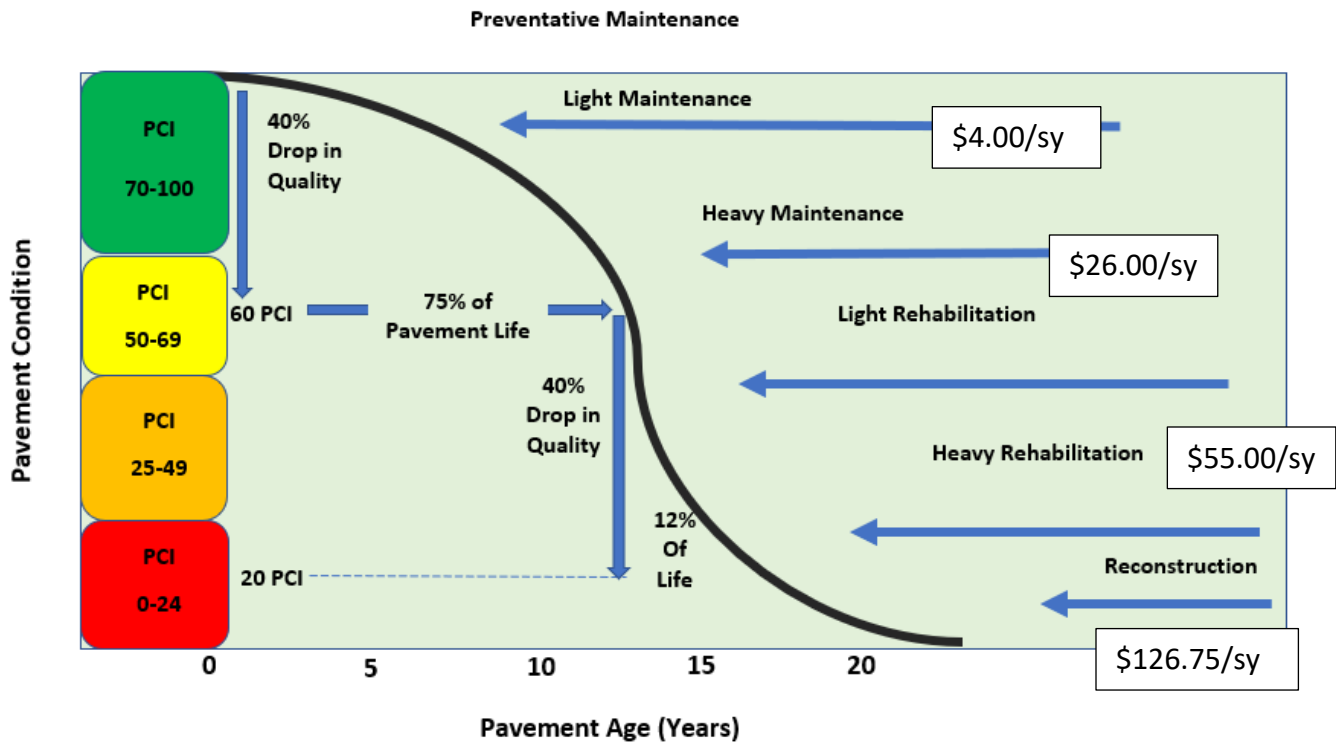
Current Condition Categories	Arterial	Collector	Residential	Network
Condition I - Good to Excellent (PCI 70 - 100)	9.1%	6.4%	22.5%	37.9%
Condition II/III - At Risk to Fair (PCI 50 - 69)	4.2%	2.4%	16.1%	22.7%
Condition IV - Poor (PCI 25 - 49)	5.9%	2.8%	13.8%	22.5%
Condition V - Failed to Very Poor (PCI 0 - 24)	1.3%	4.6%	11.0%	16.9%
Total	20.5%	16.2%	63.4%	100.0%

Maintenance and Rehabilitation Strategies

The City’s current maintenance activities vary from project to project; each maintenance activity is based upon the section’s functional classification (arterial, collector, and local), surface type, and PCI. **Figure 6** illustrates a general pavement life cycle curve. The curve shows that pavements deteriorate only 40 percent in quality in the first 75 percent of their life; this deterioration subsequently accelerates rapidly, resulting in another 40 percent drop in quality in the next 12 percent of life. Therefore, investing in preventative maintenance in the good streets (70 and above) can save the City a significant amount of money in rehabilitation and reconstruction costs in the future. MTC recommends that the City continues its efforts in utilizing the recommended cost-effective treatments such as crack seals, slurry seals, and microsurfacing. City staff has reviewed the maintenance strategies, and AMS has updated the StreetSaver pavement management system. Part of the update was to review and revise the system unit costs. These unit costs are used to calculate total funding and budget need calculation. These unit costs are “Total Project Costs” that include but are not limited to administration, construction, design, etc.



Figure 6. Standard Deterioration Curve



Types of Treatments for roads with a PCI between 70 – 100 (Light Maintenance)

Crack Sealing⁴

Surface Crack is an inevitable distress and is one of the first signs of distress that occurs at the pavement surface. If this distress is neglected over time, it can grow to a pothole and eventually sub-base failure if left untreated. Crack Sealing is a cost-effective treatment and can treat all types of cracks greater than 1/8". This treatment slows the deterioration and can extend a pavement life three to five years.

Fog Seals⁵

Fog Seal is a single application, typically light, of emulsified asphalt to an existing asphalt surface. This maintenance treatment can be used to renew an oxidized road (weathered), improve the surface appearance, seal minor cracks and surface voids, and inhibit raveling. This treatment extends the pavement life two to four years.

⁴ https://roadresource.org/treatment_resources/crack_seal

⁵ https://roadresource.org/treatment_resources/fog_seal



[Slurry Seals⁶](#)

Slurry seal is a surface treatment designed to extend the life of asphalt pavements in good condition by providing skid resistance, restricting moisture intrusion, protecting the structure from further oxidation and raveling, and restoring a uniform black appearance. The slurry seal provides quick construction times and minimal disruption to the traveling public. This treatment can extend the life of the pavement by five to seven years.

[Microsurfacing⁷](#)

Microsurfacing is a surface treatment designed to extend the life of asphalt pavements in good condition by providing skid resistance, restricting moisture intrusion, protecting the structure from further oxidation and raveling, and restoring a uniform black appearance. It is the most economical choice when leveling is required. Micro surfacing boasts quick construction times and minimal disruption to the traveling public. This treatment extends the pavement life six to eight years.

Types of Treatments for roads with a PCI between 60 – 90 (Heavy / Light Maintenance)

[Chip Seal⁸](#)

A chip seal is a roadway surface treatment that consists of a layer(s) of asphalt binder (hot or emulsion) with a layer(s) of embedded aggregate. Chip seals provide a new skid-resistant wearing surface, stops raveling, seals minor cracks, and retards further deterioration of the existing roadway. Chip seal binders can be polymer-modified to improve aggregate retention and provide for a quicker return to traffic. This treatment can be used on roads with a PCI of 60 and above and can extend the pavement life five to seven years.

[Cape Seals⁹](#)

A cape seal is a roadway surface treatment designed to extend pavements' lives in fair to good condition, consisting of a chip seal treatment covered by a slurry seal or microsurfacing treatment. Cape seals provide the benefits of both the chip seal and the slurry seal or micro surfacing treatment,

⁶ https://roadresource.org/treatment_resources/slurry_seal

⁷ https://roadresource.org/treatment_resources/micro_surfacing

⁸ https://roadresource.org/treatment_resources/chip_seal

⁹ https://roadresource.org/treatment_resources/cape_seal



namely sealing moderate cracks, providing skid resistance, sealing the pavement against moisture intrusion, protecting the structure further oxidation, and raveling, and restoring a uniform black appearance.

The chip seal can be polymer-modified to improve aggregate retention and provide for a quicker return to traffic. Cape seals boast short construction times and reasonable disruption to the traveling public. This treatment excels in urban areas where stand-alone chip seals are not be welcomed, but the need for sealing cracks is warranted. This treatment can be used on roads with a PCI of 60 and above and can extend the pavement life eight to ten years.

Types of Treatments for roads with a PCI 69 or Less (Light / Heavy Rehab)

Cold-in-Place Recycling ¹⁰

A cost-effective, long-lasting, greener alternative to conventional maintenance and rehabilitation techniques. Cold In-place Recycling (CIR) is a process that cold mills and recycles the top 2-5 inches of asphalt using a continuous train operation. CIR significantly reduces trucking, time, and natural resources to substantially lower project costs by reusing existing material. Generally, any road that is a candidate for mill & fill is a candidate for CIR. This treatment adds fifteen-twenty years with a combined appropriate wearing course. This treatment is typically 20%-50% less expensive than conventional maintenance and reconstruction methods.

Mill and AC Overlay - Rehabilitation Treatment

This treatment targets streets in at-risk to fair condition with signs of load-related distresses with necessary profile grade adjustment. The treatment consists of cold milling (also known as cold plane/grinding) the existing surface to a pre-determined depth with specialized milling equipment to provide properly required grades. A new layer of asphalt concrete is then placed after the completion of the milling operation.

¹⁰ https://roadresource.org/treatment_resources/cold_in_place_recycling



[AC Overlay with Rubberized Chip Seal - Rehabilitation Treatment](#)

This treatment targets streets in poor condition that need to be rehabilitated. This construction method involves grinding the edges of the existing pavement, placing a 3/8" layer of asphalt-rubber binder and aggregate pre-coated with paving asphalt (called rubberized chip seal), and then placing a new surface course of 1.5" to 1.75" thick of asphalt concrete over the newly established chip seal layer. This method is known as Stress Absorbing Membrane Interlayer (SAMI). The rubberized chip seal interlayer provides increased flexibility and reduces the likelihood of surface reflective cracking.

[Full-Depth-Reclamation \(FDR\)](#)

FDR is a cost-effective, long-lasting, greener alternative to deep rehabilitation or removal and replacement techniques. Full Depth Reclamation (FDR) is an engineered rehabilitation technique. The entire thickness of the asphalt pavement and a predetermined portion of the underlying materials (base, subbase, and subgrade) is uniformly pulverized and blended to provide an upgraded, homogeneous material. The reclaimed materials may be improved and strengthened by using Mechanical, Chemical, or Bituminous stabilization. FDR isn't only for roads in poor condition; it is also a viable design process for increasing pavement's structural capacity in good condition.

[Reconstruction](#)

Pavement reconstruction is a treatment that is needed when a road has reached the end of its design life, or the pavement has severe cross-section deficiencies due to traffic or environmental factors. These roads typically have a PCI of 25 and below, and reconstruction is required to restore the service life. Reconstruction is equivalent to a new pavement that involves rebuilding the pavement layers from the ground up to replace the pavement. This treatment is the most expensive in comparison to the other treatments in the maintenance strategy.



Pavement Needs

The pavement management program develops a maintenance strategy that will improve the road network's overall condition to an optimal PCI (79-84 PCI range). The overall weighted average PCI is 57 PCI, which falls under the “At-Risk to Fair” Category. This scenario answers the most common question, “if the City had all the money in the world, what would it cost to update the road network?” **Table 3** below represents the 5-Year breakdown to get the road network into optimal conditions and address the backlog. Currently, the City’s backlog is approximately \$31.8 million. The backlog is derived from the work scheduled in prior years but deferred due to insufficient funding resources. Please note that the cost of the needs has been front-loaded. The front-loaded costs are due to the pavement management system's need to bring the entire pavement network to optimal conditions and maintain those conditions for the next five years. To keep the PCI at optimal levels, the City would need to spend approximately \$55 million by the end of year 2026. The pavement management software is more cost-effective to repair the street in the first year rather than waiting to fix them in the subsequent years. Generally speaking, roads appear to be in good condition for a long time; however, when roads fail, they fail quickly, and repair costs can increase if the recommended maintenance treatments are deferred. Should the City not invest in maintenance or rehabilitation treatments on streets for the next five years, the overall network PCI will decrease to 47.

Table 3. 5-Year Needs Breakdown

City Needs					
Year	PM	Rehab Cost	Total	PCI Treated	PCI Untreated
2022	\$520,919	\$31,263,287	\$31,784,206	79	57
2023	\$112,469	\$7,066,461	\$7,178,930	80	54
2024	\$39,254	\$6,736,222	\$6,775,476	82	52
2025	\$49,785	\$6,035,231	\$6,085,016	84	49
2026	\$54,886	\$3,204,721	\$3,259,607	84	47
	\$777,313	\$54,305,922	\$55,083,235		



BUDGET SCENARIOS

Following the inspection of the City's road network and analyzing maintenance and rehabilitation needs, the next step in developing a cost-effective maintenance and rehabilitation strategy is to run "what-if" scenarios. The advantages of a pavement management program such as StreetSaver, the ability to forecast the treatments and conditions based on budget constraints or predict future costs based on targeted network PCI goals. The following scenarios have been analyzed:

Scenario 1 – Current Budget

- Average funding of \$1.0 million per year on maintenance and rehabilitation.
- PCI decreases from 57 to 54
- Backlog increases from \$31.8 to \$48.0 million
- 46% of City streets will have a PCI equal to or greater than 70

Scenario 2 – Constant PCI

- Average funding of \$1.7 million per year for maintenance and rehabilitation
- PCI is constant at 57 at the end of five years
- Backlog increases from \$31.8 to \$42.5 million
- 50.2% of City streets will have a PCI equal to or greater than 70

Scenario 3 – Plus 5 PCI Increase

- Average funding of \$3.0 million per year for maintenance and rehabilitation
- PCI increases to 62 at the end of five years
- Backlog increases from \$31.8 to \$39.2 million
- 62.2% of City streets will have a PCI equal to or greater than 70

Scenario 4 – Optimal PCI Conditions

- Average funding of \$11 million per year for maintenance and rehabilitation
- PCI increases to 84 at end of five years
- Backlog decreases from \$31.8 to \$1.8 million
- 95.3% of City streets will have a PCI equal to or greater than 70



Scenario 5 – Unfunded Scenario

- Average funding of \$0 million per year for maintenance and rehabilitation
- PCI decreases to 47 at end of five years
- Backlog increases from \$31.8 to \$49.8 million
- 32.0% of City streets will have a PCI equal to or greater than 70

Table 4. Scenario Summary

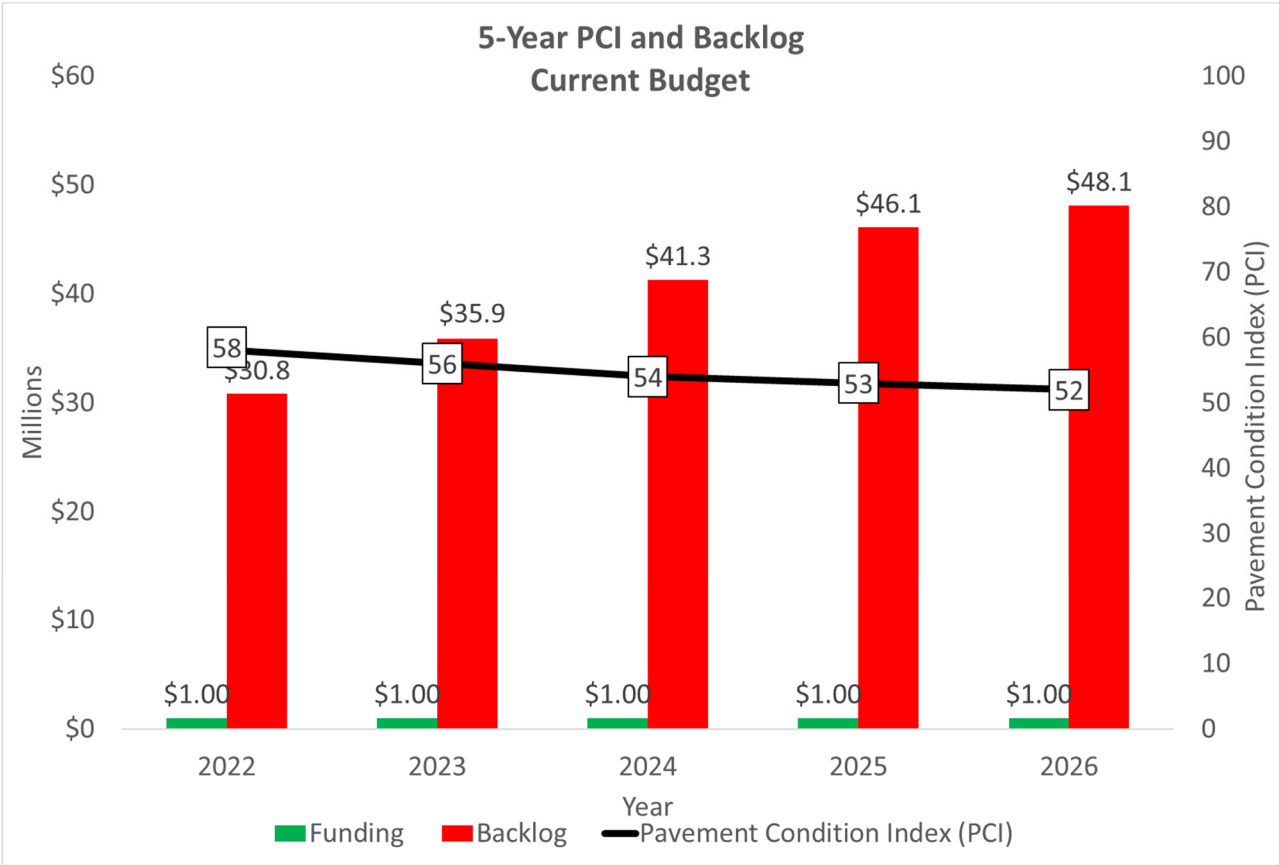
	Scenario 1. Current Budget (\$1M Budget)	Scenario 2. Constant PCI	Scenario 3. Plus 5 PCI Increase	Scenario 4. Average Needs	Scenario 5. Unfunded \$0 (PCI)
Average Yearly Budget	\$1,000,000	\$2,227,482	\$3,470,017	\$11,016,647	\$0
Total Budget for 5 Years	\$5,000,000	\$11,137,408	\$17,350,084	\$55,083,235	\$0
Current PCI	57	57	57	57	57
Current Backlog	\$31,784,206	\$31,784,206	\$31,784,206	\$31,784,206	\$31,784,206
Current % in 'Good' condition	37.90%	37.90%	37.90%	37.90%	37.90%
PCI after 5 years (change)	54 (-3)	57 (0)	62 (+5)	84 (+27)	47 (-10)
Backlog after 5 years	\$48,087,650	\$42,520,326	\$39,243,160	\$1,782,564	\$49,794,929
% 'Good' in 5 years	41.4	50.9	62.2	95.1	31.9
% 'Fair' in 5 years	14.4	14.0	10.9	2.2	16.4
% 'Poor' in 5 years	17.8	8.8	1.5	1.5	25.4
% 'Very Poor' in 5 years	26.4	26.3	25.4	1.2	26.3



Scenario 1 – Current Funding Scenario¹¹

The City’s current budget is approximately \$1 million per year or \$5 million at the end of five years. Implementing this budget scenario (**Figure 7, Table 5**) decreases the overall network PCI to 52 by the end of 2026. By the end of the analysis, the backlog increases to \$48.1 million.

Figure 7. Current Budget PCI and Backlog Breakdown



¹¹ Estimated current budget values were obtained from: <http://www.californiacityfinance.com/#TRANSPORTATION>



Table 5. Current Budget Scenario

Scenario 1. Current Budget (\$1M Budget)			
Year	Budget	Backlog	PCI
2022	\$1,000,000	\$30,784,625	58
2023	\$1,000,000	\$35,859,607	56
2024	\$1,000,000	\$41,267,710	54
2025	\$1,000,000	\$46,085,892	53
2026	\$1,000,000	\$48,087,650	52

Table 6 is a breakdown of the City’s network condition at the end of the year 2026. Results show 41.4% of roads with a PCI of 70 or better.

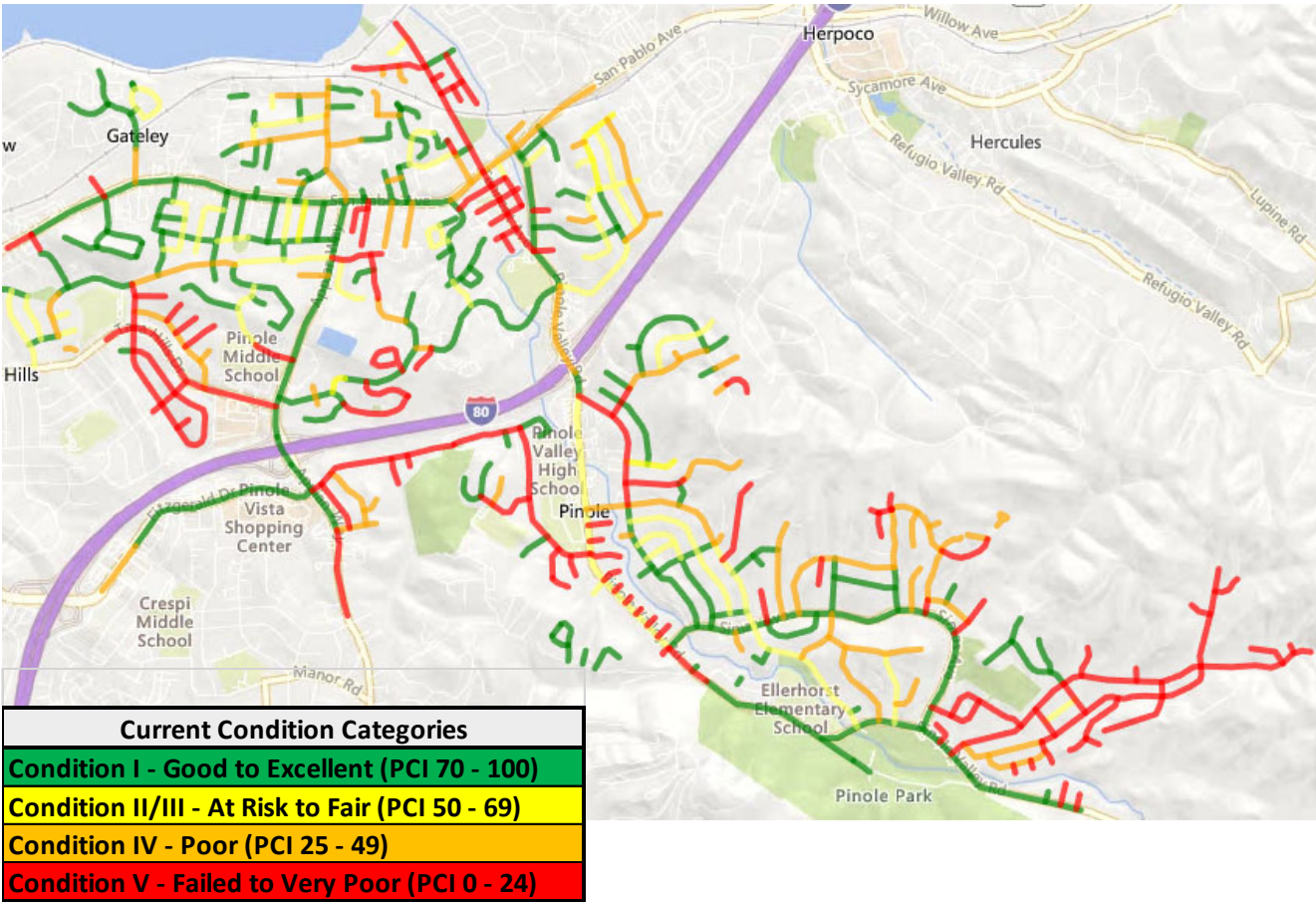
Table 6. Current Budget - 2026 Condition Category Summary

	Scenario 1. Current Budget (\$1M Budget)	% Change at end of 5 years
% 'Good' in 5 years	41.4	3.5
% 'Fair' in 5 years	14.4	-8.3
% 'Poor' in 5 years	17.8	-4.7
% 'Very Poor' in 5 years	26.4	9.5

Figure 9 is a projected PCI map of 2026 if the current budget scenario is implemented.



Figure 8. Current Budget Map - 2026 Condition Category Summary





Scenario 2 – Constant PCI

This scenario (**Figure 9, Table 7**) analyzes the cost to maintain the overall network PCI at 57 at the end of five years. It would cost approximately \$11.1 million to implement this scenario. System results show that the overall backlog increases to \$42.5 million at the of the year 2026.

Figure 9. Constant PCI and Backlog

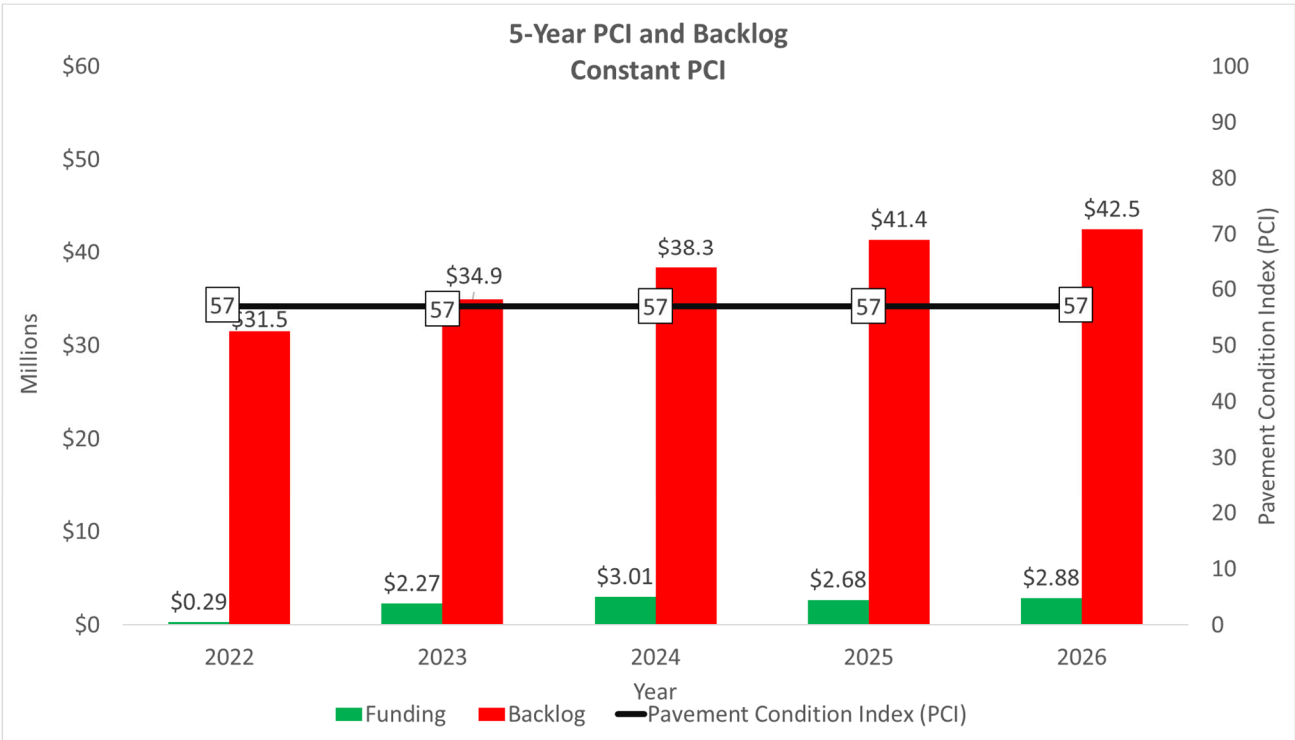


Table 7. Constant PCI Summary

Scenario 2. Constant PCI			
Year	Budget	Backlog	PCI
2022	\$289,700	\$31,494,468	57
2023	\$2,274,579	\$34,946,634	57
2024	\$3,012,092	\$38,315,045	57
2025	\$2,677,863	\$41,410,446	57
2026	\$2,883,174	\$42,520,326	57



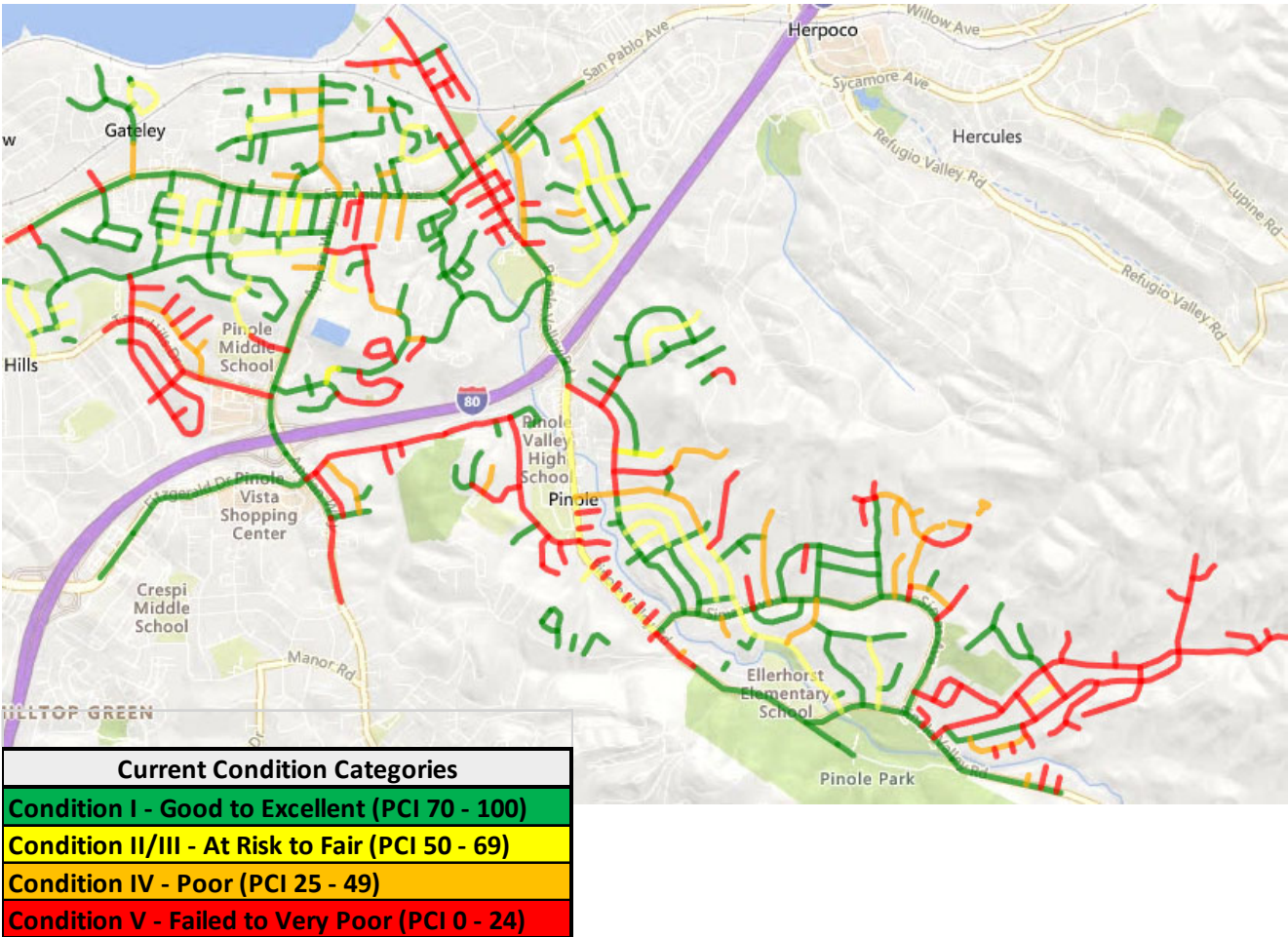
Approximately 50.9% (**Table 8**) of City streets will have a PCI equal to or greater than 70 PCI (Condition Category I).

Table 8. Constant PCI - 2026 Condition Category Summary

	Scenario 2. Constant PCI	% Change at end of 5 years
% 'Good' in 5 years	50.9	13.0
% 'Fair' in 5 years	14.0	-8.7
% 'Poor' in 5 years	8.8	-13.7
% 'Very Poor' in 5 years	26.3	9.4

Figure 10 is a projected PCI map of 2026 if the Constant PCI is implemented.

Figure 10. Constant PCI Map - 2026 Condition Category Summary





Scenario 3 – Plus 5 PCI Increase

Figure 11, Table 9 represents the costs and impacts of increasing the overall network by 5 points to a PCI of 62. Implementing this scenario would cost approximately \$17.4 million by the end of five years. System results show that the backlog increases to \$39.2 million.

Figure 11. Plus 5 PCI Increase PCI and Backlog

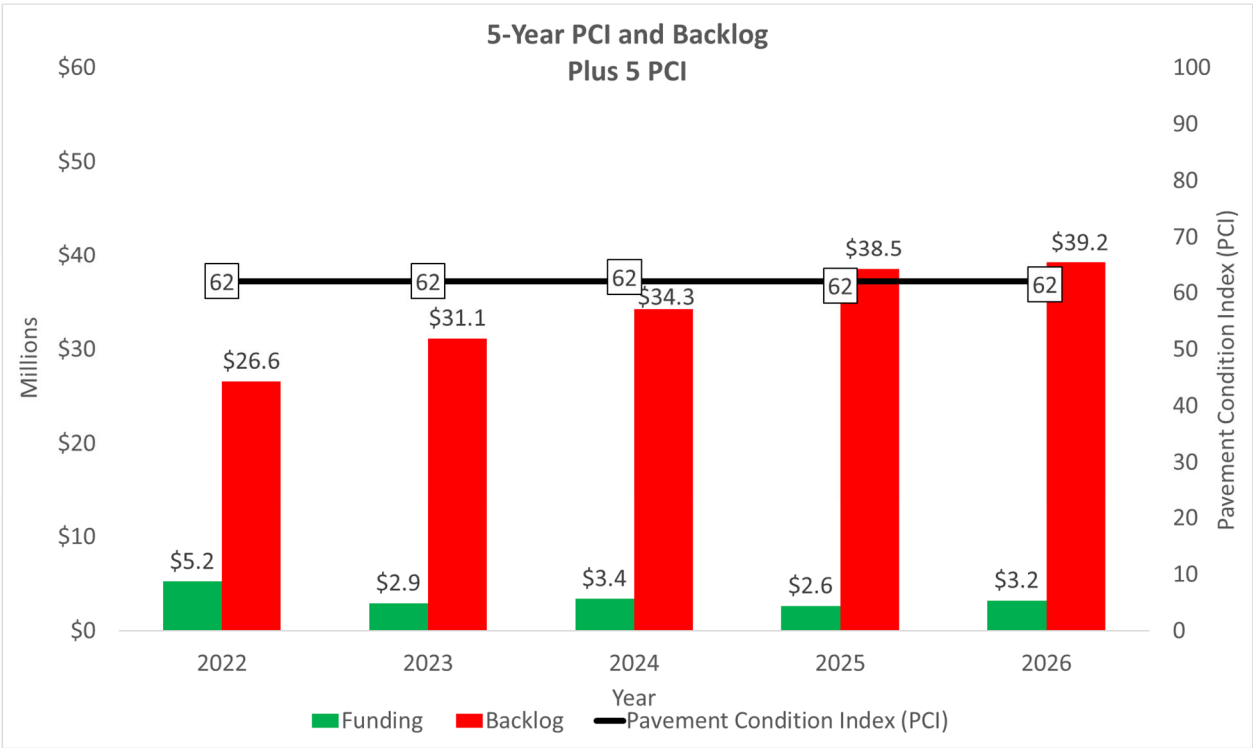


Table 9. Plus 5 PCI Scenario

Scenario 3. Plus 5 PCI Increase			
Year	Budget	Backlog	PCI
2022	\$5,212,807	\$26,571,370	62
2023	\$2,914,624	\$31,137,891	62
2024	\$3,393,069	\$34,250,174	62
2025	\$2,621,687	\$38,540,630	62
2026	\$3,207,897	\$39,243,160	62



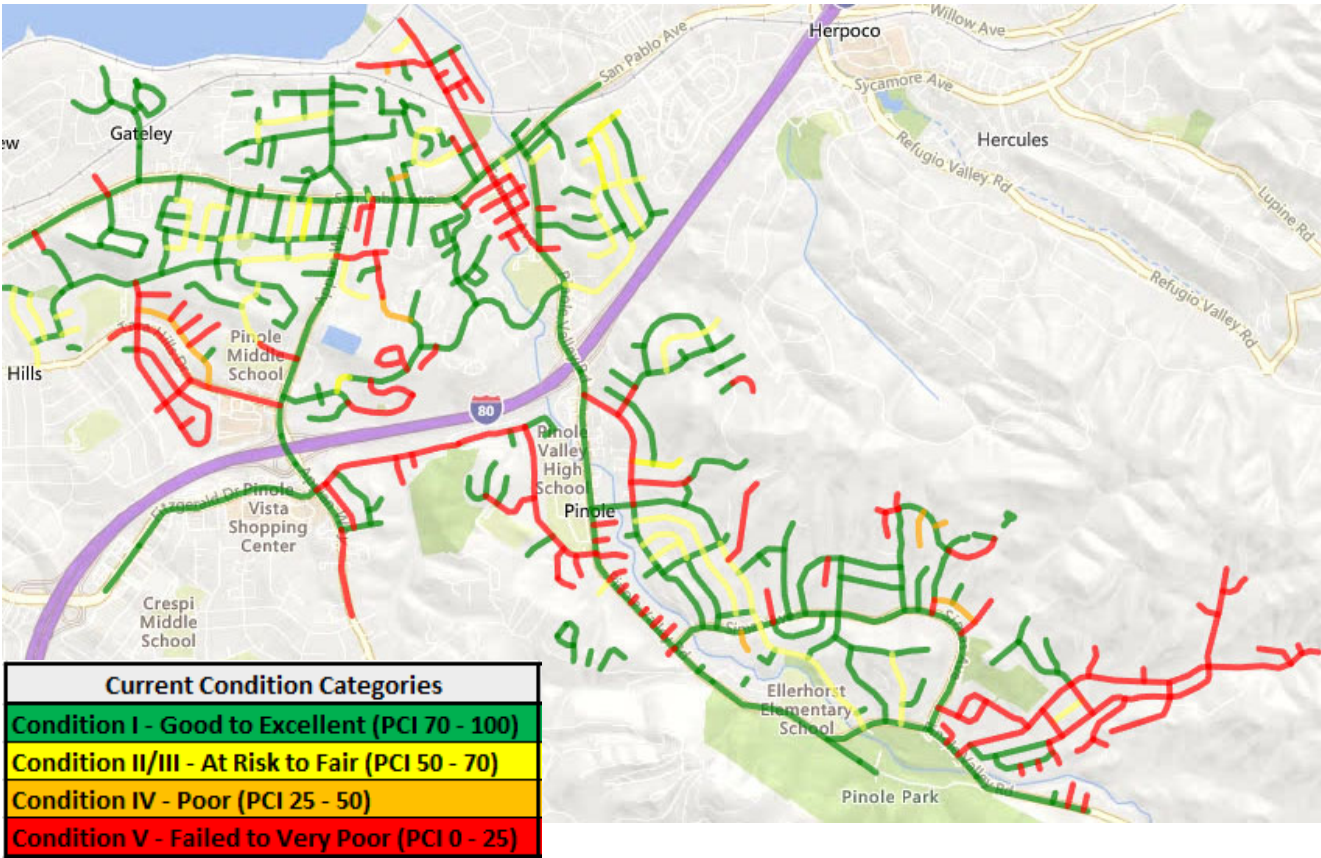
Approximately 62.2% (**Table 10**) of City streets will have a PCI equal to or greater than 70 PCI (Condition Category I).

Table 10. Plus 5 PCI - 2026 Condition Category Summary

	Scenario 3. Plus 5 PCI Increase	% Change at end of 5 years
% 'Good' in 5 years	62.2	24.3
% 'Fair' in 5 years	10.9	-11.8
% 'Poor' in 5 years	1.5	-21.0
% 'Very Poor' in 5 years	25.4	8.5

Figure 12 is a projected PCI map of 2026 if the Plus 5 PCI Increase is implemented.

Figure 12. Plus 5 PCI Map - 2026 Condition Category Summary





Scenario 4 – Optimal PCI Conditions

Figure 13, Table 11 represents the costs and impacts of bringing the City’s road network to optimal conditions. This scenario uses the City’s total needs and distributing the costs evenly over five years. Distributing costs evenly equeates to approximately \$11M/year for the next five years. System results show that the City’s road network achieves optimal PCI conditions, while the backlog decreases to \$1.8 million at the end of the year 2026.

Figure 13. Optimal PCI and Backlog

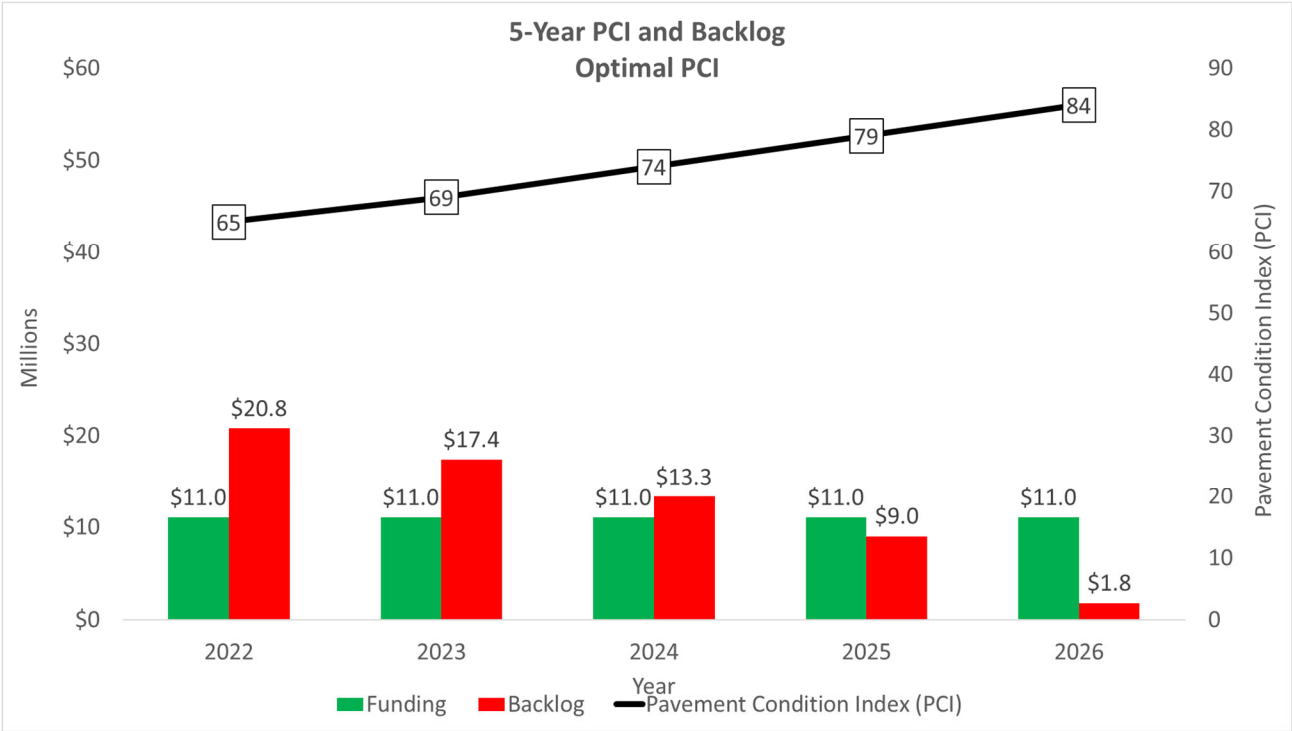


Table 11. Optimal PCI Scenario

Scenario 4. Optimal PCI Conditions			
Year	Budget	Backlog	PCI
2022	\$11,016,647	\$20,767,637	65
2023	\$11,016,647	\$17,384,359	69
2024	\$11,016,647	\$13,292,011	74
2025	\$11,016,647	\$9,003,266	79
2026	\$11,016,647	\$1,782,564	84



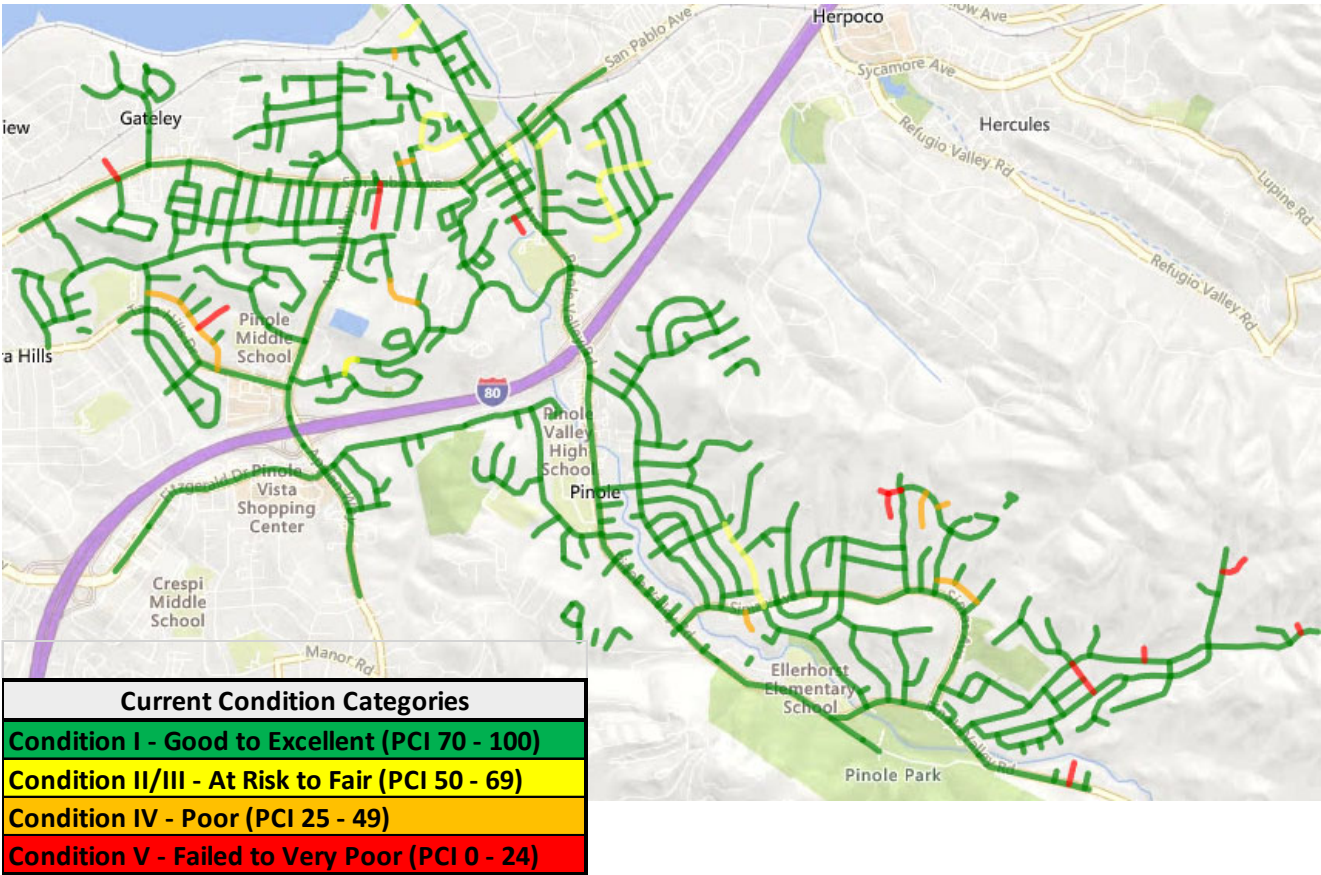
Approximately 95.1% (**Table 12**) of City streets will have a PCI equal to or greater than 70 PCI (Condition Category I).

Table 12. Plus 5 PCI - 2026 Condition Category Summary

	Scenario 4. Optimal PCI Conditions	% Change at end of 5 years
% 'Good' in 5 years	95.1	57.2
% 'Fair' in 5 years	2.2	-20.5
% 'Poor' in 5 years	1.5	-21.0
% 'Very Poor' in 5 years	1.2	-15.7

Figure 14 is a projected PCI map of 2026 if the Optimal PCI is implemented.

Figure 14. Optimal PCI Map - 2026 Condition Category Summary





Scenario 5 – Unfunded Scenario

Figure 15, Table 13 represents the costs and impacts of implementing an unfunded scenario. Implementing this scenario would decrease the overall network PCI to 47, while the backlog would increase from \$31.8 million to \$49.8 million by the end of the year 2026.

Figure 15. Unfunded PCI and Backlog

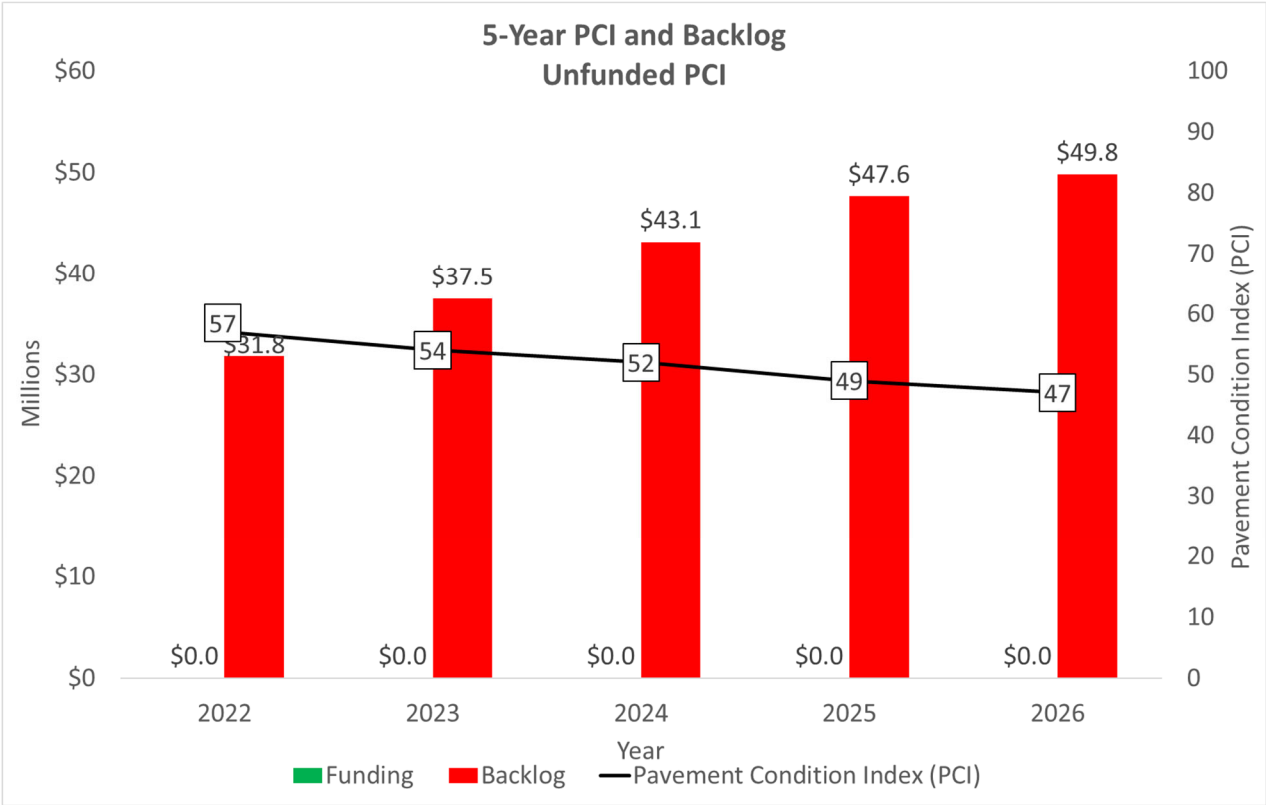


Table 13. Unfunded PCI Scenario

Scenario 5. Unfunded \$0 (PCI)			
Year	Budget	Backlog	PCI
2022	\$0	\$31,784,206	57
2023	\$0	\$37,518,280	54
2024	\$0	\$43,143,461	52
2025	\$0	\$47,634,604	49
2026	\$0	\$49,794,929	47



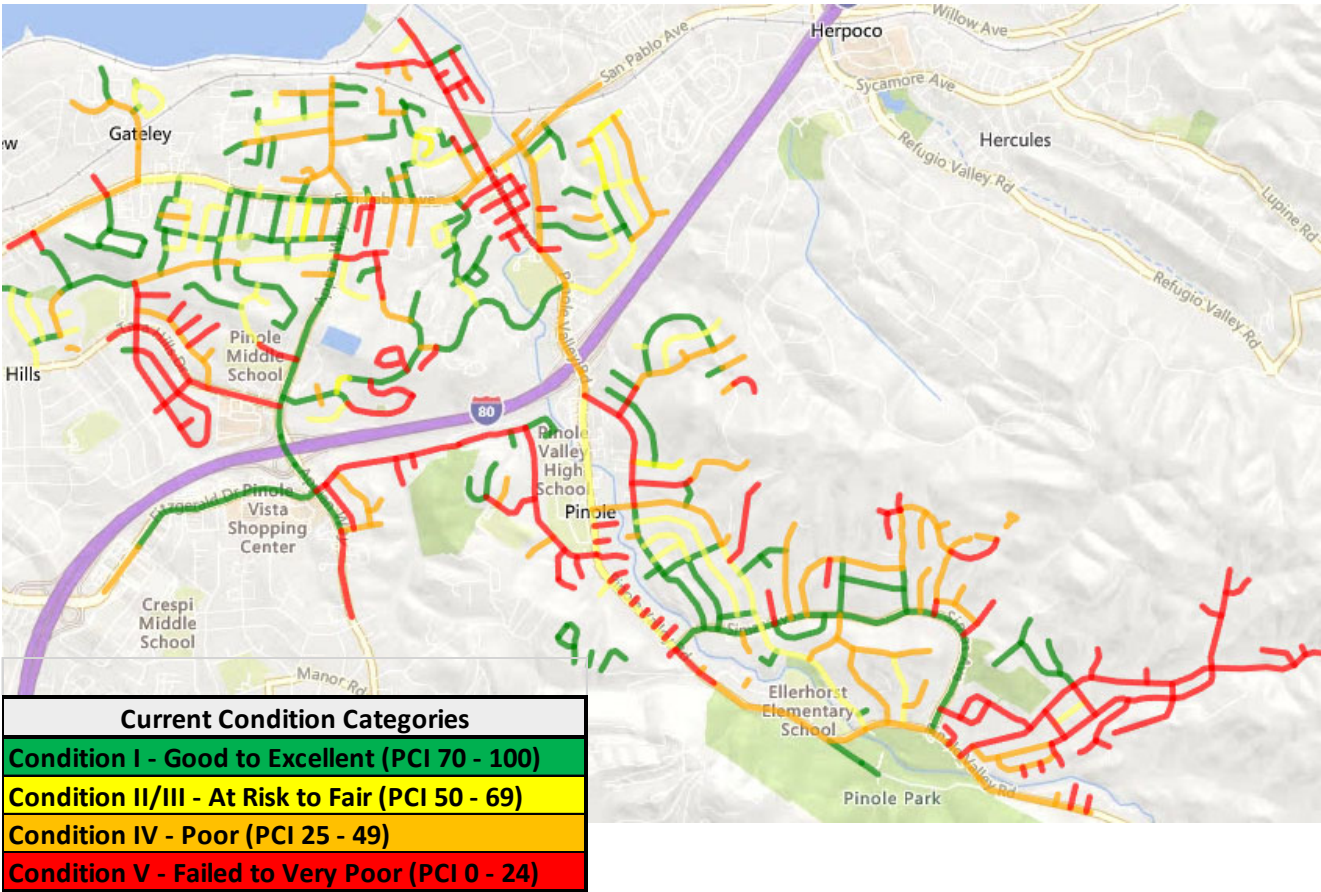
Approximately 31.9% (**Table 14**) of City streets will have a PCI equal to or greater than 70 PCI (Condition Category I).

Table 14. Plus 5 PCI - 2026 Condition Category Summary

	Scenario 5. Unfunded \$0 (PCI)	% Change at end of 5 years
% 'Good' in 5 years	31.9	-6.0
% 'Fair' in 5 years	16.4	-6.3
% 'Poor' in 5 years	25.4	2.9
% 'Very Poor' in 5 years	26.3	9.4

Figure 16 is a projected PCI map of 2026 if the Unfunded PCI is implemented.

Figure 16. Unfunded PCI Map - 2026 Condition Category Summary





CONCLUSIONS

The City of Pinole currently has 52.02 centerline miles of paved roads or 118.63 lane miles. After updating the City's pavement management system with inspections and recent maintenance and rehabilitation treatments, the City's overall network condition is 57 PCI. Approximately 37.9% of the City's road network has a PCI of 70 or better. The City's current backlog is about \$31.8 million.

The first recommended scenario the City should consider is the Optimal PCI Conditions/Optimal PCI Scenario. This scenario distributes the total needs' costs evenly over five years and averages to approximately \$11 million per year. System results show that the City's road network achieves optimal PCI conditions (**Figure 17**), while the backlog decreases to \$1.8 million at the end of the year 2026 (**Figure 18**). In addition, this scenario shows that 95.1% of City streets will have a PCI of 70 or better.

The second scenario recommended is increasing the overall network by 5 PCI points to 62 (**Figure 17**). This scenario shows that it would cost approximately \$3.5 million per year or \$17.4 million by the end of five years. Results also show that the backlog increases to \$39.2 million (**Figure 18**). In addition, this scenario shows that 62.2% of City streets will have a PCI of 70 or better.

The third scenario recommended is keeping the overall network PCI constant at 57 at the end of five years (**Figure 17**). In order to maintain a constant PCI it would cost approximately \$11.1 million by the end of 2026. Results show that the backlog increases to \$42.5 million (**Figure 18**), while 50.9% of City streets will have a PCI of 70 or better.

The fourth scenario recommended is using the City's current budget of \$5 million over five years. System results show that implementing this scenario decreases the overall network PCI to 54 (**Figure 17**), while the backlog increases to \$48 million (**Figure 18**). In addition, 41.4% of City streets will have a PCI of 70 or better.



The fifth and least recommended in comparison to the other scenarios tested is the unfunded PCI. This scenario shows that the overall network PCI decreases to 47 (**Figure 17**), while the backlog increases to \$49.8 million (**Figure 18**). 32.0% of city streets will have a PCI of 70 or better.

Figure 17. 5-Year Scenario PCI Summary

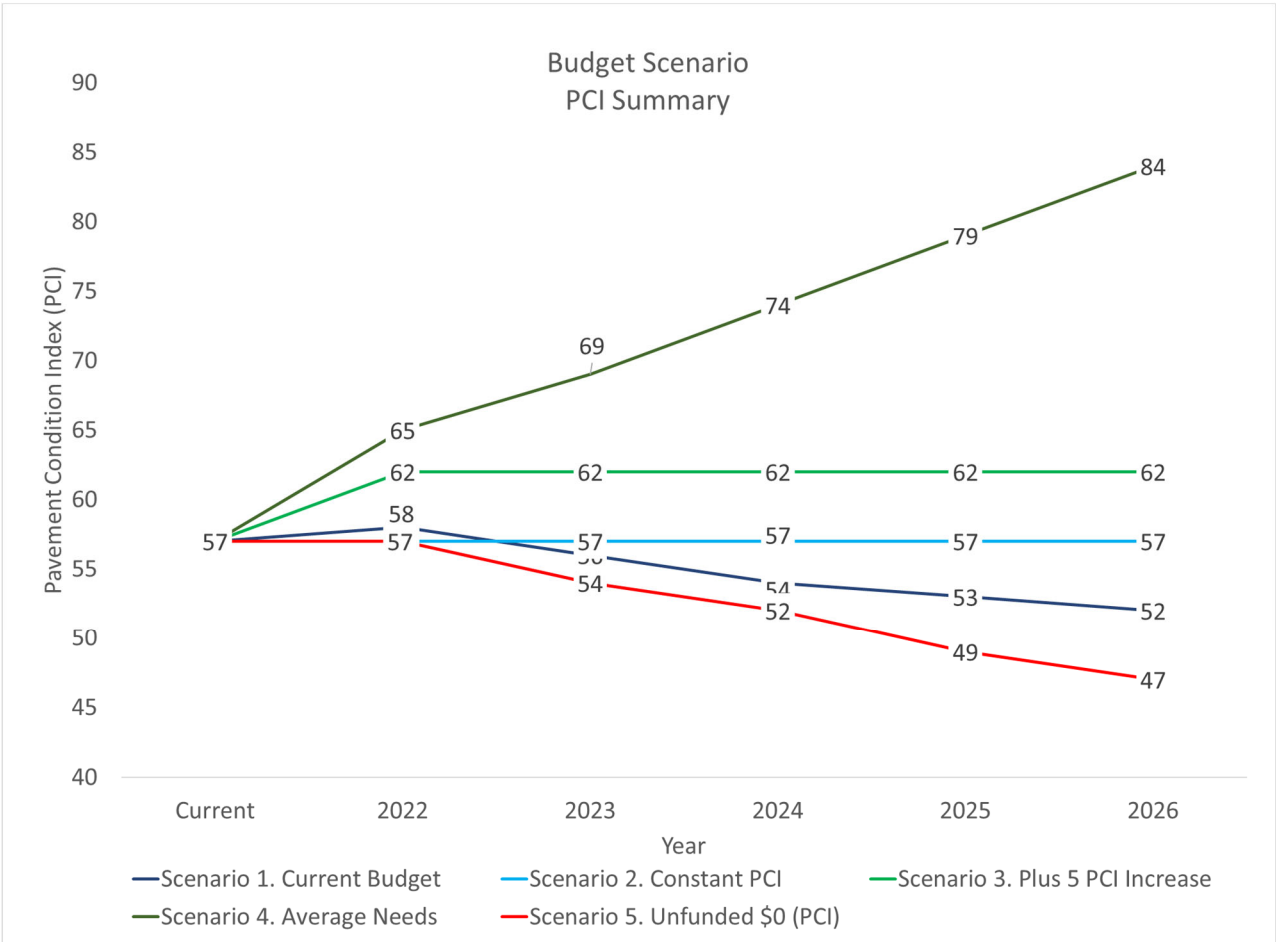
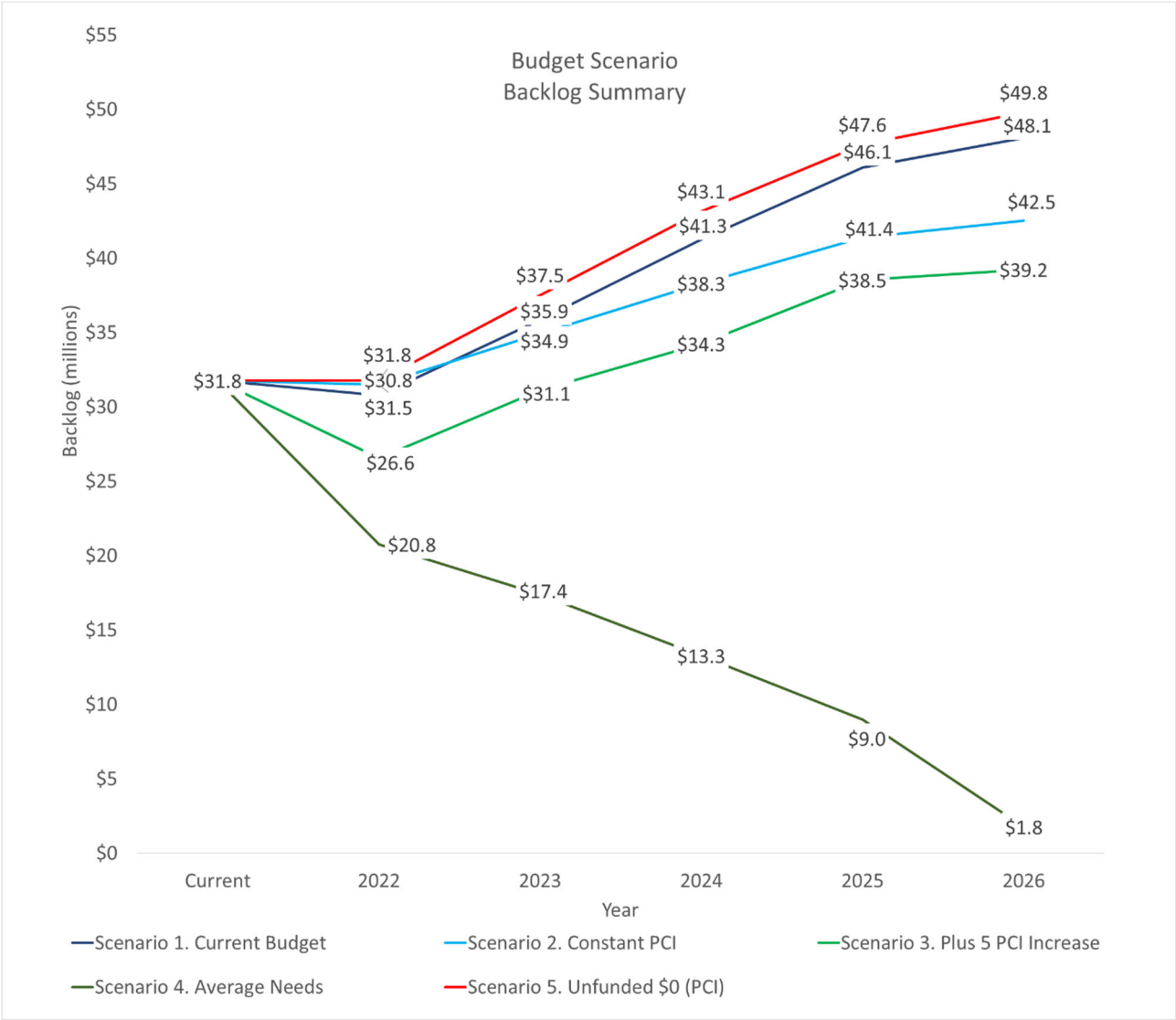




Figure 18. 5-Year Scenario Backlog Summary





APPENDICES

SECTION I – PCI REPORT

SECTION II – NEEDS AND NETWORK SUMMARY STATISTICS

SECTION II – NETWORK CONDITION AND COST SUMMARY

SECTION IV – SECTIONS SELECTED FOR TREATMENT

SECTION V – OTHER BACKUP DOCUMENTS



SECTION I

- PCI REPORT¹ (sorted by Road Name)

¹ Summer 2021 Projects have been entered and calculated

SECTION PCI

The Section PCI contains a PCI reported sorted by Street Name (ascending)

ST ID – Street Identification

SEC ID – Street Section Identification

STREET NAME – Street Name

BEGIN LOCATION – Start of the management section

END LOCATION – End of the management section

FC – This is a group of streets or roadway subsystems that are classified pending on the level of service and traffic.

A – Arterial

C – Collector

R – Residential/Local

O – Other (user defined)

SURFACE TYPE – Type of pavement surface. A – Asphalt Concrete, O – Asphalt Concrete over Asphalt Concrete P-Portland Cement Concrete,

LENGTH – Length of management section

WIDTH – Width of management section

AREA – Area of management section

LAST M&R TREATMENT – Recent treatment (maintenance or rehabilitation)

M&R DATE – Date of most recent treatment

PCI – Pavement Condition Index of the management section – Last Calculated PCI

The Pavement Condition Index is a rating derived from the Pavement Management System (PMS). The rating is based from the visual distress inspection information that consists of the MTC inspection guidelines (Alligator Cracking, Block Cracking, Distortion, Longitudinal and Transverse Cracking, Rutting, and Weathering and Raveling) or any maintenance and rehabilitation information that was entered into the PMS.

Below are images of what streets look like in the condition category:

CONDITION CATEGORY RATING

Condition Category I (PCI 70 – 100, Pavement is classified in Very good to excellent condition and has little distress).



Condition Category II/III (PCI 51-69, Pavements are classified in the Good Category and have significant non-load and load related distresses).



Condition Category Good IV (PCI 26-50, Pavement are classified in the Poor Category and have major distress).



Condition Category V (PCI 0 – 25, Pavement is classified in the very poor to failed category and has extensive amounts of major distress)



Section PCI/RSL Listing

Printed: 4/25/2022

Street ID	Section ID	Street Name	From	To	Length	Width	Area	Functional Class	Surface Type	Current	Remaining
										PCI	Life
2NDAVE	010	2ND AVENUE	NOB HILL AVE	SAN PABLO AVE	566	27	15,282	R - Residential/Local	A - AC	47	8.45
3RDAVE	010	3RD AVENUE	NOB HILL AVE	SAN PABLO AVE	585	27	15,795	R - Residential/Local	A - AC	60	15.45
4THAVE	010	4TH AVENUE	MARLESTA AVE	NOB HILL AVE	263	26	6,838	R - Residential/Local	O - AC/AC	85	40.03
4THAVE	020	4TH AVENUE	NOB HILL AVE	SAN PABLO AVE	611	26	15,886	R - Residential/Local	A - AC	62	16.74
5THAVE	010	5TH AVENUE	NOB HILL AVE	SAN PABLO AVE	656	26	17,056	R - Residential/Local	A - AC	86	29.94
ADOBE	005	ADOBE ROAD	PINOLE VALLEY RD	PAVEMENT CHANGE	621	21	13,041	R - Residential/Local	A - AC	93	33.33
ADOBE	015	ADOBE ROAD	PAVEMENT CHANGE	CUL-DE-SAC	318	34	10,812	R - Residential/Local	A - AC	92	32.83
ALAMO	010	ALAMO STREET	ESTATES AVE	100 FT. EAST OF HIGUERA AVE	968	32	30,976	R - Residential/Local	A - AC	21	0.00
ALAMO	020	ALAMO STREET	100 FT. EAST OF HIGUERA AVE	PONDEROSA TR	1,086	32	34,752	R - Residential/Local	A - AC	46	7.78
ALBERC	010	ALBERDAN CIRCLE	SHAWN DR	SHAWN DR	2,001	36	72,036	R - Residential/Local	A - AC	29	1.36
ALBECT	010	ALBERDAN COURT	ALBERDAN CIR	CUL DE SAC	211	36	7,596	R - Residential/Local	A - AC	15	0.00
ALFRED	010	ALFRED DRIVE	BELFAIR DR	HAZEL ST	376	31	11,656	R - Residential/Local	A - AC	85	29.35
ALHAMB	010	ALHAMBRA WAY	MORAGA DR	CUL DE SAC	1,568	36	56,448	R - Residential/Local	A - AC	56	12.29
ALICE	010	ALICE WAY	HENRY AVE	HENRY AVE	2,171	31	67,301	R - Residential/Local	A - AC	51	10.38
ALTAMI	010	ALTAMIRANO CIRCLE	FRANCISCA CT	FRANCISCA CT	628	24	15,072	R - Residential/Local	A - AC	85	37.16
ALVARE	010	ALVAREZ AVENUE	SAN PABLO AVE	GATE	672	29	19,488	R - Residential/Local	A - AC	46	7.59
AMEND	010	AMEND STREET	MANN DR	CUL DE SAC	973	36	35,028	R - Residential/Local	A - AC	92	32.83
ANNECT	010	ANNE COURT	HENRY AVE	CUL DE SAC	174	31	5,394	R - Residential/Local	A - AC	56	13.10
ANTONI	010	ANTONIA CIRCLE	OAK RIDGE RD	OAK RIDGE RD	994	24	23,856	R - Residential/Local	A - AC	75	23.03
ANTOCT	010	ANTONIA COURT	ANTONIA CIRCLE	CUL DE SAC	279	33	9,207	R - Residential/Local	A - AC	85	36.31
APPACT	010	APPALOOSA COURT	GOULARTE DR	CUL DE SAC	388	30	11,640	R - Residential/Local	A - AC	42	5.83
APPATR	010	APPALOOSA TRAIL	SIMAS AVE	BUCKSKIN RD	222	52	11,544	R - Residential/Local	A - AC	27	0.68
APPATR	020	APPALOOSA TRAIL	BUCKSKIN RD	GOULARTE DR	802	45	36,090	R - Residential/Local	A - AC	40	5.20
APPIAN	010	APPIAN WAY	SOUTH CITY LIMITS	MICHAEL DR	1,386	54	74,844	A - Arterial	A - AC	30	1.23
APPIAN	020	APPIAN WAY	MICHAEL DR	I-80 EAST ON RAMP	1,237	74	91,538	A - Arterial	O - AC/AC	79	22.50
APPIAN	030	APPIAN WAY	I-80 EAST ON RAMP	I-80 WEST ON RAMP	482	74	35,668	A - Arterial	O - AC/AC	79	22.50
APPIAN	040	APPIAN WAY	I-80 WEST ON RAMP	MANN DR	1,276	76	96,976	A - Arterial	O - AC/AC	80	23.28
APPIAN	050	APPIAN WAY	MANN DR	SAN PABLO AVE	3,276	61	199,836	A - Arterial	O - AC/AC	80	23.28
ARROYO	010	ARROYO AVENUE	MADERA ST	VICTOR ST	566	32	18,112	R - Residential/Local	A - AC	62	16.19
AVISWY	010	AVIS WAY	SHEA DR	HOUSE #3130	500	32	16,000	R - Residential/Local	A - AC	28	1.00
AVISWY	020	AVIS WAY	HOUSE #3130	CUL DE SAC	295	32	9,440	R - Residential/Local	A - AC	34	3.26
BANTRY	010	BANTRY ROAD	O'CONNOR RD	HANLEY DR	724	33	23,892	R - Residential/Local	A - AC	61	15.85
BARKLE	010	BARKLEY COURT	KILDARE WAY	CUL DE SAC	482	36	17,352	R - Residential/Local	A - AC	14	0.00
BARRET	010	BARRETT COURT	PONDEROSA TR	CUL DE SAC	163	36	5,868	R - Residential/Local	A - AC	74	22.40

Street ID	Section ID	Street Name	From	To	Length	Width	Area	Functional Class	Surface Type	Current PCI	Remaining Life
BAYVIE	010	BAY VIEW FARM ROAD	SUNNYVIEW DR	HOUSE #1059	333	38	12,654	R - Residential/Local	A - AC	87	30.74
BAYVIE	020	BAY VIEW FARM ROAD	HOUSE #1059	PINON AVE	1,352	38	51,376	R - Residential/Local	A - AC	53	11.33
BELDEN	010	BELDIN STREET	APPIAN WAY	CUL-DE-SAC	405	38	15,390	R - Residential/Local	A - AC	47	7.77
BELFAI	010	BELFAIR DRIVE	BAYVIEW FARM RD	PINON AVE	1,413	31	43,803	R - Residential/Local	A - AC	67	20.23
BELMON	010	BELMONT WAY	MARLESTA RD	CUL-DE-SAC	734	36	26,198	R - Residential/Local	O - AC/AC	79	31.71
BELMON	020	BELMONT WAY	SAN PABLO	END	228	28	6,384	R - Residential/Local	A - AC	26	0.44
BERNAR	010	BERNARDO COURT	OAK RIDGE RD	CUL DE SAC	228	31	7,068	R - Residential/Local	A - AC	85	37.16
BETTY	010	BETTY AVENUE	MEADOW AVE	EAST MEADOW AVE	407	24	9,768	R - Residential/Local	A - AC	47	8.19
BLUEJA	010	BLUE JAY CIRCLE	GALBRETH RD	END OF LOOP	1,212	25	30,300	R - Residential/Local	A - AC	89	41.94
BOXCAN	010	BOX CANYON ROAD	BUCKSKIN RD	DEAD END	295	31	9,145	R - Residential/Local	A - AC	45	7.20
BOYLE	010	BOYLE COURT	KILKENNY WAY	CUL DE SAC	203	36	7,308	R - Residential/Local	A - AC	43	6.43
BRANDT	010	BRANDT COURT	PINOLE VALLEY RD	CUL DE SAC	244	34	8,296	R - Residential/Local	A - AC	0	0.00
BRAZIL	010	BRAZIL COURT	WRIGHT AVE	DEAD END	485	36	17,460	R - Residential/Local	A - AC	13	0.00
BRENDA	010	BRENDA COURT	BELFAIR DR	CUL DE SAC	214	31	6,634	R - Residential/Local	A - AC	92	32.83
BRETT	010	BRETT COURT	PINON AVE	CUL DE SAC	371	34	12,614	R - Residential/Local	A - AC	91	32.47
BUCKSK	010	BUCKSKIN ROAD	APPALOOSA TR	SHADY DRAW	736	31	22,816	R - Residential/Local	A - AC	38	4.66
BUENAV	010	BUENA VISTA DRIVE	QUINAN AVE/PARK DR	HOUSE #440	1,507	23	34,661	R - Residential/Local	O - AC/AC	66	17.72
BUENAV	020	BUENA VISTA DRIVE	HOUSE #440	END OF LOOP	788	23	18,124	R - Residential/Local	O - AC/AC	93	46.23
CALAIS	010	CALAIS DRIVE	CUL DE SAC (EAST)	ORLEANS DR	915	24	21,960	R - Residential/Local	A - AC	18	0.00
CANYON	010	CANYON DRIVE	APPIAN WAY	EL TORO WAY	1,144	38	43,472	R - Residential/Local	A - AC	87	39.28
CANYON	020	CANYON DRIVE	EL TORO WAY	FOOTHILL AVE	1,176	38	44,688	R - Residential/Local	A - AC	35	3.35
CAROLO	431	CARLOTTA CIRCLE	GATELY DRIVE	GATELY DRIVE	1,403	33	46,299	R - Residential/Local	A - AC	71	23.29
CARMEL	010	CARMELITA WAY	RAMONA ST	DEAD END	1,372	36	49,392	R - Residential/Local	A - AC	20	0.00
CARMEN	010	CARMEN COURT	GOULARTE DR	CUL DE SAC	155	30	4,650	R - Residential/Local	A - AC	36	3.88
CAROL	010	CAROL STREET	WRIGHT AVE	REMUDA WAY	1,409	36	50,724	R - Residential/Local	A - AC	20	0.00
CHAPPA	010	CHAPPARAL COURT	TAMALPAIS DR	CUL DE SAC	425	32	13,600	R - Residential/Local	A - AC	14	0.00
CHARLE	010	CHARLES ST	VALLEY RD	SAN PABLO AVE	534	33	17,622	R - Residential/Local	A - AC	57	13.06
CHRIST	010	CHRISTIAN COURT	PONDEROSA TR	CUL DE SAC	272	36	9,792	R - Residential/Local	A - AC	71	20.56
CLARK	010	CLARK COURT	FARIA AVE	CUL DE SAC	429	32	13,728	R - Residential/Local	A - AC	84	32.97
COLINA	010	COLINA COURT	SAVAGE AVE	CUL DE SAC	137	30	4,110	R - Residential/Local	A - AC	85	35.97
COLLIN	010A	COLLINS AVENUE	PINOLE VALLEY RD - WEST ENTRANCE	TOMAR CT	614	32	19,648	R - Residential/Local	A - AC	75	24.61
COLLIN	010B	COLLINS AVENUE	TOMAR CT	PINOLE VALLEY RD - EAST ENTRANCE	754	32	24,128	R - Residential/Local	A - AC	75	24.61
COLUSA	010	COLUSA STREET	ESTATES AVE	LA REINA ST	2,486	36	89,496	R - Residential/Local	A - AC	66	19.23
CORTE	010	CORTE CRUZ COURT	HOKE DR	CUL DE SAC	544	33	17,952	R - Residential/Local	O - AC/AC	93	46.23
COSTA	010	COSTA COURT	HOKE DR	CUL DE SAC	421	31	13,051	R - Residential/Local	A - AC	44	6.62

Street ID	Section ID	Street Name	From	To	Length	Width	Area	Functional Class	Surface Type	Current PCI	Remaining Life
CRESTV	010	CRESTVIEW DRIVE	SAN PABLO AVE	END OF LOOP	2,339	31	72,509	R - Residential/Local	A - AC	87	30.51
CUADRA	010	CUADRA COURT	TENNENT AVE	DEAD END	382	32	12,224	R - Residential/Local	A - AC	58	13.98
CURRAN	010	CURRAN COURT	PONDEROSA TR	CUL DE SAC	356	36	12,816	R - Residential/Local	A - AC	47	8.40
CURRYC	432	CURRY COURT	CARLOTTA CIRCLE	CUL-DE-SAC	101	37	3,737	R - Residential/Local	A - AC	73	25.07
DALESS	010	DALESSI DRIVE	APPIAN WAY	END	400	33	13,200	R - Residential/Local	A - AC	2	0.00
DANNY	010	DANNY COURT	BAYVIEW FARM RD	CUL DE SAC	405	36	14,580	R - Residential/Local	A - AC	84	34.64
DELABR	010	DE LA BRIANDAIS COURT	GOULARTE DR	CUL DE SAC	568	30	17,040	R - Residential/Local	A - AC	38	4.42
DEANCT	010	DEAN COURT	PONDEROSA TR	CUL DE SAC	379	36	13,644	R - Residential/Local	A - AC	53	11.40
DELARO	010	DEL AROSA COURT	STOKES AVE	CUL DE SAC	126	27	3,402	R - Residential/Local	A - AC	17	0.00
DELMON	010	DEL MONTE DRIVE	PINOLE SHORES DR	CITY LIMITS	701	30	21,030	R - Residential/Local	A - AC	49	9.32
DELMON	020	DEL MONTE DRIVE	SAN PABLO AVE	BRIDGE	525	37	19,425	R - Residential/Local	A - AC	7	0.00
DIABLO	010	DIABLO CIRCLE	SIMAS AVE	SIMAS AVE	1,081	32	34,592	R - Residential/Local	A - AC	93	33.33
DIABCT	010	DIABLO COURT	SIMAS AVE	CUL DE SAC	492	32	15,744	R - Residential/Local	A - AC	23	0.00
DOIDGE	010	DOIDGE AVENUE	WRIGHT AVE	MOORE CT	1,366	35	47,810	R - Residential/Local	A - AC	50	9.19
DOIDGE	020	DOIDGE AVENUE	MOORE CT	MARCUS ST	2,144	31	66,464	R - Residential/Local	A - AC	0	0.00
DOIDGE	030	DOIDGE AVENUE	MARCUS ST	WRIGHT AVE	881	35	30,835	R - Residential/Local	A - AC	6	0.00
DOIDGE	040	DOIDGE AVENUE	WRIGHT AVE	DEAD END	1,577	31	48,887	R - Residential/Local	A - AC	26	0.40
DOLORE	010	DOLORES COURT	PINOLE VALLEY RD	CUL DE SAC	311	31	9,641	R - Residential/Local	A - AC	21	0.00
DOOLIN	010	DOOLIN COURT	KILLARNEY RD	CUL DE SAC	190	29	5,510	R - Residential/Local	A - AC	52	10.38
DORACT	010	DORA COURT	FRANCIS DR	CUL DE SAC	406	31	12,586	R - Residential/Local	A - AC	56	13.09
DOWNER	010	DOWNER STREET	PINOLE VALLEY RD	HENRY AVE	1,394	37	51,578	R - Residential/Local	A - AC	89	31.72
DUNCAN	010	DUNCAN ROAD	SARAH DR	DEAD END	412	38	15,656	R - Residential/Local	A - AC	35	3.41
DUTRA	010	DUTRA COURT	HAZEL ST	CUL DE SAC	189	31	5,859	R - Residential/Local	A - AC	74	22.41
EMEADO	010	EAST MEADOW AVENUE	MEADOW AVE	MEADOW AVE	1,211	24	29,064	R - Residential/Local	A - AC	64	18.06
EBSN	010	EBSN COURT	SARAH DR	CUL DE SAC	213	36	7,668	R - Residential/Local	O - AC/AC	79	31.69
ELTORO	010	EL TORO WAY	CANYON DR	CUL DE SAC	739	32	23,648	R - Residential/Local	A - AC	73	24.58
ELLERH	010	ELLERHORST STREET	TENNENT AVE	DEAD END	303	36	10,908	R - Residential/Local	A - AC	5	0.00
ELMST	020	ELM STREET	LAUREL AVE	FERN AVE	213	28	5,964	R - Residential/Local	O - AC/AC	37	4.71
EMMADR	010	EMMA DRIVE	ALICE WAY	HENRY AVE	1,737	31	53,847	R - Residential/Local	A - AC	61	15.84
ENCINA	010	ENCINA AVENUE	ROBLE AVE	DEAD END	386	28	10,808	R - Residential/Local	A - AC	56	13.10
ENLOWC	010	ENLOW COURT	PONDEROSA TR	CUL DE SAC	245	36	8,820	R - Residential/Local	A - AC	83	28.25
ESTATE	010	ESTATES AVENUE	SIMAS AVE	RAMONA ST	2,330	38	88,540	C - Collector	A - AC	94	22.65
ESTATE	020	ESTATES AVENUE	RAMONA ST	PINOLE VALLEY RD	2,090	38	79,420	C - Collector	A - AC	34	1.80
ESTREL	010	ESTRELLA COURT	PINOLE VALLEY RD	CUL DE SAC	174	27	4,698	R - Residential/Local	A - AC	18	0.00
FAHEY	010	FAHEY COURT	HENRY AVE	CUL DE SAC	228	31	7,068	R - Residential/Local	A - AC	57	13.67

Street ID	Section ID	Street Name	From	To	Length	Width	Area	Functional Class	Surface Type	Current PCI	Remaining Life
FARIAV	010	FARIA AVENUE	ESTATES AVE	CLARK CT	500	32	16,000	R - Residential/Local	A - AC	13	0.00
FARIAV	020	FARIA AVENUE	CLARK CT	PONDEROSA TR	1,427	38	54,226	R - Residential/Local	A - AC	55	12.54
FARICT	010	FARIA COURT	FARIA AVE	CUL DE SAC	104	61	6,344	R - Residential/Local	A - AC	50	9.89
FERNAV	010	FERN AVENUE	SAN PABLO AVE	VALLEYVIEW ST	519	28	14,532	R - Residential/Local	O - AC/AC	93	46.23
FERNAN	010	FERNANDEZ AVENUE	PRUNE ST	PEAR ST	401	34	13,634	R - Residential/Local	A - AC	2	0.00
FERNAN	015	FERNANDEZ AVENUE	PEAR ST	SAN PABLO AVE	148	29	4,292	R - Residential/Local	A - AC	59	13.82
FITZGE	010	FITGERALD DRIVE	CALTRANS RIGHT OF WAY	JOVITA LN	892	82	73,144	C - Collector	O - AC/AC	57	10.03
FITZGE	020	FITGERALD DRIVE	JOVITA LN	APPIAN WAY	3,198	70	223,860	C - Collector	O - AC/AC	81	25.98
FLAMIN	010	FLAMINGO COURT	GALBRETH RD	CUL DE SAC	234	33	7,722	R - Residential/Local	A - AC	90	32.00
FOOTHI	010	FOOTHILL AVENUE	CANYON DR	RIDGECREST RD	827	38	31,426	R - Residential/Local	A - AC	18	0.00
FRANCI	15	FRANCIS DRIVE	CUL DE SAC	DEAD END (NORTH)	2,042	32	65,344	R - Residential/Local	A - AC	58	14.26
FRANCT	010	FRANCISCA COURT	OAK RIDGE RD	CUL DE SAC	864	32	27,648	R - Residential/Local	A - AC	86	29.98
FRASER	010	FRASER COURT	FRANCIS DR	CUL DE SAC	509	31	15,779	R - Residential/Local	A - AC	85	29.57
GALBRE	15A	GALBRETH ROAD	PINOLE VALLEY RD	BLUE JAY CIR	2,026	33	66,858	R - Residential/Local	A - AC	90	42.83
GALBRE	15B	GALBRETH ROAD	BLUE JAY CIR	END OF CUL DE SAC	608	33	20,064	R - Residential/Local	A - AC	90	42.83
GARRIT	010	GARRITY COURT	PONDEROSA TR	CUL DE SAC	476	36	17,136	R - Residential/Local	A - AC	32	2.57
GATLEY	010	GATLEY DRIVE	PINOLE SHORES DRIVE	CARLOTTA CIR	119	25	2,975	R - Residential/Local	A - AC	79	25.58
GEOFFR	010	GEOFFREY COURT	SARAH DR	CUL DE SAC	158	26	4,108	R - Residential/Local	A - AC	34	3.08
GERZCT	010	GERZ COURT	ESTATES AVE	CUL DE SAC	227	32	7,264	R - Residential/Local	A - AC	81	26.84
GLENCT	010	GLEN COURT	MARIONOLA WAY	CUL DE SAC	382	32	12,224	R - Residential/Local	A - AC	90	32.00
GOULAR	010	GOULARTE DRIVE	MENDOCINO CT	APPALOOSA TR	1,212	38	46,056	R - Residential/Local	A - AC	42	5.99
GOULAR	020	GOULARTE DRIVE	APPALOOSA TR	POULOS CT	892	30	26,760	R - Residential/Local	A - AC	33	2.79
GRANAD	010	GRANADA COURT	PINOLE VALLEY RD	CUL DE SAC	431	27	11,637	R - Residential/Local	A - AC	15	0.00
GREENF	010	GREENFIELD CIRCLE	RIDGECREST DR	END OF LOOP	1,228	25	30,700	R - Residential/Local	A - AC	22	0.00
HAMILT	010	HAMILTON DRIVE	DOIDGE AVE	DEAD END	329	35	11,515	R - Residential/Local	A - AC	17	0.00
HANLCT	010	HANLEY COURT	MARLESTA RD	CUL DE SAC	276	30	8,280	R - Residential/Local	A - AC	63	17.18
HANLDR	010	HANLEY DRIVE	LIMERICK RD	MARLESTA RD	480	38	18,240	R - Residential/Local	A - AC	84	34.41
HANSEN	010	HANSEN PLACE	ROBLE AVE	CUL DE SAC	236	26	6,136	R - Residential/Local	A - AC	47	8.13
HAZEL	005	HAZEL STREET	SUNNYVIEW DR	DEAD END	270	36	9,720	R - Residential/Local	A - AC	87	30.74
HAZEL	015	HAZEL STREET	DEAD END	PINON AVE	798	36	28,728	R - Residential/Local	A - AC	57	13.38
HELENA	010	HELENA COURT	PINOLE VALLEY RD	CUL DE SAC	252	27	6,804	R - Residential/Local	A - AC	17	0.00
HEMLEB	010	HEMLEB COURT	BAYVIEW FARM RD	CUL DE SAC	501	31	15,531	R - Residential/Local	A - AC	84	28.75
HENRY	010	HENRY AVENUE	RIDGECREST RD	LEWIS LN	266	38	10,108	R - Residential/Local	A - AC	59	12.39
HENRY	020	HENRY AVENUE	LEWIS LN	OAK RIDGE DR	1,044	38	39,672	R - Residential/Local	A - AC	87	30.74
HENRY	030	HENRY AVENUE	OAK RIDGE DR	PINOLE VALLEY RD	1,901	38	72,238	R - Residential/Local	A - AC	87	30.74
HENRY	040	HENRY AVENUE	PINOLE VALLEY RD	ALICE WAY	1,606	37	59,422	R - Residential/Local	A - AC	66	19.23

Street ID	Section ID	Street Name	From	To	Length	Width	Area	Functional Class	Surface Type	Current PCI	Remaining Life
HENRY	050	HENRY AVENUE	ALICE WAY	FRANCIS DR	926	37	34,262	R - Residential/Local	A - AC	86	29.98
HENRY	060	HENRY AVENUE	FRANCIS DR	DEAD END	1,437	31	44,547	R - Residential/Local	A - AC	69	19.36
HERMCT	010	HERMOSA COURT	ESTATES AVE	CUL DE SAC	141	27	3,807	R - Residential/Local	A - AC	51	9.90
HERMST	010	HERMOSA STREET	ESTATES AVE	LUCAS ST	940	32	30,080	R - Residential/Local	A - AC	65	18.49
HERMST	020	HERMOSA STREET	LUCAS AVE	SIMAS AVE	1,217	32	38,944	R - Residential/Local	A - AC	87	38.83
HIGUER	010	HIGUERA AVENUE	RAMONA ST	ALAMO ST	379	32	12,128	R - Residential/Local	A - AC	89	31.42
HILLVI	010	HILL VIEW LANE	FARIA AVE	PONDEROSA TR	1,079	36	38,844	R - Residential/Local	A - AC	70	19.96
HOKECT	010	HOKE COURT	CORTE CRUZ	CUL DE SAC	552	33	18,216	R - Residential/Local	O - AC/AC	94	51.00
HOKEDR	010	HOKE DRIVE	SHEA DR	CORTE CRUZ	951	36	34,236	R - Residential/Local	A - AC	14	0.00
HOLLID	010	HOLLIDAY COURT	PONDEROSA TR	CUL DE SAC	207	36	7,452	R - Residential/Local	A - AC	55	12.41
HOYTT	010	HOYTT COURT	PINOLE VALLEY RD	CUL DE SAC	138	31	4,278	R - Residential/Local	A - AC	39	4.88
HUTCHI	010	HUTCHINSON COURT	PINON AVE	CUL DE SAC	521	34	17,714	R - Residential/Local	A - AC	86	29.98
IGNACI	010	IGNACIO COURT	OAK RIDGE RD	CUL DE SAC	106	40	4,240	R - Residential/Local	A - AC	87	30.74
JOHANN	010	JOHANNA COURT	PINOLE VALLEY RD	CUL DE SAC	242	27	6,534	R - Residential/Local	A - AC	62	16.05
JOHNST	010	JOHN STREET	SAN PABLO AVE	PRIVATE DRIVE	686	25	17,150	R - Residential/Local	A - AC	89	31.42
JONES	010	JONES AVENUE	SAN PABLO AVE	GATE	700	19	13,300	R - Residential/Local	A - AC	41	5.68
JORDAN	010	JORDAN WAY	WRIGHT AVE	CUL DE SAC	625	36	22,500	R - Residential/Local	A - AC	0	0.00
JULIA	010	JULIA COURT	PINOLE VALLEY RD	CUL DE SAC	137	27	3,699	R - Residential/Local	A - AC	22	0.00
KELLEY	010	KELLEY COURT	MANN DR	CUL DE SAC	234	26	6,084	R - Residential/Local	A - AC	73	24.96
KENMAR	010	KENMAR COURT	MARLESTA RD	CUL DE SAC	254	30	7,620	R - Residential/Local	A - AC	66	19.39
KILDAR	010	KILDARE WAY	SHAWN DR	TARA HILLS DR	1,289	36	46,404	R - Residential/Local	A - AC	23	0.00
KILDAR	020	KILDARE WAY	TARA HILLS DR	MARLESTA RD	665	36	23,940	R - Residential/Local	A - AC	7	0.00
KILKEN	010	KILKENNY WAY	KILDARE WAY	TARA HILLS DR	1,792	36	64,512	R - Residential/Local	A - AC	38	4.53
KILRUS	010	KILRUSH COURT	KILKENY WAY	CUL DE SAC	399	36	14,364	R - Residential/Local	A - AC	12	0.00
KITTER	010	KITTERY WAY	KILDARE WAY	SHAWN DR	951	36	34,236	R - Residential/Local	A - AC	8	0.00
KYERST	010	KYER STREET	HERMOSA ST	ESTATES AVE	491	32	15,712	R - Residential/Local	A - AC	64	17.87
LACANA	010	LA CANADA COURT	SAVAGE AVE	CUL DE SAC	424	32	13,568	R - Residential/Local	A - AC	85	36.33
LAREIN	010	LA REINA STREET	HERMOSA ST	RAMONA ST	525	36	18,900	R - Residential/Local	A - AC	87	30.74
LASALC	010	LA SALLE COURT	LA SALLE DR	CUL DE SAC	239	24	5,736	R - Residential/Local	A - AC	10	0.00
LASALL	010	LA SALLE DRIVE	TENNENT AVE	CALAIS DR	367	24	8,808	R - Residential/Local	A - AC	26	0.36
LASSEN	010	LASSEN WAY	SIMAS AVE	DEAD END	704	36	25,344	R - Residential/Local	A - AC	40	4.96
LAUREL	010	LAUREL AVENUE	SAN PABLO AVE	PRIVATE DRIVE	586	28	16,408	R - Residential/Local	O - AC/AC	84	28.28
LEFEBV	010	LE FEBVRE WAY	SUMMIT DR	TEMP DEAD END	477	29	13,833	R - Residential/Local	A - AC	46	8.00
LEROY	010	LEROY AVENUE	LE FABVRE WY	CUL DE SAC	407	28	11,396	R - Residential/Local	A - AC	53	10.85
LEWIS	010	LEWIS LANE	HENRY AVE	CUL DE SAC	421	26	10,946	R - Residential/Local	A - AC	17	0.00
LIMERI	010	LIMERICK ROAD	TARA HILLS DR	O'CONNER DR	1,313	34	44,642	R - Residential/Local	A - AC	68	20.77

Street ID	Section ID	Street Name	From	To	Length	Width	Area	Functional Class	Surface Type	Current PCI	Remaining Life
LUCAS	010	LUCAS AVENUE	ESTATES AVE	RAMONA ST	970	32	31,040	R - Residential/Local	A - AC	86	29.98
LUCAS	020	LUCAS AVENUE	RAMONA ST	CUL DE SAC	175	29	5,075	R - Residential/Local	A - AC	55	12.36
LYNNDR	010	LYNN DRIVE	SARAH DR	MICHAEL DR	827	38	31,426	R - Residential/Local	A - AC	30	1.67
MADERA	010	MADERA STREET	DOIDGE AVE	WRIGHT AVE	488	32	15,616	R - Residential/Local	A - AC	20	0.00
MADRON	010	MADRONE AVENUE	SAN PABLO AVE	PRIVATE DRIVE	141	16	2,256	R - Residential/Local	A - AC	74	25.70
MAIDEN	434	MAIDEN LANE	SAN PABLO DRIVE (DOES NOT INCLUDE PCC)	TO ROAD NARROWS	52	21	1,092	R - Residential/Local	A - AC	70	22.47
MAIDEN	434A	MAIDEN LANE	ROAD NARROWS (52' N. OF SAN PABLO)	END OF PCC	115	21	2,415	R - Residential/Local	P - PCC	87	65.94
MAJORV	010	MAJOR VISTA COURT	CRESTVIEW DR	CUL DE SAC	555	31	17,205	R - Residential/Local	A - AC	87	30.50
MANNDR	005	MANN DRIVE	APPIAN WAY	PAVEMENT CHANGE	642	37	23,754	R - Residential/Local	A - AC	20	0.00
MANNDR	015	MANN DRIVE	PAVEMENT CHANGE	MCDONALD DR	1,091	37	40,367	R - Residential/Local	A - AC	67	18.20
MARCST	010	MARCUS STREET	S/O DOIDGE AVE	WRIGHT AVE	393	35	13,755	R - Residential/Local	A - AC	30	1.81
MARCST	020	MARCUS STREET	DOIDGE AVE	CUL DE SAC	1,164	35	40,740	R - Residential/Local	A - AC	8	0.00
MARIAC	010	MARIA COURT	PINOLE VALLEY RD	CUL DE SAC	127	27	3,429	R - Residential/Local	A - AC	20	0.00
MARION	010	MARIONOLA WAY	TESORO CT	HOUSE #1199	665	38	25,270	R - Residential/Local	A - AC	38	4.55
MARION	020	MARIONOLA WAY	HOUSE #1199	MARLESTA RD	694	32	22,208	R - Residential/Local	A - AC	10	0.00
MARLES	010	MARLESTA ROAD	HANLEY DR	HOUSE #600	750	38	28,500	C - Collector	A - AC	59	8.01
MARLES	020	MARLESTA ROAD	HOUSE #600	KILDARE WAY	1,241	38	47,158	C - Collector	A - AC	90	20.77
MARLES	030	MARLESTA ROAD	KILDARE WAY	MCDONALD DR	1,700	36	61,200	C - Collector	A - AC	62	8.97
MARLES	040	MARLESTA ROAD	MCDONALD DR	APPIAN WAY	1,536	36	55,296	C - Collector	A - AC	68	11.07
MARLES	050	MARLESTA ROAD	APPIAN WAY	CUL DE SAC	808	36	29,088	C - Collector	A - AC	0	0.00
MARLIN	010	MARLIN COURT	PINOLE VALLEY RD	CUL DE SAC	239	31	7,409	R - Residential/Local	A - AC	29	1.28
MARTIN	010	MARTINEZ COURT	PINOLE VALLEY RD	CUL DE SAC	468	36	16,848	R - Residential/Local	A - AC	19	0.00
MCDONA	010	MCDONALD DRIVE	MARLESTA RD	CUL DE SAC	1,844	37	68,228	R - Residential/Local	A - AC	85	36.31
MEADOW	010	MEADOW AVENUE	MARLESTA RD	NOB HILL AVE	687	24	16,488	R - Residential/Local	A - AC	89	31.42
MEADOW	020	MEADOW AVENUE	NOB HILL AVE	SAN PABLO AVE	927	24	22,248	R - Residential/Local	A - AC	85	29.35
MEENA	433	MEEHAN COURT	CARLOTTA CIRCLE	CUL-DE-SAC	129	38	4,902	R - Residential/Local	A - AC	77	24.30
MENDCT	010	MENDOCINO COURT	GOULARTE DR	CUL DE SAC	211	30	6,330	R - Residential/Local	A - AC	30	1.72
MENDDR	010	MENDOCINO DRIVE	SIMAS AVE	TAMALPAIS DR	696	37	25,752	R - Residential/Local	A - AC	83	28.11
MENDDR	020	MENDOCINO DRIVE	TAMALPAIS DR	GOULARTE DR	921	27	24,867	R - Residential/Local	A - AC	48	8.52
MICHAEL	010	MICHAEL DRIVE	APPIAN WAY	CUL DE SAC	636	32	20,352	R - Residential/Local	A - AC	51	9.91
MONTCL	010	MONTCLAIR COURT	SANTA BARBARA DR	CUL DE SAC	204	32	6,528	R - Residential/Local	A - AC	84	32.97
MONTEV	010	MONTE VERDE DRIVE	PINOLE VALLEY RD	ALHAMBRA WAY	1,126	36	40,536	R - Residential/Local	A - AC	62	16.40
MONTVI	010	MONTE VISTA DRIVE	PINOLE VALLEY DR	ALHAMBRA WAY	1,403	36	50,508	R - Residential/Local	A - AC	55	12.21
MOORE	010	MOORE COURT	DOIDGE AVE	CUL DE SAC	377	32	12,064	R - Residential/Local	A - AC	20	0.00

Street ID	Section ID	Street Name	From	To	Length	Width	Area	Functional Class	Surface Type	Current PCI	Remaining Life
MORAGA	010	MORAGA DRIVE	SAVAGE AVE	SIMAS AVE	918	36	33,048	R - Residential/Local	A - AC	57	13.60
MORAGA	020	MORAGA DRIVE	SIMAS AVE	TAMALPAIS DR	854	32	27,328	R - Residential/Local	A - AC	91	32.66
NAOMI	010	NAOMI COURT	SHEA DR	CUL DE SAC	328	27	8,856	R - Residential/Local	A - AC	15	0.00
NEVACT	010	NEVA COURT	PINOLE VALLEY RD	CUL DE SAC	111	27	2,997	R - Residential/Local	A - AC	26	0.41
NOBHIL	010	NOB HILL AVENUE	MEADOW AVE	SUNNYVIEW DR	949	24	22,776	R - Residential/Local	A - AC	88	31.05
NOBHIL	020	NOB HILL AVENUE	SUNNYVIEW DR	HOUSE #1100	502	32	16,064	R - Residential/Local	A - AC	62	16.41
NOBHIL	030	NOB HILL AVENUE	HOUSE #1100	APPIAN WAY	1,353	32	43,296	R - Residential/Local	O - AC/AC	93	48.53
NRANCH	010	NORTH RANCHO PLACE	CITY LIMITS (OFF N RANCHO RD)	CUL DE SAC	376	36	13,536	R - Residential/Local	A - AC	64	18.12
OCONNE	010	O CONNOR DRIVE	CITY LIMITS (HOUSE #401)	BANTRY RD	479	34	16,286	R - Residential/Local	A - AC	87	30.52
OAKRID	010	OAK RIDGE ROAD	HENRY AVE	IGNACIO CT	472	30	14,160	C - Collector	A - AC	75	13.43
OAKRID	020	OAK RIDGE ROAD	IGNACIO CT	SAN PABLO AVE	1,464	27	39,528	C - Collector	A - AC	80	15.63
OLINDA	010	OLINDA COURT	PINOLE VALLEY RD	CUL DE SAC	172	27	4,644	R - Residential/Local	A - AC	32	2.56
ORLEAN	010	ORLEANS DRIVE	CUL DE SAC (WEST)	TENNENT AVE	1,158	25	28,950	R - Residential/Local	A - AC	21	0.00
ORLEAN	020	ORLEANS DRIVE	TENNENT AVE	NORTH DEAD END	483	24	11,592	R - Residential/Local	O - AC/AC	89	38.38
OWENS	010	OWENS COURT	SHEA DR	CUL DE SAC	500	32	16,000	R - Residential/Local	A - AC	50	9.41
PAGECT	010	PAGE COURT	KILKENNY WAY	CUL DE SAC	357	36	12,852	R - Residential/Local	A - AC	23	0.00
PALOMA	010	PALOMA STREET	ESTATES AVE	DEAD END	802	38	30,476	R - Residential/Local	A - AC	62	16.73
PALOS	010	PALOS COURT	STOKES AVE	CUL DE SAC	129	27	3,483	R - Residential/Local	A - AC	16	0.00
PARKST	010	PARK STREET	QUINAN AVE	TENNENT AVE	235	35	8,225	R - Residential/Local	A - AC	77	26.50
PATRIC	010	PATRICK DRIVE	DEAD END SOUTH OF NOB HILL AVE	SUNNYVIEW DR	1,030	25	25,750	R - Residential/Local	A - AC	66	19.31
PEACH	010	PEACH STREET	TENNENT AVE	DEAD END	362	32	11,584	R - Residential/Local	A - AC	1	0.00
PEARST	010	PEAR STREET	OAK RIDGE RD	TENNENT AVE	613	32	19,616	R - Residential/Local	A - AC	28	1.12
PEARST	020	PEAR STREET	TENNENT AVE	FERNANDEZ AVE	218	31	6,758	R - Residential/Local	A - AC	18	0.00
PFEIFL	010	PFEIFFER LANE	PFEIFER WAY	DEAD END	234	21	4,914	R - Residential/Local	A - AC	15	0.00
PFEIFW	010	PFEIFFER WAY	DOIDGE AVE	PFEIFER LANE	838	22	18,436	R - Residential/Local	A - AC	6	0.00
PFEIFW	020	PFEIFFER WAY	PFEIFER LANE	CUL DE SAC	362	29	10,498	R - Residential/Local	A - AC	29	1.45
PINEAV	010	PINE AVENUE	SMITH AVE	DEAD END	531	26	13,806	R - Residential/Local	A - AC	20	0.00
PINOLE	010	PINOLE SHORES DRIVE	SAN PABLO AVE	100 SOUTH OF OVERPASS	531	65	34,515	R - Residential/Local	A - AC	41	5.69
PINOLE	020	PINOLE SHORES DRIVE	100 SOUTH OF OVERPASS	DEL MONTE DR	917	42	38,514	R - Residential/Local	A - AC	45	7.50
PINOLE	030	PINOLE SHORES DRIVE	DEL MONTE DR	CUL DE SAC	592	42	24,864	R - Residential/Local	A - AC	87	30.74
PINOLV	010	PINOLE VALLEY ROAD	CITY LIMITS EAST OF MARLIN CT	PINOLE CREEK BRIDGE #6	1,897	38	72,086	A - Arterial	A - AC	46	6.12

Street ID	Section ID	Street Name	From	To	Length	Width	Area	Functional Class	Surface Type	Current PCI	Remaining Life
PINOLV	020	PINOLE VALLEY ROAD	PINOLE CREEK BRIDGE #6	BRIDGE WEST OF SAVAGE ST	2,131	50	106,550	A - Arterial	A - AC	50	7.61
PINOLV	030	PINOLE VALLEY ROAD	BRIDGE WEST OF SAVAGE ST	COLLINS AVE (NORTH INT)	2,484	39	96,876	A - Arterial	A - AC	44	5.42
PINOLV	035	PINOLE VALLEY ROAD	COLLINS AVE (NORTH INT)	SIMAS AVE	760	50	38,000	A - Arterial	O - AC/AC	30	1.17
PINOLV	045	PINOLE VALLEY ROAD	SIMAS AVE	GRANADA CT	1,929	61	117,669	A - Arterial	O - AC/AC	71	16.66
PINOLV	050	PINOLE VALLEY ROAD	GRANADA CT	ESTATES AVE	2,502	61	152,622	A - Arterial	O - AC/AC	71	16.66
PINOLV	055	PINOLE VALLEY ROAD	ESTATES AVE	I-80 OFF-RAMP	840	60	50,400	A - Arterial	A - AC	48	6.93
PINOLV	065	PINOLE VALLEY ROAD	I-80 OFF-RAMP	HENRY AVE	1,386	60	83,160	A - Arterial	A - AC	56	9.78
PINOLV	070	PINOLE VALLEY ROAD	HENRY AVE	TENNENT AVE	751	42	31,542	A - Arterial	A - AC	45	5.76
PINOLV	080	PINOLE VALLEY ROAD	TENNENT AVE	SAN PABLO AVE	1,650	32	52,800	A - Arterial	A - AC	39	3.82
PINONA	010	PINON AVENUE	SAN PABLO AVE	BELFAIR DR	1,448	38	55,024	R - Residential/Local	A - AC	46	7.98
PINONA	020	PINON AVENUE	BELFAIR DR	DEAD END	547	38	20,786	R - Residential/Local	A - AC	55	11.81
PLUMST	010	PLUM STREET	SCHOOL ENTRANCE	TENNENT AVE	410	36	14,760	R - Residential/Local	A - AC	0	0.00
PLUMST	020	PLUM STREET	TENNENT AVE	DEAD END NORTH OF FERNANDEZ AV	341	36	12,276	R - Residential/Local	A - AC	9	0.00
PONDER	010	PONDEROSA TRAIL	FARIA AVE	FARIA AVE	2,036	36	73,296	R - Residential/Local	A - AC	76	23.66
PONDER	020A	PONDEROSA TRAIL	FARIA AVE	HOLIDAY CT	634	38	24,092	R - Residential/Local	A - AC	85	29.14
PONDER	020B	PONDEROSA TRAIL	HOLIDAY CT	DEAD END SOUTH OF ALAMO ST	1,531	38	58,178	R - Residential/Local	A - AC	85	29.14
POQUIT	010	POQUITO COURT	CUL DE SAC S. OF CANYON DR	CUL DE SAC N. OF CANYON DR	253	34	8,602	R - Residential/Local	A - AC	48	8.79
POTRER	010	POTRERO COURT	PINOLE VALLEY RD	CUL DE SAC	248	27	6,696	R - Residential/Local	A - AC	36	3.67
POULOS	010	POULOS COURT	GOULARTE DR	CUL DE SAC	322	30	9,660	R - Residential/Local	A - AC	40	5.16
PRIMRO	010	PRIMROSE LANE	PINON AVE	LOPES CT	546	32	17,472	R - Residential/Local	A - AC	48	8.92
PRIMRO	020	PRIMROSE LANE	LOPES CT	CUL DE SAC	665	32	21,280	R - Residential/Local	A - AC	91	32.47
PRUNE	010	PRUNE STREET	DEAD END	TENNENT AVE	301	34	10,234	R - Residential/Local	A - AC	15	0.00
PRUNE	020	PRUNE STREET	TENNENT AVE	FERNANDEZ AVE	238	34	8,092	R - Residential/Local	A - AC	12	0.00
QUINAN	010	QUINAN AVENUE	SAN PABLO AVE	BUENA VISTA DR (SOUTH INT)	533	36	19,188	R - Residential/Local	A - AC	54	12.00
QUINAN	020	QUINAN AVENUE	BUENA VISTA DR (SOUTH INT)	BUENA VISTA DR (NORTH INT)	258	27	6,966	R - Residential/Local	A - AC	9	0.00
RAFAEL	010	RAFAELA STREET	PINOLE VALLEY RD	JOHN ST	502	28	14,056	R - Residential/Local	A - AC	85	35.97
RAILAV	010	RAILROAD AVENUE	TENNENT AVE	END	300	35	10,500	R - Residential/Local	A - AC	36	3.68
RAMEY	010	RAMEY COURT	ORLEANS DR	CUL DE SAC	121	25	3,025	R - Residential/Local	A - AC	37	4.08
RAMONA	010	RAMONA STREET	PINOLE VALLEY RD	LUCAS AVE	2,321	38	88,198	R - Residential/Local	A - AC	42	6.08
RAMONA	020	RAMONA STREET	LUCAS AVE	SIMAS AVE	1,444	38	54,872	R - Residential/Local	A - AC	59	14.71

Street ID	Section ID	Street Name	From	To	Length	Width	Area	Functional Class	Surface Type	Current PCI	Remaining Life
REBECC	010	REBECCA DRIVE	SARAH DR	MICHAEL DR	1,027	32	32,864	R - Residential/Local	A - AC	39	4.95
REMUDA	010	REMUDA WAY	CAROL ST	SIMAS AVE	932	36	33,552	R - Residential/Local	A - AC	17	0.00
RIDGECE	010	RIDGECREST ROAD	CANYON DR	HOUSE #1569	367	32	11,744	R - Residential/Local	A - AC	73	21.28
RIDGECE	020	RIDGECREST ROAD	HOUSE #1569	TESORO CT	1,880	37	69,560	R - Residential/Local	A - AC	86	35.93
RISING	010	RISING GLEN ROAD	MARLESTA RD	CUL DE SAC	897	32	28,704	R - Residential/Local	A - AC	69	21.56
ROBERT	010	ROBERT COURT	ALICE WAY	CUL DE SAC	211	27	5,697	R - Residential/Local	A - AC	55	12.50
ROBLE	010	ROBLE AVENUE	SAN PABLO AVE	ENCINA AVE	251	28	7,028	R - Residential/Local	O - AC/AC	85	40.04
ROBLE	020	ROBLE AVENUE	ENCINA AVE	PINON AVE	420	29	12,180	R - Residential/Local	A - AC	47	8.06
ROGERS	010	ROGERS WAY	NOB HILL AVE	SAN PABLO AVE	650	32	20,800	R - Residential/Local	A - AC	83	34.06
RUFFAV	010	RUFF AVENUE	FARIA AVE	PALOMA ST	1,113	32	35,616	R - Residential/Local	A - AC	93	33.33
RUFFCT	010	RUFF COURT	FARIA ST	CUL DE SAC	371	32	11,872	R - Residential/Local	A - AC	84	33.97
SAMUEL	010	SAMUEL STREET	PINOLE VALLEY RD	DEAD END	369	19	7,011	R - Residential/Local	A - AC	58	13.97
SANPAB	005	SAN PABLO AVENUE	CITY LIMITS AT CHURCH	PAVEMENT TRANSITION AT DURSEY DR	440	70	30,800	A - Arterial	A - AC	22	0.00
SANPAB	010	SAN PABLO AVENUE	PAVEMENT TRANSITION AT DURSEY DR	BELMONT WAY	443	70	31,010	A - Arterial	A - AC	35	2.60
SANPAB	020	SAN PABLO AVENUE	BELMONT WAY	PINOLE SHORES DR	1,813	58	105,154	A - Arterial	A - AC	47	6.25
SANPAB	030	SAN PABLO AVENUE	PINOLE SHORES DR	SUNNYVIEW DR	1,506	72	108,432	A - Arterial	O - AC/AC	77	19.62
SANPAB	040	SAN PABLO AVENUE	SUNNYVIEW DR	APPIAN WAY	1,892	72	136,224	A - Arterial	O - AC/AC	78	20.45
SANPAB	050	SAN PABLO AVENUE	APPIAN WAY	OAK RIDGE RD	1,706	66	112,596	A - Arterial	A - AC	54	8.66
SANPAB	055	SAN PABLO AVENUE	OAK RIDGE RD	BRIDGE (HERCULES CL)	2,205	60	132,300	A - Arterial	A - AC	51	7.67
SANDRA	010	SANDRA COURT	REBECCA DR	CUL DE SAC	288	26	7,488	R - Residential/Local	A - AC	51	9.81
SANTAB	010	SANTA BARBARA DRIVE	RAMONA ST	SILVERADO DR	843	36	30,348	R - Residential/Local	A - AC	83	33.70
SARACT	010	SARAH COURT	SHEA DR	CUL DE SAC	756	44	33,264	R - Residential/Local	O - AC/AC	89	38.38
SARADR	010	SARAH DRIVE	APPIAN WAY	LYNN DR	168	52	8,736	C - Collector	A - AC	37	2.47
SARADR	020	SARAH DRIVE	LYNN DR	HOUSE #1980	2,269	38	86,222	C - Collector	A - AC	16	0.00
SARADR	030A	SARAH DRIVE	HOUSE #1980	SHEA DR	1,009	24	24,216	C - Collector	A - AC	19	0.00
SARADR	030C	SARAH DRIVE	HOUSE #1980 (PCC shoulders)	SHEA DR	1,009	24	24,216	C - Collector	P - PCC	63	23.09
SARITA	371	SARITA COURT	PINOLE VALLEY RD	CUL DE SAC	106	27	2,862	R - Residential/Local	A - AC	40	5.08
SAVAGE	015	SAVAGE AVENUE	SIMAS AVE	PINOLE VALLEY RD	2,425	38	92,150	R - Residential/Local	A - AC	67	20.21
SEVILL	010	SEVILLE COURT	MONTE VERDE DRIVE	CUL DE SAC	569	32	18,208	R - Residential/Local	A - AC	46	7.58
SHADYD	010	SHADY DRAW	SIMAS AVE	DEAD END	705	38	26,790	R - Residential/Local	A - AC	33	2.68
SHAWN	010	SHAWN DR	CITY LIMITS	TARA HILLS DR	720	36	25,920	R - Residential/Local	A - AC	3	0.00
SHEADR	010	SHEA DRIVE	PINOLE VALLEY RD	SARAH DR	2,579	35	90,265	C - Collector	A - AC	22	0.00
SILVRC	010	SILVER COURT	SIMAS AVE	CUL DE SAC	307	36	11,052	R - Residential/Local	A - AC	37	4.27

Street ID	Section ID	Street Name	From	To	Length	Width	Area	Functional Class	Surface Type	Current PCI	Remaining Life
SILVAD	010	SILVERADO DRIVE	SIMAS AVE	PRIVATE DRIVE	1,524	38	57,912	R - Residential/Local	A - AC	46	7.78
SILVCT	010	SILVERCREST COURT	VICTOR AVE	CUL DE SAC	554	31	17,174	R - Residential/Local	A - AC	87	37.20
SILVST	010	SILVERCREST STREET	VICTOR AVE	DEAD END	389	31	12,059	R - Residential/Local	A - AC	90	32.00
SIMAS	005	SIMAS AVENUE	DEAD END	PINOLE VALLEY RD	144	34	4,896	R - Residential/Local	A - AC	6	0.00
SIMAS	010	SIMAS AVENUE	PINOLE VALLEY RD	DIABLO CT	1,746	38	66,348	C - Collector	O - AC/AC	82	26.88
SIMAS	015	SIMAS AVENUE	DIABLO CT	APPALOOSA TR	2,628	38	99,864	C - Collector	O - AC/AC	82	26.17
SIMAS	020	SIMAS AVENUE	APPALOOSA TR	PINOLE VALLEY RD	2,111	36	75,996	C - Collector	O - AC/AC	82	25.74
SMITH	010	SMITH AVENUE	SAN PABLO AVE	DEAD END	711	19	13,509	R - Residential/Local	A - AC	30	1.84
SONOMA	010	SONOMA WAY	MORAGA DR	MENDOCINO AVE	982	32	31,424	R - Residential/Local	A - AC	88	31.09
STOKES	010	STOKES AVENUE	DOIDGE AVE	MOORE CT	1,074	32	34,368	R - Residential/Local	A - AC	47	7.96
SUMMCT	010	SUMMIT COURT	SUMMIT DR	CUL DE SAC	118	30	3,540	R - Residential/Local	A - AC	89	31.42
SUMMDR	010	SUMMIT DRIVE	CUL DE SAC (SOUTH)	BUENA VISTA DR	493	24	11,832	R - Residential/Local	A - AC	74	24.50
SUMMDR	020	SUMMIT DRIVE	BUENA VISTA DR	CUL DE SAC (NORTH-EAST)	884	28	24,752	R - Residential/Local	A - AC	83	27.80
SUNVCT	010	SUNNYVIEW COURT	MARLESTA DR	CUL DE SAC	261	25	6,525	R - Residential/Local	O - AC/AC	85	40.03
SUNVDR	010	SUNNYVIEW DRIVE	MARELSTA RD	SAN PABLO AVE	1,108	34	37,672	R - Residential/Local	A - AC	89	31.42
SUNVDR	020A	SUNNYVIEW DRIVE	SAN PABLO AVE	BAY VIEW FARM RD	600	38	22,800	R - Residential/Local	A - AC	88	41.05
SUNVDR	020B	SUNNYVIEW DRIVE	BAY VIEW FARM RD	DEAD END AT WOY CIRCLE	1,197	38	45,486	R - Residential/Local	A - AC	88	41.05
TAMALP	010	TAMALPAIS DRIVE	SIMAS AVE	MENDOCINO DR	2,281	36	82,116	R - Residential/Local	A - AC	51	10.41
TAPER	010	TAPER STREET	PINOLE VALLEY RD	DEAD END	352	31	10,912	R - Residential/Local	A - AC	24	0.00
TARAHI	010	TARA HILLS DRIVE	CITY LIMITS(HOUSE #885)	APPIAN WAY	3,214	62	199,268	C - Collector	A - AC	26	0.20
TENNAV	010	TENNENT AVENUE	PINOLE VALLEY RD	SAN PABLO AVE	1,411	36	50,796	A - Arterial	A - AC	34	2.37
TENNAV	020	TENNENT AVENUE	SAN PABLO AVE	LA SALLE DR	1,368	36	49,248	A - Arterial	A - AC	23	0.00
TENNAV	030	TENNENT AVENUE	LA SALLE DR	BRIDGE	1,576	36	56,736	A - Arterial	A - AC	20	0.00
TENNCT	010	TENNENT COURT	TENNENT AVE	CUL DE SAC	158	24	3,792	R - Residential/Local	A - AC	27	0.78
TERRY	010	TERRY COURT	MENDOCINO DR	CUL DE SAC	341	29	9,889	R - Residential/Local	A - AC	35	3.50
TESORO	010	TESORO COURT	RIDGECREST RD	CUL DE SAC	447	32	14,304	R - Residential/Local	A - AC	87	30.51
THOMAS	010	THOMAS COURT	TERRY CT	CUL DE SAC	398	30	11,940	R - Residential/Local	A - AC	31	2.09
TOMAR	010	TOMAR COURT	COLLINS AVE	CUL DE SAC	107	32	3,424	R - Residential/Local	A - AC	45	7.22
TOWNS	010	TOWNS COURT	WRIGHT AVE	CUL DE SAC	222	36	7,992	R - Residential/Local	A - AC	21	0.00
VALLAV	010	VALLEY AVENUE	SAN PABLO AVE	CHARLES AVE	165	28	4,620	R - Residential/Local	A - AC	56	12.60
VALLDR	010	VALLEY VIEW DRIVE	FERN AVE	BUENA VISTA DR	189	28	5,292	R - Residential/Local	A - AC	85	29.14
VICTOR	010	VICTOR STREET	DOIDGE AVE	WRIGHT AVE	555	32	17,760	R - Residential/Local	A - AC	12	0.00
VICTOR	020	VICTOR STREET	WRIGHT AVE	SILVERCREST ST	1,127	36	40,572	R - Residential/Local	A - AC	84	34.11

Street ID	Section ID	Street Name	From	To	Length	Width	Area	Functional Class	Surface Type	Current PCI	Remaining Life
VINCEN	010	VINCENT DRIVE	DOIDGE AVE	DEAD END	446	35	15,610	R - Residential/Local	A - AC	21	0.00
VONDOL	010	VON DOLLEN COURT	GOULARTE DR/POULOS CT	CUL DE SAC	580	30	17,400	R - Residential/Local	A - AC	44	6.76
WALLAC	010	WALLACE COURT	KILKENNY WAY	CUL DE SAC	565	36	20,340	R - Residential/Local	A - AC	27	0.73
WALTER	010	WALTER AVENUE	SAN PABLO AVE	DEAD END	419	21	8,799	R - Residential/Local	A - AC	5	0.00
WALTON	010	WALTON COURT	WRIGHT AVE	CUL DE SAC	153	35	5,355	R - Residential/Local	A - AC	11	0.00
WHIPOR	010	WHIPPOORWILL COURT	GALBRETH RD	CUL DE SAC	609	33	20,097	R - Residential/Local	A - AC	86	35.93
WILDE	010	WILDE COURT	KILDARE WAY	CUL DE SAC	201	36	7,236	R - Residential/Local	A - AC	87	30.74
WILLOW	010	WILLOW STREET	PEACH ST	DEAD END	284	28	7,952	R - Residential/Local	A - AC	8	0.00
WOODSI	010	WOODSIDE COURT	VICTOR AVE	CUL DE SAC	561	31	17,391	R - Residential/Local	A - AC	87	38.33
WRIGHT	010	WRIGHT AVENUE	PINOLE VALLEY RD	VICTOR ST	2,200	38	83,600	C - Collector	A - AC	22	0.00
WRIGHT	020	WRIGHT AVENUE	VICTOR ST	DOIDGE AVE	2,294	38	87,172	C - Collector	A - AC	3	0.00
WRIGHT	030	WRIGHT AVENUE	DOIDGE AVE	DEAD END	1,832	38	69,616	C - Collector	A - AC	16	0.00
ZOECT	010	ZOE COURT	ORLEANS DR	CUL DE SAC	271	27	7,317	R - Residential/Local	A - AC	44	7.00

Total Section Length:	275,661
Total Section Area:	10,296,208



SECTION II

- Preventative Maintenance and Rehabilitation Decision Tree
- Budget Needs – Projected PCI/Cost Summary
- Budget Needs – Preventative Maintenance Treatment/ Cost Summary
- Budget Needs – Rehabilitation Maintenance Treatment/ Cost Summary

PREVENTATIVE MAINTENANCE (PM) DECISION TREE

Preventative maintenance is the most cost-effective application to extend the life of streets and investment. Preventive Maintenance is designed to slow pavement deterioration.

This preventative maintenance report shows treatments and costs associated with preventative maintenance (Category I PCI Range = PM Treatment greater than/equal to 70 PCI). The PM decision tree is broken down by functional class and surface type. A management section with a PCI equal to/less than 70 is classified under the rehabilitation decision tree.

Below is a PM decision tree description:

Decision Tree Number/ID – This number is associated with the decision tree functional classification and surface type

Functional Classification – This is a group of streets or roadway subsystems that are classified pending on the level of service and traffic.

A – Arterial

C – Collector

R – Residential/Local

O – Other (user defined)

Surface Type – Is the type of surface specific for a management section. The classifications are:

AC – Asphalt Concrete

AC/AC – Asphalt Concrete over Asphalt Concrete

PCC – Portland Cement Concrete

AC/PCC – Asphalt Concrete over Portland Cement Concrete

Treatment Type and Descriptions – There are three categories for PM treatment (category I greater than equal to 70 PCI):

Cost per Square Yard – Unit cost assigned to each treatment with an exception of crack seal which is a linear foot unit.

Years Between Crack Seal – Defines the number of years between crack seal applications

Years Between Seal – Defines the number of years between surface seal applications

of Surface Seals before Overlay – Sets the maximum number of surface seals that can be applied before a “restoration” treatment is recommended.

REHABILITATION MAINTENANCE DECISION TREE

This rehabilitation decision tree report shows treatments and costs associated with rehabilitation maintenance (Category II – V PCI range 0 to 69 PCI). The rehabilitation decision tree is broken down by functional class and surface type. A management section with a PCI equal to/greater than 70 is classified under the rehabilitation decision tree.

Below is a PM decision tree description:

Decision Tree Number/ID – This number is associated with the decision tree functional classification and surface type

Functional Classification – This is a group of streets or roadway subsystems that are classified pending on the level of service and traffic.

A – Arterial

C – Collector

R – Residential/Local

O – Other (user defined)

Surface Type – Is the type of surface specific for a management section. The classifications are:

AC – Asphalt Concrete

AC/AC – Asphalt Concrete over Asphalt Concrete

PCC – Portland Cement Concrete

AC/PCC – Asphalt Concrete over Portland Cement Concrete

Condition Category

Condition Category II (50-69 PCI)– Good, Non-Load Related – Light Rehabilitation

Condition Category III (50-69 PCI)– Good, Load Related – Light Rehabilitation

Condition Category IV (25-49 PCI) – Poor – Moderate Rehabilitation

Condition Category V (0-24 PCI) – Very Poor – Heavy Rehabilitation

Treatments – Treatment is assigned based on the management section PCI rating

Cost per Square Yard – Unit cost assigned to each treatment

Decision Tree

Printed: 5/2/2022

Functional Class	Surface	Condition Category	Treatment Type	Treatment	Cost/Sq Yd, except Seal Cracks in LF:	Yrs Between Crack Seals	Yrs Between Surface Seals	# of Surface Seals before Overlay
Arterial	AC	I - Very Good	Crack Treatment	SEAL CRACKS	\$1.50	4		
			Surface Treatment	SLURRY SEAL	\$4.00		8	
			Restoration Treatment	THIN AC OVERLAY(1.5 INCHES)	\$23.50			4
		II - Good, Non-Load Related		RUBBER CAPE SEAL	\$26.00			
		III - Good, Load Related		THICK AC OVERLAY(2.5 INCHES)	\$53.00			
		IV - Poor		MILL AND THICK OVERLAY	\$55.00			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$126.75			
	AC/AC	I - Very Good	Crack Treatment	SEAL CRACKS	\$1.50	4		
			Surface Treatment	SLURRY SEAL	\$4.00		8	
			Restoration Treatment	THIN AC OVERLAY(1.5 INCHES)	\$23.50			4
		II - Good, Non-Load Related		RUBBER CAPE SEAL	\$26.00			
		III - Good, Load Related		THICK AC OVERLAY(2.5 INCHES)	\$53.00			
		IV - Poor		MILL AND THICK OVERLAY	\$55.00			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$126.75			
	AC/PCC	I - Very Good	Crack Treatment	SEAL CRACKS	\$1.50	4		
			Surface Treatment	SLURRY SEAL	\$3.50		5	
			Restoration Treatment	THIN AC OVERLAY(1.5 INCHES)	\$23.50			4
		II - Good, Non-Load Related		RUBBER CAPE SEAL	\$15.00			
		III - Good, Load Related		THICK AC OVERLAY(2.5 INCHES)	\$33.50			
		IV - Poor		MILL AND THICK OVERLAY	\$35.50			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$126.75			
	PCC	I - Very Good	Crack Treatment	DO NOTHING	\$0.00	4		
			Surface Treatment	DO NOTHING	\$0.00		5	
			Restoration Treatment	DO NOTHING	\$0.00			4
		II - Good, Non-Load Related		DO NOTHING	\$0.00			
		III - Good, Load Related		DO NOTHING	\$0.00			
		IV - Poor		THICK AC OVERLAY(2.5 INCHES)	\$33.50			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$126.75			

Functional Class and Surface combination not used

Selected Treatment is not a Surface Seal

Decision Tree

Printed: 5/2/2022

Functional Class	Surface	Condition Category	Treatment Type	Treatment	Cost/Sq Yd, except Seal Cracks in LF:	Yrs Between Crack Seals	Yrs Between Surface Seals	# of Surface Seals before Overlay
Collector	AC	I - Very Good	Crack Treatment	SEAL CRACKS	\$1.50	4		
			Surface Treatment	SLURRY SEAL	\$4.00		8	
			Restoration Treatment	THIN AC OVERLAY(1.5 INCHES)	\$23.50			4
		II - Good, Non-Load Related		RUBBER CAPE SEAL	\$26.00			
		III - Good, Load Related		RUBBER CAPE SEAL	\$26.00			
		IV - Poor		MILL AND THICK OVERLAY	\$55.00			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$126.75			
	AC/AC	I - Very Good	Crack Treatment	SEAL CRACKS	\$1.50	4		
			Surface Treatment	SLURRY SEAL	\$4.00		8	
			Restoration Treatment	THIN AC OVERLAY(1.5 INCHES)	\$23.50			4
		II - Good, Non-Load Related		RUBBER CAPE SEAL	\$26.00			
		III - Good, Load Related		RUBBER CAPE SEAL	\$26.00			
		IV - Poor		MILL AND THICK OVERLAY	\$55.00			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$126.75			
	AC/PCC	I - Very Good	Crack Treatment	SEAL CRACKS	\$1.50	4		
			Surface Treatment	SLURRY SEAL	\$3.50		5	
			Restoration Treatment	THIN AC OVERLAY(1.5 INCHES)	\$23.50			4
		II - Good, Non-Load Related		RUBBER CAPE SEAL	\$15.00			
		III - Good, Load Related		RUBBER CAPE SEAL	\$15.00			
		IV - Poor		MILL AND THICK OVERLAY	\$35.50			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$126.75			
	PCC	I - Very Good	Crack Treatment	DO NOTHING	\$0.00	4		
			Surface Treatment	DO NOTHING	\$0.00		5	
			Restoration Treatment	DO NOTHING	\$0.00			4
		II - Good, Non-Load Related		DO NOTHING	\$0.00			
		III - Good, Load Related		DO NOTHING	\$0.00			
		IV - Poor		THICK AC OVERLAY(2.5 INCHES)	\$55.00			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$126.75			

- Functional Class and Surface combination not used
- Selected Treatment is not a Surface Seal

Decision Tree

Printed: 5/2/2022

Functional Class	Surface	Condition Category	Treatment Type	Treatment	Cost/Sq Yd, except Seal Cracks in LF:	Yrs Between Crack Seals	Yrs Between Surface Seals	# of Surface Seals before Overlay
Residential/Local	AC	I - Very Good	Crack Treatment	SEAL CRACKS	\$1.50	4		
			Surface Treatment	SLURRY SEAL	\$4.00		8	
			Restoration Treatment	THIN AC OVERLAY(1.5 INCHES)	\$20.75			4
		II - Good, Non-Load Related		RUBBER CAPE SEAL	\$26.00			
		III - Good, Load Related		RUBBER CAPE SEAL	\$26.00			
		IV - Poor		THICK AC OVERLAY(2.5 INCHES)	\$45.00			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$107.25			
	AC/AC	I - Very Good	Crack Treatment	SEAL CRACKS	\$1.50	4		
			Surface Treatment	SLURRY SEAL	\$4.00		8	
			Restoration Treatment	THIN AC OVERLAY(1.5 INCHES)	\$20.75			4
		II - Good, Non-Load Related		RUBBER CAPE SEAL	\$26.00			
		III - Good, Load Related		RUBBER CAPE SEAL	\$26.00			
		IV - Poor		THICK AC OVERLAY(2.5 INCHES)	\$45.00			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$107.25			
	AC/PCC	I - Very Good	Crack Treatment	SEAL CRACKS	\$1.50	4		
			Surface Treatment	SLURRY SEAL	\$3.00		8	
			Restoration Treatment	THIN AC OVERLAY(1.5 INCHES)	\$20.75			4
		II - Good, Non-Load Related		RUBBER CAPE SEAL	\$14.00			
		III - Good, Load Related		RUBBER CAPE SEAL	\$14.00			
		IV - Poor		MILL AND THICK OVERLAY	\$33.25			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$107.25			
	PCC	I - Very Good	Crack Treatment	DO NOTHING	\$0.00	4		
			Surface Treatment	DO NOTHING	\$0.00		8	
			Restoration Treatment	DO NOTHING	\$0.00			4
		II - Good, Non-Load Related		DO NOTHING	\$0.00			
		III - Good, Load Related		DO NOTHING	\$0.00			
		IV - Poor		THICK AC OVERLAY(2.5 INCHES)	\$45.00			
		V - Very Poor		RECONSTRUCT STRUCTURE (AC)	\$107.25			

- Functional Class and Surface combination not used
- Selected Treatment is not a Surface Seal

BUDGET NEEDS – PROJECTED PCI/COST SUMMARY

The purpose for the budget needs report is to show your agency what it needs to do to fix the management sections that need to be fixed and the associated treatment costs with unlimited funds. The needs calculation is typically calculated over a 5-year period but can be adjusted by the user.

The budget needs project PCI/cost summary report shows what the PCI values would be over a five-year period and how much the treatments would cost each year. In addition, the report would show what the network condition would be if no treatments were not applied. The costs are derived from the agency’s preventative and rehabilitation maintenance trees.

Below is a description of the Budget Needs – Project PCI/Cost Summary report

Inflation Rate and Interest Rate – This value is user-defined and impacts the overall cost of the analysis period

Year – Analysis year

PCI Untreated – Overall network PCI when treatments are not applied

PCI Treated – Overall network PCI when treatments are applied

Cost – The cost per analysis period when treatment costs are applied

PM Cost – Preventative Maintenance (PM) Cost is the cost that is projected for preventative maintenance treatment over a 5-year period

% PM – Preventative Maintenance (PM) Percent is the percent value that is set aside for preventative maintenance

Total Cost – Total cost over a 5-year period

Needs - Projected PCI/Cost
Summary

Inflation Rate = 3.00 % Printed: 5/2/2022

Year	PCI Treated	PCI Untreated	PM Cost	Rehab Cost	Cost
2022	79	57	\$520,919	\$31,263,287	\$31,784,206
2023	80	54	\$112,469	\$7,066,461	\$7,178,930
2024	82	52	\$39,254	\$6,736,222	\$6,775,476
2025	84	49	\$49,785	\$6,035,231	\$6,085,016
2026	84	47	\$54,886	\$3,204,721	\$3,259,607
		% PM	PM Total Cost	Rehab Total Cost	Total Cost
		1.41%	\$777,313	\$54,305,922	\$55,083,235

BUDGET NEEDS – PREVENTATIVE MAINTENANCE TREATMENT / COST SUMMARY

This report shows the quantities and cost per year for preventative maintenance that is needed for the agency’s road network.

Below is a description of the Budget Needs – Preventative Maintenance Treatment/Cost Summary:

Treatment – The preventative maintenance treatment applied. All treatments can be referred back to the jurisdiction’s PM decision tree.

Year – The year the specific treatment is applied

Area Treated – The area treated is the projected quantity amount of the given treatment during the analysis year. Treatment unit costs are in sq.yd. with an exception of linear feet (seal cracks).

Cost – The cost is the projected cost that is associated with the specified treatment in the analysis period.

Needs - Preventive Maintenance
Treatment/Cost Summary

Inflation Rate = 3.00 % Printed: 5/2/2022

Treatment	Year	Area Treated		Cost
SEAL CRACKS	2022	1,166.49	sq. yd.	\$1,752
	2023	301.98	sq. yd.	\$470
	2025	4,118.45	sq. yd.	\$6,784
	2026	9,001.79	sq. yd.	\$15,285
	Total	14,588.71		\$24,291
SLURRY SEAL	2022	129,789.22	sq. yd.	\$519,167
	2023	27,184	sq. yd.	\$111,999
	2024	9,249.89	sq. yd.	\$39,254
	2025	9,837.78	sq. yd.	\$43,001
	2026	8,796	sq. yd.	\$39,601
	Total	184,856.89		\$753,022
Total Quantity		199,445.6		\$777,313

BUDGET NEEDS – REHABILITATION MAINTENANCE TREATMENT/COST SUMMARY

This report shows the quantities and cost per year for rehabilitation maintenance that is needed for the agency’s road network.

Below is a description of the Budget Needs – rehabilitation maintenance treatment/cost summary:

Treatment – The rehabilitation maintenance treatment applied. All treatments can be referred back to the jurisdiction’s rehabilitation decision tree.

Year – The year the specific treatment is applied

Area Treated – The area treated is the projected quantity amount of the given treatment during the analysis year. All treatment unit costs are in sq.yd.

Cost – The cost is the projected cost that is associated with the specified treatment in the analysis period.

Needs - Rehabilitation
Treatment/Cost Summary

Inflation Rate = 3.00 % Printed: 5/2/2022

Treatment	Year	Area Treated	Cost
RUBBER CAPE SEAL	2022	108,219.11 sq.yd.	\$2,813,705
	2023	10,447 sq.yd.	\$279,773
	2024	57,856.78 sq.yd.	\$1,595,892
	2025	9,161.11 sq.yd.	\$260,279
	2026	16,474.33 sq.yd.	\$482,095
	Total	202,158.33 sq.yd.	\$5,431,744
RECONSTRUCT STRUCTURE (AC)	2022	193,430.56 sq.yd.	\$22,060,534
	2023	32,088.89 sq.yd.	\$3,989,482
	2024	32,662.33 sq.yd.	\$3,975,760
	2025	29,340.67 sq.yd.	\$3,840,982
	2026	14,193 sq.yd.	\$1,713,253
	Total	301,715.44 sq.yd.	\$35,580,011
THICK AC OVERLAY(2.5 INCHES)	2022	86,454.89 sq.yd.	\$3,890,470
	2023	27,913.11 sq.yd.	\$1,293,777
	2024	9,102.89 sq.yd.	\$434,578
	2025	18,103.56 sq.yd.	\$890,206
	2026	19,929.11 sq.yd.	\$1,009,373
	Total	161,503.56 sq.yd.	\$7,518,404
MILL AND THICK OVERLAY	2022	45,428.67 sq.yd.	\$2,498,578
	2023	26,538.89 sq.yd.	\$1,503,429
	2024	12,510.67 sq.yd.	\$729,992
	2025	17,367.11 sq.yd.	\$1,043,764
	Total	101,845.33 sq.yd.	\$5,775,763
Total Cost			\$54,305,922



SECTION III

- Budget Scenarios – Cost Summary
 - Scenario 1 – Current Budget
 - Scenario 2 – Constant PCI
 - Scenario 3 – Plus 5 PCI Increase
 - Scenario 4 – Optimal PCI
 - Scenario 5 – Unfunded Scenario

- Budget Scenarios – Network Condition Summary
 - Scenario 1 – Current Budget
 - Scenario 2 – Constant PCI
 - Scenario 3 – Plus 5 PCI Increase
 - Scenario 4 – Optimal PCI
 - Scenario 5 – Unfunded Scenario

BUDGET SCENARIOS – COST SUMMARY REPORT

This report summarizes the test scenarios given a specific budget or goal a jurisdiction has in mind. This report is designed to maximize a jurisdiction’s funding cost-effectively.

Below is a description of the Cost Summary Report:

Year – Analysis year

PM Amt – Preventative Maintenance (PM) amount that is applied during the analysis year. This amount is subtracted from the given budget value

PM % - Preventative Maintenance (PM) % value that is applied during the analysis year. A percentage amount is subtracted from the overall budget and applied during each analysis year.

Budget – Dollar amount value that is used for calculation and analysis

Condition Category – This category shows the amount allocated to management sections with PCI values in the condition category II – V range for treatment

Project Rehab – This column show the amount set aside for special projects. The special projects rehab are rehabilitation projects that the user can override the PMS system for any given analysis year

Preventative Maintenance – The preventative maintenance column show the total dollar amount that is being applied to management sections during the analysis year

Project PM – This column show the amount set aside for special projects. The special projects PM are preventative maintenance projects that the user can override the PMS system for any given analysis year

Funded Stop Gap – This column shows the dollar amount allocated to management sections that need stop gap. Stop gap is often defined as localized distresses such as potholes, etc.

Deferred Maintenance – This column shows the dollar amount of how much the jurisdiction is deferring each analysis year. These management sections were earmarked for treatment bud were not funded

Surplus PM – This column shows the dollar amount not allocated after rehabilitation and PM funds were allocated

Unmet Stop gap – This column shows the dollar amount of stop gap that was not met and deferred

Scenarios - Cost Summary

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - Scenario 1 - Current Funding (\$1M)

Year	PM	Budget	Rehabilitation		Preventative Maintenance	Surplus PM	Deferred	Stop Gap		
2022	1%	\$1,000,000	II	\$0	Non-Project	\$32,037	\$0	\$30,784,625	Funded	\$0
			III	\$0		Unmet			\$187,760	
			IV	\$967,507		Project			\$0	
			V	\$0						
			Total	\$967,507						
			Project	\$0						
2023	1%	\$1,000,000	II	\$3,250	Non-Project	\$26,800	\$0	\$35,859,607	Funded	\$0
			III	\$0		Unmet			\$37,721	
			IV	\$969,522		Project			\$0	
			V	\$0						
			Total	\$972,772						
			Project	\$0						
2024	1%	\$1,000,000	II	\$0	Non-Project	\$32,687	\$0	\$41,267,710	Funded	\$0
			III	\$0		Unmet			\$36,466	
			IV	\$967,100		Project			\$0	
			V	\$0						
			Total	\$967,100						
			Project	\$0						
2025	1%	\$1,000,000	II	\$0	Non-Project	\$12,693	\$2,107	\$46,085,892	Funded	\$0
			III	\$0		Unmet			\$33,261	
			IV	\$984,953		Project			\$0	
			V	\$0						
			Total	\$984,953						
			Project	\$0						
2026	1%	\$1,000,000	II	\$0	Non-Project	\$16,453	\$0	\$48,087,650	Funded	\$0
			III	\$0		Unmet			\$17,334	
			IV	\$982,837		Project			\$0	
			V	\$0						
			Total	\$982,837						
			Project	\$0						

Summary

Functional Class	Rehabilitation	Prev. Maint.	Funded Stop Gap	Unmet Stop Gap
Arterial	\$4,051,918	\$17,684	\$0	\$50,020
Collector	\$0	\$31,458	\$0	\$70,980
Residential/Local	\$823,251	\$71,528	\$0	\$191,542
Grand Total:	\$4,875,169	\$120,670	\$0	\$312,542

Target-Driven Scenarios - Cost Summary

Interest: 4.7% Inflation: 3% Printed: 5/2/2022

Scenario: PTAP 22 - S3: Maintain Current PCI (57)						
Objective: Minimum Network Average PCI				Target: Overall 57		
Year	Rehabilitation		Preventive Maintenance		Total Cost	Deferred
2022	II	\$0	Non-	\$289,700	\$289,700	\$31,494,468
	III	\$0	Project			
	IV	\$0	Project	\$0		
	V	\$0				
	Total	\$0				
	Project	\$0				
2023	II	\$0	Non-	\$350,629	\$2,274,579	\$34,946,634
	III	\$0	Project			
	IV	\$1,923,950	Project	\$0		
	V	\$0				
	Total	\$1,923,950				
	Project	\$0				
2024	II	\$0	Non-	\$39,254	\$3,012,092	\$38,315,045
	III	\$0	Project			
	IV	\$2,972,838	Project	\$0		
	V	\$0				
	Total	\$2,972,838				
	Project	\$0				
2025	II	\$0	Non-	\$49,785	\$2,677,863	\$41,410,446
	III	\$0	Project			
	IV	\$2,628,078	Project	\$0		
	V	\$0				
	Total	\$2,628,078				
	Project	\$0				
2026	II	\$0	Non-	\$41,494	\$2,883,174	\$42,520,326
	III	\$0	Project			
	IV	\$2,841,680	Project	\$0		
	V	\$0				
	Total	\$2,841,680				
	Project	\$0				

Functional Class	Rehabilitation	Prev. Maint.	Summary
Arterial	\$5,084,556	\$303,100	
Collector	\$1,120,061	\$278,662	
Residential/Local	\$4,161,929	\$189,100	
Total:	\$10,366,546	\$770,862	
Grand Total: \$11,137,408			

Target-Driven Scenarios - Cost Summary

Interest: 4.7%

Inflation: 3%

Printed: 5/2/2022

Scenario: PTAP 22 - S3: Plus 5 PCI Increase

Objective: Minimum Network Average PCI				Target: Overall 62		
Year	Rehabilitation		Preventive Maintenance		Total Cost	Deferred
2022	II	\$0	Non-Project	\$520,919	\$5,212,807	\$26,571,370
	III	\$0				
	IV	\$4,691,888	Project	\$0		
	V	\$0				
	Total	\$4,691,888				
	Project	\$0				
2023	II	\$0	Non-Project	\$112,469	\$2,914,624	\$31,137,891
	III	\$0				
	IV	\$2,802,155	Project	\$0		
	V	\$0				
	Total	\$2,802,155				
	Project	\$0				
2024	II	\$828,395	Non-Project	\$39,254	\$3,393,069	\$34,250,174
	III	\$0				
	IV	\$2,525,420	Project	\$0		
	V	\$0				
	Total	\$3,353,815				
	Project	\$0				
2025	II	\$0	Non-Project	\$49,785	\$2,621,687	\$38,540,630
	III	\$0				
	IV	\$2,571,902	Project	\$0		
	V	\$0				
	Total	\$2,571,902				
	Project	\$0				
2026	II	\$150,540	Non-Project	\$44,962	\$3,207,897	\$39,243,160
	III	\$0				
	IV	\$1,430,314	Project	\$0		
	V	\$1,582,081				
	Total	\$3,162,935				
	Project	\$0				

Functional Class	Rehabilitation	Prev. Maint.	Summary
Arterial	\$7,697,799	\$304,207	
Collector	\$1,099,698	\$275,596	
Residential/Local	\$7,785,198	\$187,586	
Total:	\$16,582,695	\$767,389	
Grand Total: \$17,350,084			

Scenarios - Cost Summary

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year	PM	Budget	Rehabilitation		Preventative Maintenance	Surplus PM	Deferred	Stop Gap		
2022	1%	\$11,016,647	II	\$2,192,075	Non-Project	\$165,277	\$0	\$20,767,637	Funded	\$0
			III	\$262,364		Unmet			\$140,226	
			IV	\$6,389,048						
			V	\$2,007,779						
			Total	\$10,851,266						
			Project	\$0						
2023	1%	\$11,016,647	II	\$147,970	Non-Project	\$169,918	\$0	\$17,384,359	Funded	\$0
			III	\$46,999		Unmet			\$7,725	
			IV	\$2,797,206						
			V	\$7,853,540						
			Total	\$10,845,715						
			Project	\$0						
2024	1%	\$11,016,647	II	\$1,408,324	Non-Project	\$182,476	\$0	\$13,292,011	Funded	\$0
			III	\$0		Unmet			\$8,558	
			IV	\$1,164,570						
			V	\$8,258,855						
			Total	\$10,831,749						
			Project	\$0						
2025	1%	\$11,016,647	II	\$190,195	Non-Project	\$167,177	\$0	\$9,003,266	Funded	\$0
			III	\$96,206		Unmet			\$7,474	
			IV	\$2,124,287						
			V	\$8,438,457						
			Total	\$10,849,145						
			Project	\$0						
2026	1%	\$11,016,647	II	\$369,395	Non-Project	\$101,881	\$61,165	\$1,782,564	Funded	\$0
			III	\$0		Unmet			\$965	
			IV	\$1,430,314						
			V	\$9,036,743						
			Total	\$10,836,452						
			Project	\$0						

Summary				
Functional Class	Rehabilitation	Prev. Maint.	Funded Stop Gap	Unmet Stop Gap
Arterial	\$10,987,030	\$308,999	\$0	\$0
Collector	\$12,619,712	\$280,469	\$0	\$42,045
Residential/Local	\$30,607,585	\$197,261	\$0	\$122,903
Grand Total:	\$54,214,327	\$786,729	\$0	\$164,948

Scenarios - Cost Summary

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - Scenario 5 - Zero Funding

Year	PM	Budget	Rehabilitation		Preventative Maintenance	Surplus PM	Deferred	Stop Gap		
2022	0%	\$0	II	\$0	Non-Project	\$0	\$0	\$31,784,164	Funded	\$0
			III	\$0					Unmet	\$191,321
			IV	\$0						
			V	\$0						
			Total	\$0						
			Project	\$0						
2023	0%	\$0	II	\$0	Non-Project	\$0	\$0	\$37,518,280	Funded	\$0
			III	\$0					Unmet	\$37,737
			IV	\$0						
			V	\$0						
			Total	\$0						
			Project	\$0						
2024	0%	\$0	II	\$0	Non-Project	\$0	\$0	\$43,143,461	Funded	\$0
			III	\$0					Unmet	\$36,466
			IV	\$0						
			V	\$0						
			Total	\$0						
			Project	\$0						
2025	0%	\$0	II	\$0	Non-Project	\$0	\$0	\$47,634,604	Funded	\$0
			III	\$0					Unmet	\$33,727
			IV	\$0						
			V	\$0						
			Total	\$0						
			Project	\$0						
2026	0%	\$0	II	\$0	Non-Project	\$0	\$0	\$49,794,929	Funded	\$0
			III	\$0					Unmet	\$20,197
			IV	\$0						
			V	\$0						
			Total	\$0						
			Project	\$0						

Summary				
Functional Class	Rehabilitation	Prev. Maint.	Funded Stop Gap	Unmet Stop Gap
Arterial	\$0	\$0	\$0	\$55,109
Collector	\$0	\$0	\$0	\$70,980
Residential/Local	\$0	\$0	\$0	\$193,360
Grand Total:	\$0	\$0	\$0	\$319,448

BUDGET SCENARIOS – NETWORK CONDITION SUMMARY REPORT

This report shows the impacts on the overall network PCI given a specific budget or goal an agency wants to meet. An overall network PCI is generated for each analysis year. In addition, this report also shows the percent breakdown of condition category before and after the test budget scenario. The breakdown is categorized by Functional Classification.

Scenarios - Network Condition Summary

Interest: 4.7% Inflation: 3% Printed: 5/2/2022

Scenario: #PTAP 22 - Scenario 1 - Current
Funding (\$1M)

Year	Budget	PM	Year	Budget	PM	Year	Budget	PM
2022	\$1,000,000	1.48%	2024	\$1,000,000	1.48%	2026	\$1,000,000	1.48%
2023	\$1,000,000	1.48%	2025	\$1,000,000	1.48%			

Projected Network Average PCI by Year

Year	Never Treated	With Selected Treatment	Treated Centerline Miles	Treated Lane Miles
2022	57	58	2.24	6.04
2023	54	56	1.93	4.47
2024	52	54	0.97	2.63
2025	49	53	9.76	19.53
2026	47	52	2.24	5.40

Percent Network Area by Functional Class and Condition Category

Condition in base year 2022, prior to applying treatments.

Condition	Arterial	Collector	Res/Loc	Other	Total
I	9.1%	6.4%	22.5%	0.0%	37.9%
II / III	4.2%	2.4%	16.1%	0.0%	22.7%
IV	5.9%	2.8%	13.8%	0.0%	22.5%
V	1.3%	4.6%	11.0%	0.0%	16.9%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Condition in year 2022 after schedulable treatments applied.

Condition	Arterial	Collector	Res/Loc	Other	Total
I	10.6%	6.4%	22.6%	0.0%	39.5%
II / III	4.2%	2.4%	16.1%	0.0%	22.7%
IV	4.4%	2.8%	13.7%	0.0%	20.9%
V	1.3%	4.6%	11.0%	0.0%	16.9%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Condition in year 2026 after schedulable treatments applied.

Condition	Arterial	Collector	Res/Loc	Other	Total
I	12.6%	6.2%	22.6%	0.0%	41.4%
II / III	2.6%	0.9%	10.8%	0.0%	14.4%
IV	2.1%	1.6%	14.1%	0.0%	17.8%
V	3.2%	7.4%	15.8%	0.0%	26.4%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Target-Driven Scenarios
Network Condition Summary

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: PTAP 22 - S3: Maintain Current PCI (57)	
Objective: Minimum Network Average PCI	Target: Overall 57

Projected Network Average PCI by year

Year	Never Treated	With Selected Treatment	Without Selected Treatment
2022	57	57	57
2023	54	57	54
2024	52	57	52
2025	49	57	49
2026	47	57	47

Percent Network Area by Functional Classification and Condition Class

Condition in base year 2022, prior to applying treatments.

Condition Class	Arterial	Collector	Res/Loc	Other	Total
I	9.1%	6.4%	22.5%	0.0%	37.9%
II / III	4.2%	2.4%	16.1%	0.0%	22.7%
IV	5.9%	2.8%	13.8%	0.0%	22.5%
V	1.3%	4.6%	11.0%	0.0%	16.9%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Condition in year 2022 after schedulable treatments applied.

Condition Class	Arterial	Collector	Res/Loc	Other	Total
I	9.1%	6.4%	22.5%	0.0%	37.9%
II / III	4.2%	2.4%	16.1%	0.0%	22.7%
IV	5.9%	2.8%	13.8%	0.0%	22.5%
V	1.3%	4.6%	11.0%	0.0%	16.9%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Condition in year 2026 after schedulable treatments applied.

Condition Class	Arterial	Collector	Res/Loc	Other	Total
I	14.2%	7.9%	28.7%	0.0%	50.9%
II / III	2.6%	0.8%	10.6%	0.0%	14.0%
IV	0.5%	0.0%	8.3%	0.0%	8.8%
V	3.2%	7.4%	15.8%	0.0%	26.4%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Target-Driven Scenarios
Network Condition Summary

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: PTAP 22 - S3: Plus 5 PCI Increase	
Objective: Minimum Network Average PCI	Target: Overall 62

Projected Network Average PCI by year

Year	Never Treated	With Selected Treatment	Without Selected Treatment
2022	57	62	57
2023	54	62	54
2024	52	62	52
2025	49	62	49
2026	47	62	47

Percent Network Area by Functional Classification and Condition Class

Condition in base year 2022, prior to applying treatments.

Condition Class	Arterial	Collector	Res/Loc	Other	Total
I	9.1%	6.4%	22.5%	0.0%	37.9%
II / III	4.2%	2.4%	16.1%	0.0%	22.7%
IV	5.9%	2.8%	13.8%	0.0%	22.5%
V	1.3%	4.6%	11.0%	0.0%	16.9%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Condition in year 2022 after schedulable treatments applied.

Condition Class	Arterial	Collector	Res/Loc	Other	Total
I	13.1%	6.4%	26.7%	0.0%	46.2%
II / III	4.2%	2.4%	16.1%	0.0%	22.7%
IV	1.9%	2.8%	9.6%	0.0%	14.3%
V	1.3%	4.6%	11.0%	0.0%	16.9%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Condition in year 2026 after schedulable treatments applied.

Condition Class	Arterial	Collector	Res/Loc	Other	Total
I	18.3%	7.9%	36.0%	0.0%	62.2%
II / III	0.0%	0.8%	10.1%	0.0%	10.9%
IV	0.0%	0.0%	1.5%	0.0%	1.5%
V	2.2%	7.4%	15.8%	0.0%	25.4%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Scenarios - Network Condition Summary

Interest: 4.7% Inflation: 3% Printed: 5/2/2022
Scenario: #PTAP 22 - S4 - Average Needs

Year	Budget	PM	Year	Budget	PM	Year	Budget	PM
2022	\$11,016,647	1.48%	2024	\$11,016,647	1.48%	2026	\$11,016,647	1.48%
2023	\$11,016,647	1.48%	2025	\$11,016,647	1.48%			

Projected Network Average PCI by Year				
Year	Never Treated	With Selected Treatment	Treated Centerline Miles	Treated Lane Miles
2022	57	65	13.91	32.81
2023	54	69	7.19	18.96
2024	52	74	7.11	18.90
2025	49	79	16.19	33.64
2026	47	84	18.21	40.12

Percent Network Area by Functional Class and Condition Category

Condition in base year 2022, prior to applying treatments.

Condition	Arterial	Collector	Res/Loc	Other	Total
I	9.1%	6.4%	22.5%	0.0%	37.9%
II / III	4.2%	2.4%	16.1%	0.0%	22.7%
IV	5.9%	2.8%	13.8%	0.0%	22.5%
V	1.3%	4.6%	11.0%	0.0%	16.9%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Condition in year 2022 after schedulable treatments applied.

Condition	Arterial	Collector	Res/Loc	Other	Total
I	14.4%	6.9%	37.8%	0.0%	59.1%
II / III	4.2%	1.8%	8.4%	0.0%	14.4%
IV	1.9%	2.8%	6.3%	0.0%	11.0%
V	0.0%	4.6%	10.9%	0.0%	15.5%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Condition in year 2026 after schedulable treatments applied.

Condition	Arterial	Collector	Res/Loc	Other	Total
I	20.5%	15.8%	58.7%	0.0%	95.1%
II / III	0.0%	0.2%	1.9%	0.0%	2.2%
IV	0.0%	0.0%	1.5%	0.0%	1.5%
V	0.0%	0.0%	1.3%	0.0%	1.3%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Scenarios - Network Condition Summary

Interest: 4.7% Inflation: 3% Printed: 5/2/2022

Scenario: #PTAP 22 - Scenario 5 - Zero Funding

Year	Budget	PM	Year	Budget	PM	Year	Budget	PM
2022	\$0	0%	2024	\$0	0%	2026	\$0	0%
2023	\$0	0%	2025	\$0	0%			

Projected Network Average PCI by Year				
Year	Never Treated	With Selected Treatment	Treated Centerline Miles	Treated Lane Miles
2022	57	57	0	0
2023	54	54	0	0
2024	52	52	0	0
2025	49	49	0	0
2026	47	47	0	0

Percent Network Area by Functional Class and Condition Category

Condition in base year 2022, prior to applying treatments.

Condition	Arterial	Collector	Res/Loc	Other	Total
I	9.1%	6.4%	22.5%	0.0%	37.9%
II / III	4.2%	2.4%	16.1%	0.0%	22.7%
IV	5.9%	2.8%	13.8%	0.0%	22.5%
V	1.3%	4.6%	11.0%	0.0%	16.9%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Condition in year 2022 after schedulable treatments applied.

Condition	Arterial	Collector	Res/Loc	Other	Total
I	9.1%	6.4%	22.5%	0.0%	37.9%
II / III	4.2%	2.4%	16.1%	0.0%	22.7%
IV	5.9%	2.8%	13.8%	0.0%	22.5%
V	1.3%	4.6%	11.0%	0.0%	16.9%
Total	20.5%	16.1%	63.4%	0.0%	100.0%

Condition in year 2026 after schedulable treatments applied.

Condition	Arterial	Collector	Res/Loc	Other	Total
I	5.4%	6.2%	20.2%	0.0%	31.9%
II / III	3.7%	0.9%	11.8%	0.0%	16.4%
IV	8.2%	1.6%	15.6%	0.0%	25.4%
V	3.2%	7.4%	15.8%	0.0%	26.4%
Total	20.5%	16.1%	63.4%	0.0%	100.0%



SECTION IV

- Budget Scenarios – Sections Selected For Treatment
 - Scenario 1 – Current Budget
 - Scenario 2 – Constant PCI
 - Scenario 3 – Plus 5 PCI Increase
 - Scenario 4 – Average Needs

BUDGET SCENARIOS – SECTIONS SELECTED FOR TREATMENT

The sections selected for treatment report shows in detail the management sections selected each analysis year for M&R treatment. This report helps the jurisdiction with identifying which streets are needed for M&R each analysis year.

Below is a description of the sections selected for treatment:

Year – Analysis year

Street Name – Name of Street

Beginning Location – Start of the management section

End Location – End of the management section

Section ID – Management section identifier

FC – This is a group of streets or roadway subsystems that are classified pending on the level of service and traffic.

A – Arterial

C – Collector

R – Residential/Local

O – Other (user defined)

Surface – Type of management section surface (AC, AC/AC, PCC, etc.)

PCI – Management section pavement condition index

Cost – Associated and projected cost applied to the management section

Cost Effectiveness Rating – The rating is the weight cost – effectiveness ratio of the recommended treatment. The system is programmed to determine and select sections identified as needing treatment using a ratio. The sections with the highest ratios are selected first until all available funds have been exhausted. The management sections requiring PM/Rehab but not selected for the initial year are reconsidered in the following years of the analysis period. These are deferred maintenance costs and are based on the unmet needed treatments deferred in the present year.

Treatment – Treatment contains the type of treatment the system is recommending for the management section

Scenarios - Sections Selected for Treatment

Interest: 4.70%

Inflation: 3.00%

Printed: 5/2/2022

Scenario: #PTAP 22 - Scenario 1 - Current Funding (\$1M)

Year	Budget	PM	Year	Budget	PM	Year	Budget	PM
2022	\$1,000,000	1.48%	2024	\$1,000,000	1.48%	2026	\$1,000,000	1.48%
2023	\$1,000,000	1.48%	2025	\$1,000,000	1.48%			

Year: 2022

											Treatment					
Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	PCI Before	PCI After	Cost	Rating	Treatment
4TH AVENUE	MARLESTA AVE	NOB HILL AVE	4THAVE	010	263	26	6,838	R	AC/AC		84	85	91	\$3,040	27,948	SLURRY SEAL
APPIAN WAY	I-80 EAST ON RAMP	I-80 WEST ON RAMP	APPIAN	030	482	74	35,668	A	AC/AC		79	80	87	\$15,853	55,961	SLURRY SEAL
CURRY COURT	CARLOTTA CIRCLE	CUL-DE-SAC	CURRYC	432	101	37	3,737	R	AC		73	74	82	\$1,661	32,350	SLURRY SEAL
KELLEY COURT	MANN DR	CUL DE SAC	KELLEY	010	234	26	6,084	R	AC		73	74	82	\$2,704	29,745	SLURRY SEAL
MADRONE AVENUE	SAN PABLO AVE	PRIVATE DRIVE	MADRON	010	141	16	2,256	R	AC		74	75	83	\$1,003	29,441	SLURRY SEAL
ROBLE AVENUE	SAN PABLO AVE	ENCINA AVE	ROBLE	010	251	28	7,028	R	AC/AC		84	85	91	\$3,124	27,950	SLURRY SEAL
SUNNYVIEW COURT	MARLESTA DR	CUL DE SAC	SUNVCT	010	261	25	6,525	R	AC/AC		84	85	91	\$2,900	27,948	SLURRY SEAL
											Treatment Total			\$30,285		
BARRETT COURT	PONDEROSA TR	CUL DE SAC	BARRET	010	163	36	5,868	R	AC		74	75	77	\$37	427,230	SEAL CRACKS
PONDEROSA TRAIL	FARIA AVE	FARIA AVE	PONDER	010	2,036	36	73,296	R	AC		76	77	79	\$418	442,016	SEAL CRACKS
SAN PABLO AVENUE	PINOLE SHORES DR	SUNNYVIEW DR	SANPAB	030	1,506	72	108,432	A	AC/AC		77	78	80	\$594	1,188,648	SEAL CRACKS
SAN PABLO AVENUE	SUNNYVIEW DR	APPIAN WAY	SANPAB	040	1,892	72	136,224	A	AC/AC		78	79	80	\$703	1,254,700	SEAL CRACKS
											Treatment Total			\$1,752		
PINOLE VALLEY ROAD	BRIDGE WEST OF SAVAGE ST	COLLINS AVE (NORTH INT)	PINOLV	030	2,484	39	96,876	A	AC		44	45	100	\$592,020	10,665	MILL AND THICK OVERLAY
PINOLE VALLEY ROAD	TENNENT AVE	SAN PABLO AVE	PINOLV	080	1,650	32	52,800	A	AC		39	40	100	\$322,667	10,941	MILL AND THICK OVERLAY
											Treatment Total			\$914,687		
HOYTT COURT	PINOLE VALLEY RD	CUL DE SAC	HOYTT	010	138	31	4,278	R	AC		39	40	100	\$21,390	7,954	THICK AC OVERLAY(2.5 INCHES)
SARITA COURT	PINOLE VALLEY RD	CUL DE SAC	SARITA	371	106	27	2,862	R	AC		40	40	100	\$14,310	7,943	THICK AC OVERLAY(2.5 INCHES)
TOMAR COURT	COLLINS AVE	CUL DE SAC	TOMAR	010	107	32	3,424	R	AC		45	45	100	\$17,120	7,733	THICK AC OVERLAY(2.5 INCHES)
											Treatment Total			\$52,820		
Year 2022 Area Total									552,196		Year 2022 Total			\$999,544		

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - Scenario 1 - Current Funding (\$1M)

Year: 2023

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
MAIDEN LANE	SAN PABLO DRIVE (DOES NOT INCLUDE PCC)	TO ROAD NARROWS	MAIDEN	434	52	21	1,092	R	AC		70	69	79	\$3,250	4,464	RUBBER CAPE SEAL
											Treatment Total			\$3,250		
BELMONT WAY	MARLESTA RD	CUL-DE-SAC	BELMON	010	734	36	26,198	R	AC/AC		79	79	86	\$11,993	25,943	SLURRY SEAL
EBSEN COURT	SARAH DR	CUL DE SAC	EBSEN	010	213	36	7,668	R	AC/AC		79	79	86	\$3,511	25,940	SLURRY SEAL
EL TORO WAY	CANYON DR	CUL DE SAC	ELTORO	010	739	32	23,648	R	AC		73	72	81	\$10,826	27,142	SLURRY SEAL
											Treatment Total			\$26,330		
5TH AVENUE	NOB HILL AVE	SAN PABLO AVE	5THAVE	010	656	26	17,056	R	AC		86	85	86	\$60	416,417	SEAL CRACKS
CRESTVIEW DRIVE	SAN PABLO AVE	END OF LOOP	CRESTV	010	2,339	31	72,509	R	AC		87	86	87	\$233	407,908	SEAL CRACKS
MAJOR VISTA COURT	CRESTVIEW DR	CUL DE SAC	MAJORV	010	555	31	17,205	R	AC		87	86	87	\$56	407,940	SEAL CRACKS
NOB HILL AVENUE	MEADOW AVE	SUNNNYVIEW DR	NOBHIL	010	949	24	22,776	R	AC		88	87	88	\$68	387,122	SEAL CRACKS
O CONNOR DRIVE	CITY LIMITS (HOUSE #401)	BANTRY RD	OCONN	010	479	34	16,286	R	AC		87	86	87	\$53	407,754	SEAL CRACKS
											Treatment Total			\$470		
PINOLE VALLEY ROAD	CITY LIMITS EAST OF MARLIN CT	PINOLE CREEK BRIDGE #6	PINOLV	010	1,897	38	72,086	A	AC		46	44	100	\$453,742	10,412	MILL AND THICK OVERLAY
PINOLE VALLEY ROAD	ESTATES AVE	I-80 OFF-RAMP	PINOLV	055	840	60	50,400	A	AC		48	46	100	\$317,240	10,264	MILL AND THICK OVERLAY
PINOLE VALLEY ROAD	HENRY AVE	TENNENT AVE	PINOLV	070	751	42	31,542	A	AC		45	43	100	\$198,540	10,477	MILL AND THICK OVERLAY
											Treatment Total			\$969,522		
Year 2023 Area Total									358,466		Year 2023 Total			\$999,572		

Year: 2024

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
GATLEY DRIVE	PINOLE SHORES DRIVE	CARLOTTA CIR	GATLEY	010	119	25	2,975	R	AC		79	76	85	\$1,403	20,209	SLURRY SEAL
SIMAS AVENUE	PINOLE VALLEY RD	DIABLO CT	SIMAS	010	1,746	38	66,348	C	AC/AC		82	80	88	\$31,284	39,165	SLURRY SEAL
Treatment Total														\$32,687		
SAN PABLO AVENUE	BELMONT WAY	PINOLE SHORES DR	SANPAB	020	1,813	58	105,154	A	AC		47	42	100	\$681,743	10,243	MILL AND THICK OVERLAY
Treatment Total														\$681,743		

Scenarios - Sections Selected for Treatment

Interest: 4.70%

Inflation: 3.00%

Printed: 5/2/2022

Scenario: #PTAP 22 - Scenario 1 - Current Funding (\$1M)

Year: 2024

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
BOX CANYON ROAD	BUCKSKIN RD	DEAD END	BOXCAN	010	295	31	9,145	R	AC		45	40	100	\$48,510	7,480	THICK AC OVERLAY(2.5 INCHES)
HANSEN PLACE	ROBLE AVE	CUL DE SAC	HANSEN	010	236	26	6,136	R	AC		47	43	100	\$32,549	7,400	THICK AC OVERLAY(2.5 INCHES)
PINOLE SHORES DRIVE	100 SOUTH OF OVERPASS	DEL MONTE DR	PINOLE	020	917	42	38,514	R	AC		45	41	100	\$204,298	7,462	THICK AC OVERLAY(2.5 INCHES)
Treatment Total													\$285,357			
Year 2024 Area Total									228,272		Year 2024 Total			\$999,787		

Year: 2025

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
GERZ COURT	ESTATES AVE	CUL DE SAC	GERZCT	010	227	32	7,264	R	AC		81	77	85	\$3,528	19,527	SLURRY SEAL
MEEHAN COURT	CARLOTTA CIRCLE	CUL-DE-SAC	MEENA	433	129	38	4,902	R	AC		77	73	82	\$2,381	22,098	SLURRY SEAL
Treatment Total													\$5,909			
ADOBE ROAD	PAVEMENT CHANGE	CUL-DE-SAC	ADOBE	015	318	34	10,812	R	AC		91	86	87	\$36	375,372	SEAL CRACKS
ALTAMIRANO CIRCLE	FRANCISCA CT	FRANCISCA CT	ALTAMI	010	628	24	15,072	R	AC		85	83	85	\$64	642,666	SEAL CRACKS
AMEND STREET	MANN DR	CUL DE SAC	AMEND	010	973	36	35,028	R	AC		91	86	87	\$114	375,372	SEAL CRACKS
ANTONIA COURT	ANTONIA CIRCLE	CUL DE SAC	ANTOCT	010	279	33	9,207	R	AC		85	83	84	\$40	610,707	SEAL CRACKS
BAY VIEW FARM ROAD	SUNNYVIEW DR	HOUSE #1059	BAYVIE	010	333	38	12,654	R	AC		87	83	84	\$54	409,624	SEAL CRACKS
BERNARDO COURT	OAK RIDGE RD	CUL DE SAC	BERNAR	010	228	31	7,068	R	AC		85	83	85	\$30	642,666	SEAL CRACKS
BLUE JAY CIRCLE	GALBRETH RD	END OF LOOP	BLUEJA	010	1,212	25	30,300	R	AC		89	87	88	\$94	671,000	SEAL CRACKS
BRENDA COURT	BELFAIR DR	CUL DE SAC	BRENDA	010	214	31	6,634	R	AC		91	86	87	\$22	375,465	SEAL CRACKS
BRETT COURT	PINON AVE	CUL DE SAC	BRETT	010	371	34	12,614	R	AC		91	86	87	\$44	385,037	SEAL CRACKS
CANYON DRIVE	APPIAN WAY	EL TORO WAY	CANYON	010	1,144	38	43,472	R	AC		87	85	86	\$162	668,643	SEAL CRACKS
CLARK COURT	FARIA AVE	CUL DE SAC	CLARK	010	429	32	13,728	R	AC		84	81	82	\$69	538,996	SEAL CRACKS
COLINA COURT	SAVAGE AVE	CUL DE SAC	COLINA	010	137	30	4,110	R	AC		85	82	84	\$19	621,870	SEAL CRACKS
COLLINS AVENUE	PINOLE VALLEY RD - WEST ENTRANCE	TOMAR CT	COLLIN	010A	614	32	19,648	R	AC		75	71	74	\$153	410,180	SEAL CRACKS
COLLINS AVENUE	TOMAR CT	PINOLE VALLEY RD - EAST ENTRANCE	COLLIN	010B	754	32	24,128	R	AC		75	71	74	\$187	410,180	SEAL CRACKS
DANNY COURT	BAYVIEW FARM RD	CUL DE SAC	DANNY	010	405	36	14,580	R	AC		84	82	83	\$68	577,162	SEAL CRACKS

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - Scenario 1 - Current Funding (\$1M)

Year: 2025

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	Treatment		Cost	Rating	Treatment
												PCI Before	PCI After			
DOWNER STREET	PINOLE VALLEY RD	HENRY AVE	DOWNER	010	1,394	37	51,578	R	AC		89	85	86	\$196	400,229	SEAL CRACKS
ENLOW COURT	PONDEROSA TR	CUL DE SAC	ENLOWC	010	245	36	8,820	R	AC		83	79	81	\$49	411,896	SEAL CRACKS
FLAMINGO COURT	GALBRETH RD	CUL DE SAC	FLAMIN	010	234	33	7,722	R	AC		90	85	86	\$29	391,419	SEAL CRACKS
FRANCISCA COURT	OAK RIDGE RD	CUL DE SAC	FRANCT	010	864	32	27,648	R	AC		86	82	83	\$128	413,633	SEAL CRACKS
FRASER COURT	FRANCIS DR	CUL DE SAC	FRASER	010	509	31	15,779	R	AC		85	81	83	\$77	414,142	SEAL CRACKS
GALBRETH ROAD	PINOLE VALLEY RD	BLUE JAY CIR	GALBRE	15A	2,026	33	66,858	R	AC		90	88	89	\$193	665,536	SEAL CRACKS
GALBRETH ROAD	BLUE JAY CIR	END OF CUL DE SAC	GALBRE	15B	608	33	20,064	R	AC		90	88	89	\$58	665,536	SEAL CRACKS
GLEN COURT	MARIONOLA WAY	CUL DE SAC	GLENCT	010	382	32	12,224	R	AC		90	85	86	\$45	391,419	SEAL CRACKS
HANLEY DRIVE	LIMERICK RD	MARLESTA RD	HANLDR	010	480	38	18,240	R	AC		84	81	83	\$89	587,083	SEAL CRACKS
HAZEL STREET	SUNNYVIEW DR	DEAD END	HAZEL	005	270	36	9,720	R	AC		87	83	84	\$42	409,512	SEAL CRACKS
HENRY AVENUE	LEWIS LN	OAK RIDGE DR	HENRY	020	1,044	38	39,672	R	AC		87	83	84	\$169	409,596	SEAL CRACKS
HENRY AVENUE	OAK RIDGE DR	PINOLE VALLEY RD	HENRY	030	1,901	38	72,238	R	AC		87	83	84	\$308	409,624	SEAL CRACKS
HENRY AVENUE	ALICE WAY	FRANCIS DR	HENRY	050	926	37	34,262	R	AC		86	82	83	\$159	413,633	SEAL CRACKS
HERMOSA STREET	LUCAS AVE	SIMAS AVE	HERMST	020	1,217	32	38,944	R	AC		87	85	86	\$147	654,484	SEAL CRACKS
HIGUERA AVENUE	RAMONA ST	ALAMO ST	HIGUER	010	379	32	12,128	R	AC		89	84	85	\$48	403,414	SEAL CRACKS
HUTCHINSON COURT	PINON AVE	CUL DE SAC	HUTCHI	010	521	34	17,714	R	AC		86	82	83	\$82	413,633	SEAL CRACKS
IGNACIO COURT	OAK RIDGE RD	CUL DE SAC	IGNACI	010	106	40	4,240	R	AC		87	83	84	\$19	409,596	SEAL CRACKS
JOHN STREET	SAN PABLO AVE	PRIVATE DRIVE	JOHNST	010	686	25	17,150	R	AC		89	84	85	\$68	403,414	SEAL CRACKS
LA CANADA COURT	SAVAGE AVE	CUL DE SAC	LACANA	010	424	32	13,568	R	AC		85	82	84	\$61	638,048	SEAL CRACKS
LA REINA STREET	HERMOSA ST	RAMONA ST	LAREIN	010	525	36	18,900	R	AC		87	83	84	\$81	409,624	SEAL CRACKS
LAUREL AVENUE	SAN PABLO AVE	PRIVATE DRIVE	LAUREL	010	586	28	16,408	R	AC/AC		84	79	81	\$92	499,751	SEAL CRACKS
LUCAS AVENUE	ESTATES AVE	RAMONA ST	LUCAS	010	970	32	31,040	R	AC		86	82	83	\$144	413,621	SEAL CRACKS
MARLESTA ROAD	HOUSE #600	KILDARE WAY	MARLES	020	1,241	38	47,158	C	AC		90	85	86	\$174	536,317	SEAL CRACKS
MCDONALD DRIVE	MARLESTA RD	CUL DE SAC	MCDONA	010	1,844	37	68,228	R	AC		85	83	84	\$295	610,707	SEAL CRACKS
MEADOW AVENUE	MARLESTA RD	NOB HILL AVE	MEADOW	010	687	24	16,488	R	AC		89	84	85	\$65	403,414	SEAL CRACKS
MONTCLAIR COURT	SANTA BARBARA DR	CUL DE SAC	MONTCL	010	204	32	6,528	R	AC		84	81	82	\$33	538,996	SEAL CRACKS
MORAGA DRIVE	SIMAS AVE	TAMALPAIS DR	MORAGA	020	854	32	27,328	R	AC		91	86	87	\$91	382,186	SEAL CRACKS
ORLEANS DRIVE	TENNENT AVE	NORTH DEAD END	ORLEAN	020	483	24	11,592	R	AC/AC		89	86	87	\$24	1,096,038	SEAL CRACKS
PARK STREET	QUINAN AVE	TENNENT AVE	PARKST	010	235	35	8,225	R	AC		77	73	76	\$60	448,850	SEAL CRACKS
PINOLE SHORES DRIVE	DEL MONTE DR	CUL DE SAC	PINOLE	030	592	42	24,864	R	AC		87	83	84	\$106	409,596	SEAL CRACKS
PONDEROSA TRAIL	FARIA AVE	HOLIDAY CT	PONDER	020A	634	38	24,092	R	AC		85	80	82	\$122	414,585	SEAL CRACKS

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - Scenario 1 - Current Funding (\$1M)

Year: 2025

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	Treatment		Cost	Rating	Treatment
												PCI Before	PCI After			
PONDEROSA TRAIL	HOLIDAY CT	DEAD END SOUTH OF ALAMO ST	PONDER	020B	1,531	38	58,178	R	AC		85	80	82	\$293	414,585	SEAL CRACKS
PRIMROSE LANE	LOPES CT	CUL DE SAC	PRIMRO	020	665	32	21,280	R	AC		91	86	87	\$73	385,037	SEAL CRACKS
RAFAELA STREET	PINOLE VALLEY RD	JOHN ST	RAFAEL	010	502	28	14,056	R	AC		85	82	84	\$64	621,870	SEAL CRACKS
RIDGECREST ROAD	HOUSE #1569	TESORO CT	RIDGEC	020	1,880	37	69,560	R	AC		86	83	85	\$292	579,183	SEAL CRACKS
ROGERS WAY	NOB HILL AVE	SAN PABLO AVE	ROGERS	010	650	32	20,800	R	AC		83	80	82	\$105	593,552	SEAL CRACKS
RUFF COURT	FARIA ST	CUL DE SAC	RUFFCT	010	371	32	11,872	R	AC		84	81	83	\$58	570,451	SEAL CRACKS
SANTA BARBARA DRIVE	RAMONA ST	SILVERADO DR	SANTAB	010	843	36	30,348	R	AC		83	80	82	\$155	582,667	SEAL CRACKS
SARAH COURT	SHEA DR	CUL DE SAC	SARACT	010	756	44	33,264	R	AC/AC		89	86	87	\$69	1,096,038	SEAL CRACKS
SILVERCREST COURT	VICTOR AVE	CUL DE SAC	SILVCT	010	554	31	17,174	R	AC		87	84	85	\$68	596,012	SEAL CRACKS
SILVERCREST STREET	VICTOR AVE	DEAD END	SILVST	010	389	31	12,059	R	AC		90	85	86	\$45	391,419	SEAL CRACKS
SONOMA WAY	MORAGA DR	MENDOCINO AVE	SONOMA	010	982	32	31,424	R	AC		88	84	85	\$129	405,878	SEAL CRACKS
SUMMIT COURT	SUMMIT DR	CUL DE SAC	SUMMCT	010	118	30	3,540	R	AC		89	84	85	\$14	403,422	SEAL CRACKS
SUMMIT DRIVE	CUL DE SAC (SOUTH)	BUENA VISTA DR	SUMMDR	010	493	24	11,832	R	AC		74	70	73	\$94	414,090	SEAL CRACKS
SUMMIT DRIVE	BUENA VISTA DR	CUL DE SAC (NORTH-EAST)	SUMMDR	020	884	28	24,752	R	AC		83	78	80	\$141	411,629	SEAL CRACKS
SUNNYVIEW DRIVE	MARELSTA RD	SAN PABLO AVE	SUNVDR	010	1,108	34	37,672	R	AC		89	84	85	\$149	403,414	SEAL CRACKS
SUNNYVIEW DRIVE	SAN PABLO AVE	BAY VIEW FARM RD	SUNVDR	020A	600	38	22,800	R	AC		88	86	87	\$75	672,847	SEAL CRACKS
SUNNYVIEW DRIVE	BAY VIEW FARM RD	DEAD END AT WOY CIRCLE	SUNVDR	020B	1,197	38	45,486	R	AC		88	86	87	\$149	672,847	SEAL CRACKS
VALLEY VIEW DRIVE	FERN AVE	BUENA VISTA DR	VALLDR	010	189	28	5,292	R	AC		85	80	82	\$27	414,587	SEAL CRACKS
VICTOR STREET	WRIGHT AVE	SILVERCREST ST	VICTOR	020	1,127	36	40,572	R	AC		84	82	83	\$191	556,775	SEAL CRACKS
WHIPPOORWILL COURT	GALBRETH RD	CUL DE SAC	WHIPOR	010	609	33	20,097	R	AC		86	83	85	\$85	579,183	SEAL CRACKS
WILDE COURT	KILDARE WAY	CUL DE SAC	WILDE	010	201	36	7,236	R	AC		87	83	84	\$31	409,624	SEAL CRACKS
WOODSIDE COURT	VICTOR AVE	CUL DE SAC	WOODSI	010	561	31	17,391	R	AC		87	85	86	\$67	632,663	SEAL CRACKS
											Treatment Total		\$6,784			
PINOLE VALLEY ROAD	PINOLE CREEK BRIDGE #6	BRIDGE WEST OF SAVAGE ST	PINOLV	020	2,131	50	106,550	A	AC		50	43	100	\$711,518	9,903	MILL AND THICK OVERLAY
											Treatment Total		\$711,518			
2ND AVENUE	NOB HILL AVE	SAN PABLO AVE	2NDAVE	010	566	27	15,282	R	AC		47	41	100	\$83,496	7,249	THICK AC OVERLAY(2.5 INCHES)
BETTY AVENUE	MEADOW AVE	EAST MEADOW AVE	BETTY	010	407	24	9,768	R	AC		47	40	100	\$53,369	7,266	THICK AC OVERLAY(2.5 INCHES)

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - Scenario 1 - Current Funding (\$1M)

Year: 2025

											Treatment					
Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	PCI Before	PCI After	Cost	Rating	Treatment
CURRAN COURT	PONDEROSA TR	CUL DE SAC	CURRAN	010	356	36	12,816	R	AC		47	41	100	\$70,022	7,253	THICK AC OVERLAY(2.5 INCHES)
ROBLE AVENUE	ENCINA AVE	PINON AVE	ROBLE	020	420	29	12,180	R	AC		47	40	100	\$66,548	7,274	THICK AC OVERLAY(2.5 INCHES)
											Treatment Total			\$273,435		
Year 2025 Area Total								1,773,922		Year 2025 Total			\$997,646			

Year: 2026

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	Treatment		Cost	Rating	Treatment
												PCI Before	PCI After			
BARRETT COURT	PONDEROSA TR	CUL DE SAC	BARRET	010	163	36	5,868	R	AC		74	70	79	\$2,936	19,584	SLURRY SEAL
MENDOCINO DRIVE	SIMAS AVE	TAMALPAIS DR	MENDDR	010	696	37	25,752	R	AC		83	77	85	\$12,882	18,832	SLURRY SEAL
											Treatment Total		\$15,818			
4TH AVENUE	MARLESTA AVE	NOB HILL AVE	4THAVE	010	263	26	6,838	R	AC/AC		84	88	89	\$3	7,150,767	SEAL CRACKS
APPIAN WAY	I-80 EAST ON RAMP	I-80 WEST ON RAMP	APPIAN	030	482	74	35,668	A	AC/AC		79	83	85	\$129	1,681,173	SEAL CRACKS
BUENA VISTA DRIVE	HOUSE #440	END OF LOOP	BUENAV	020	788	23	18,124	R	AC/AC		92	89	89	\$3	16,694,218	SEAL CRACKS
CORTE CRUZ COURT	HOKE DR	CUL DE SAC	CORTE	010	544	33	17,952	R	AC/AC		92	89	89	\$3	16,694,218	SEAL CRACKS
CURRY COURT	CARLOTTA CIRCLE	CUL-DE-SAC	CURRYC	432	101	37	3,737	R	AC		73	79	81	\$22	734,822	SEAL CRACKS
FERN AVENUE	SAN PABLO AVE	VALLEYVIEW ST	FERNAV	010	519	28	14,532	R	AC/AC		92	89	89	\$2	16,694,218	SEAL CRACKS
HOYTT COURT	PINOLE VALLEY RD	CUL DE SAC	HOYTT	010	138	31	4,278	R	AC		39	87	88	\$5	969,239	SEAL CRACKS
KELLEY COURT	MANN DR	CUL DE SAC	KELLEY	010	234	26	6,084	R	AC		73	78	80	\$36	558,095	SEAL CRACKS
MADRONE AVENUE	SAN PABLO AVE	PRIVATE DRIVE	MADRON	010	141	16	2,256	R	AC		74	79	81	\$13	558,713	SEAL CRACKS
PINOLE VALLEY ROAD	BRIDGE WEST OF SAVAGE ST	COLLINS AVE (NORTH INT)	PINOLV	030	2,484	39	96,876	A	AC		44	85	86	\$262	1,001,607	SEAL CRACKS
PINOLE VALLEY ROAD	TENNENT AVE	SAN PABLO AVE	PINOLV	080	1,650	32	52,800	A	AC		39	85	86	\$143	1,001,607	SEAL CRACKS
ROBLE AVENUE	SAN PABLO AVE	ENCINA AVE	ROBLE	010	251	28	7,028	R	AC/AC		84	88	89	\$3	7,275,110	SEAL CRACKS
SARITA COURT	PINOLE VALLEY RD	CUL DE SAC	SARITA	371	106	27	2,862	R	AC		40	87	88	\$4	969,239	SEAL CRACKS
SUNNYVIEW COURT	MARLESTA DR	CUL DE SAC	SUNVCT	010	261	25	6,525	R	AC/AC		84	88	89	\$3	7,150,767	SEAL CRACKS
TOMAR COURT	COLLINS AVE	CUL DE SAC	TOMAR	010	107	32	3,424	R	AC		45	87	88	\$4	969,239	SEAL CRACKS
											Treatment Total		\$635			
SAN PABLO AVENUE	APPIAN WAY	OAK RIDGE RD	SANPAB	050	1,706	66	112,596	A	AC		54	43	100	\$774,448	9,597	MILL AND THICK OVERLAY

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - Scenario 1 - Current Funding (\$1M)

										Treatment Total		\$774,448			
DEL MONTE DRIVE	PINOLE SHORES DR	CITY LIMITS	DELMON	010	701	30	21,030	R	AC	49	40	100	\$118,348	7,047	THICK AC OVERLAY(2.5 INCHES)
OWENS COURT	SHEA DR	CUL DE SAC	OWENS	010	500	32	16,000	R	AC	50	41	100	\$90,041	7,036	THICK AC OVERLAY(2.5 INCHES)
										Treatment Total		\$208,389			
Year 2026 Area Total										460,230		Year 2026 Total		\$999,290	
Grand Total Section Area:										3,373,086		Grand Total		\$4,995,839	

Target-Driven Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: PTAP 22 - S3: Maintain Current PCI (57)									
Objective: Minimum Network Average PCI					Target: Overall 57				

Year: 2022 Treatment: SLURRY SEAL

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
APPIAN WAY	MICHAEL DR	I-80 EAST ON RAMP	APPIAN	020	A	AC/AC	87	\$40,684	55,961
APPIAN WAY	I-80 EAST ON RAMP	I-80 WEST ON RAMP	APPIAN	030	A	AC/AC	87	\$15,853	55,961
APPIAN WAY	I-80 WEST ON RAMP	MANN DR	APPIAN	040	A	AC/AC	88	\$43,101	57,396
APPIAN WAY	MANN DR	SAN PABLO AVE	APPIAN	050	A	AC/AC	88	\$88,816	57,396
FITGERALD DRIVE	JOVITA LN	APPIAN WAY	FITZGE	020	C	AC/AC	89	\$99,494	40,899

2022 - SLURRY SEAL Total \$287,948

Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
BARRETT COURT	PONDEROSA TR	CUL DE SAC	BARRET	010	R	AC	77	\$37	427,230
PONDEROSA TRAIL	FARIA AVE	FARIA AVE	PONDER	010	R	AC	79	\$418	442,016
SAN PABLO AVENUE	PINOLE SHORES DR	SUNNYVIEW DR	SANPAB	030	A	AC/AC	80	\$594	1,188,648
SAN PABLO AVENUE	SUNNYVIEW DR	APPIAN WAY	SANPAB	040	A	AC/AC	80	\$703	1,254,700

2022 - SEAL CRACKS Total \$1,752

Year 2022 Total \$289,700

Year: 2023 Treatment: SLURRY SEAL

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
4TH AVENUE	MARLESTA AVE	NOB HILL AVE	4THAVE	010	R	AC/AC	91	\$3,131	27,914
ALFRED DRIVE	BELFAIR DR	HAZEL ST	ALFRED	010	R	AC	91	\$5,336	16,336
ANTONIA CIRCLE	OAK RIDGE RD	OAK RIDGE RD	ANTONI	010	R	AC	83	\$10,921	21,253
BELMONT WAY	MARLESTA RD	CUL-DE-SAC	BELMON	010	R	AC/AC	86	\$11,993	25,943
CURRY COURT	CARLOTTA CIRCLE	CUL-DE-SAC	CURRYC	432	R	AC	81	\$1,711	30,993
DUTRA COURT	HAZEL ST	CUL DE SAC	DUTRA	010	R	AC	82	\$2,683	21,339
EBSEN COURT	SARAH DR	CUL DE SAC	EBSEN	010	R	AC/AC	86	\$3,511	25,940
EL TORO WAY	CANYON DR	CUL DE SAC	ELTORO	010	R	AC	81	\$10,826	27,142
GATLEY DRIVE	PINOLE SHORES DRIVE	CARLOTTA CIR	GATLEY	010	R	AC	86	\$1,362	20,323
GERZ COURT	ESTATES AVE	CUL DE SAC	GERZCT	010	R	AC	88	\$3,326	19,413
HEMLEB COURT	BAYVIEW FARM RD	CUL DE SAC	HEMLEB	010	R	AC	90	\$7,110	17,267
KELLEY COURT	MANN DR	CUL DE SAC	KELLEY	010	R	AC	81	\$2,786	28,509

Year: 2023 Treatment: SLURRY SEAL

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
MADRONE AVENUE	SAN PABLO AVE	PRIVATE DRIVE	MADRON	010	R	AC	82	\$1,033	28,297
MEADOW AVENUE	NOB HILL AVE	SAN PABLO AVE	MEADOW	020	R	AC	91	\$10,185	16,349
MEEHAN COURT	CARLOTTA CIRCLE	CUL-DE-SAC	MEENA	433	R	AC	84	\$2,245	23,042
MENDOCINO DRIVE	SIMAS AVE	TAMALPAIS DR	MENDDR	010	R	AC	89	\$11,789	18,087
OAK RIDGE ROAD	HENRY AVE	IGNACIO CT	OAKRID	010	C	AC	82	\$6,483	23,481
OAK RIDGE ROAD	IGNACIO CT	SAN PABLO AVE	OAKRID	020	C	AC	86	\$18,096	24,846
ROBLE AVENUE	SAN PABLO AVE	ENCINA AVE	ROBLE	010	R	AC/AC	91	\$3,218	27,915
SAN PABLO AVENUE	PINOLE SHORES DR	SUNNYVIEW DR	SANPAB	030	A	AC/AC	87	\$49,638	36,798
SAN PABLO AVENUE	SUNNYVIEW DR	APPIAN WAY	SANPAB	040	A	AC/AC	88	\$62,361	37,385
SIMAS AVENUE	PINOLE VALLEY RD	DIABLO CT	SIMAS	010	C	AC/AC	89	\$30,373	39,897
SIMAS AVENUE	DIABLO CT	APPALOOSA TR	SIMAS	015	C	AC/AC	89	\$45,716	35,147
SIMAS AVENUE	APPALOOSA TR	PINOLE VALLEY RD	SIMAS	020	C	AC/AC	89	\$34,790	33,099
SUNNYVIEW COURT	MARLESTA DR	CUL DE SAC	SUNVCT	010	R	AC/AC	91	\$2,987	27,914
TESORO COURT	RIDGECREST RD	CUL DE SAC	TESORO	010	R	AC	92	\$6,549	14,177

2023 - SLURRY SEAL Total \$284,430

Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
5TH AVENUE	NOB HILL AVE	SAN PABLO AVE	5THAVE	010	R	AC	86	\$60	416,417
CRESTVIEW DRIVE	SAN PABLO AVE	END OF LOOP	CRESTV	010	R	AC	87	\$233	407,908
MAJOR VISTA COURT	CRESTVIEW DR	CUL DE SAC	MAJORV	010	R	AC	87	\$56	407,940
NOB HILL AVENUE	MEADOW AVE	SUNNYVIEW DR	NOBHIL	010	R	AC	88	\$68	387,126
O CONNOR DRIVE	CITY LIMITS (HOUSE #401)	BANTRY RD	OCONNE	010	R	AC	87	\$53	407,758

2023 - SEAL CRACKS Total \$470

Treatment: MILL AND THICK OVERLAY

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
PINOLE VALLEY ROAD	CITY LIMITS EAST OF MARLIN CT	PINOLE CREEK BRIDGE #6	PINOLV	010	A	AC	100	\$453,742	10,412
PINOLE VALLEY ROAD	BRIDGE WEST OF SAVAGE ST	COLLINS AVE (NORTH INT)	PINOLV	030	A	AC	100	\$609,781	10,532
PINOLE VALLEY ROAD	HENRY AVE	TENNENT AVE	PINOLV	070	A	AC	100	\$198,540	10,477
SAN PABLO AVENUE	BELMONT WAY	PINOLE SHORES DR	SANPAB	020	A	AC	100	\$661,887	10,375

2023 - MILL AND THICK OVERLAY Total \$1,923,950

Year 2023 Total \$2,208,850

Year: 2024 Treatment: SLURRY SEAL

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
ADOBE ROAD	PINOLE VALLEY RD	PAVEMENT CHANGE	ADOBE	005	R	AC	95	\$6,149	9,289
DIABLO CIRCLE	SIMAS AVE	SIMAS AVE	DIABLO	010	R	AC	95	\$16,311	9,271
RUFF AVENUE	FARIA AVE	PALOMA ST	RUFFAV	010	R	AC	95	\$16,794	9,269

2024 - SLURRY SEAL Total \$39,254

Treatment: MILL AND THICK OVERLAY

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
PINOLE VALLEY ROAD	PINOLE CREEK BRIDGE #6	BRIDGE WEST OF SAVAGE ST	PINOLV	020	A	AC	100	\$690,794	10,025
PINOLE VALLEY ROAD	ESTATES AVE	I-80 OFF-RAMP	PINOLV	055	A	AC	100	\$326,758	10,148
SAN PABLO AVENUE	APPIAN WAY	OAK RIDGE RD	SANPAB	050	A	AC	100	\$729,992	9,787
SAN PABLO AVENUE	OAK RIDGE RD	BRIDGE (HERCULES CL)	SANPAB	055	A	AC	100	\$857,738	10,017

2024 - MILL AND THICK OVERLAY Total \$2,605,282

Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
BOX CANYON ROAD	BUCKSKIN RD	DEAD END	BOXCAN	010	R	AC	100	\$48,510	7,480
PINOLE SHORES DRIVE	100 SOUTH OF OVERPASS	DEL MONTE DR	PINOLE	020	R	AC	100	\$204,298	7,462
SEVILLE COURT	MONTE VERDE DRIVE	CUL DE SAC	SEVILL	010	R	AC	100	\$96,585	7,449
TOMAR COURT	COLLINS AVE	CUL DE SAC	TOMAR	010	R	AC	100	\$18,163	7,479

2024 - THICK AC OVERLAY(2.5 INCHES) Total \$367,556

Year 2024 Total \$3,012,092

Year: 2025 Treatment: SLURRY SEAL

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
ESTATES AVENUE	SIMAS AVE	RAMONA ST	ESTATE	010	C	AC	94	\$43,001	19,302

2025 - SLURRY SEAL Total \$43,001

Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
ADOBE ROAD	PAVEMENT CHANGE	CUL-DE-SAC	ADOBE	015	R	AC	87	\$36	375,372
ALTAMIRANO CIRCLE	FRANCISCA CT	FRANCISCA CT	ALTAMI	010	R	AC	85	\$64	642,666
AMEND STREET	MANN DR	CUL DE SAC	AMEND	010	R	AC	87	\$114	375,372
ANTONIA COURT	ANTONIA CIRCLE	CUL DE SAC	ANTOCT	010	R	AC	84	\$40	610,707
BAY VIEW FARM ROAD	SUNNYVIEW DR	HOUSE #1059	BAYVIE	010	R	AC	84	\$54	409,624
BERNARDO COURT	OAK RIDGE RD	CUL DE SAC	BERNAR	010	R	AC	85	\$30	642,666

Year: 2025

Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
BLUE JAY CIRCLE	GALBRETH RD	END OF LOOP	BLUEJA	010	R	AC	88	\$94	671,000
BRENDA COURT	BELFAIR DR	CUL DE SAC	BRENDA	010	R	AC	87	\$22	375,465
BRETT COURT	PINON AVE	CUL DE SAC	BRETT	010	R	AC	87	\$44	385,037
CANYON DRIVE	APPIAN WAY	EL TORO WAY	CANYON	010	R	AC	86	\$162	668,643
CLARK COURT	FARIA AVE	CUL DE SAC	CLARK	010	R	AC	82	\$69	538,996
COLINA COURT	SAVAGE AVE	CUL DE SAC	COLINA	010	R	AC	84	\$19	621,870
COLLINS AVENUE	PINOLE VALLEY RD - WEST ENTRANCE	TOMAR CT	COLLIN	010A	R	AC	74	\$153	410,180
COLLINS AVENUE	TOMAR CT	PINOLE VALLEY RD - EAST ENTRANCE	COLLIN	010B	R	AC	74	\$187	410,180
DANNY COURT	BAYVIEW FARM RD	CUL DE SAC	DANNY	010	R	AC	83	\$68	577,162
DOWNER STREET	PINOLE VALLEY RD	HENRY AVE	DOWNER	010	R	AC	86	\$196	400,229
ENLOW COURT	PONDEROSA TR	CUL DE SAC	ENLOWC	010	R	AC	81	\$49	411,896
FLAMINGO COURT	GALBRETH RD	CUL DE SAC	FLAMIN	010	R	AC	86	\$29	391,419
FRANCISCA COURT	OAK RIDGE RD	CUL DE SAC	FRANCT	010	R	AC	83	\$128	413,633
FRASER COURT	FRANCIS DR	CUL DE SAC	FRASER	010	R	AC	83	\$77	414,142
GALBRETH ROAD	PINOLE VALLEY RD	BLUE JAY CIR	GALBRE	15A	R	AC	89	\$193	665,536
GALBRETH ROAD	BLUE JAY CIR	END OF CUL DE SAC	GALBRE	15B	R	AC	89	\$58	665,536
GLEN COURT	MARIONOLA WAY	CUL DE SAC	GLENCT	010	R	AC	86	\$45	391,419
HANLEY DRIVE	LIMERICK RD	MARLESTA RD	HANLDR	010	R	AC	83	\$89	587,083
HAZEL STREET	SUNNYVIEW DR	DEAD END	HAZEL	005	R	AC	84	\$42	409,512
HENRY AVENUE	LEWIS LN	OAK RIDGE DR	HENRY	020	R	AC	84	\$169	409,596
HENRY AVENUE	OAK RIDGE DR	PINOLE VALLEY RD	HENRY	030	R	AC	84	\$308	409,624
HENRY AVENUE	ALICE WAY	FRANCIS DR	HENRY	050	R	AC	83	\$159	413,633
HERMOSA STREET	LUCAS AVE	SIMAS AVE	HERMST	020	R	AC	86	\$147	654,484
HIGUERA AVENUE	RAMONA ST	ALAMO ST	HIGUER	010	R	AC	85	\$48	403,414
HUTCHINSON COURT	PINON AVE	CUL DE SAC	HUTCHI	010	R	AC	83	\$82	413,633
IGNACIO COURT	OAK RIDGE RD	CUL DE SAC	IGNACI	010	R	AC	84	\$19	409,596
JOHN STREET	SAN PABLO AVE	PRIVATE DRIVE	JOHNST	010	R	AC	85	\$68	403,414
LA CANADA COURT	SAVAGE AVE	CUL DE SAC	LACANA	010	R	AC	84	\$61	638,048
LA REINA STREET	HERMOSA ST	RAMONA ST	LAREIN	010	R	AC	84	\$81	409,624
LAUREL AVENUE	SAN PABLO AVE	PRIVATE DRIVE	LAUREL	010	R	AC/AC	81	\$92	499,751
LUCAS AVENUE	ESTATES AVE	RAMONA ST	LUCAS	010	R	AC	83	\$144	413,621
MARLESTA ROAD	HOUSE #600	KILDARE WAY	MARLES	020	C	AC	86	\$174	536,317
MCDONALD DRIVE	MARLESTA RD	CUL DE SAC	MCDONA	010	R	AC	84	\$295	610,707
MEADOW AVENUE	MARLESTA RD	NOB HILL AVE	MEADOW	010	R	AC	85	\$65	403,414
MONTCLAIR COURT	SANTA BARBARA DR	CUL DE SAC	MONTCL	010	R	AC	82	\$33	538,996
MORAGA DRIVE	SIMAS AVE	TAMALPAIS DR	MORAGA	020	R	AC	87	\$91	382,186
ORLEANS DRIVE	TENNENT AVE	NORTH DEAD END	ORLEAN	020	R	AC/AC	87	\$24	1,096,038

** - Treatment from Project Selection

Year: 2025 Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
PARK STREET	QUINAN AVE	TENNENT AVE	PARKST	010	R	AC	76	\$60	448,850
PINOLE SHORES DRIVE	DEL MONTE DR	CUL DE SAC	PINOLE	030	R	AC	84	\$106	409,596
PONDEROSA TRAIL	FARIA AVE	HOLIDAY CT	PONDER	020A	R	AC	82	\$122	414,585
PONDEROSA TRAIL	HOLIDAY CT	DEAD END SOUTH OF ALAMO ST	PONDER	020B	R	AC	82	\$293	414,585
PRIMROSE LANE	LOPES CT	CUL DE SAC	PRIMRO	020	R	AC	87	\$73	385,037
RAFAELA STREET	PINOLE VALLEY RD	JOHN ST	RAFAEL	010	R	AC	84	\$64	621,870
RIDGECREST ROAD	HOUSE #1569	TESORO CT	RIDGEC	020	R	AC	85	\$292	579,183
ROGERS WAY	NOB HILL AVE	SAN PABLO AVE	ROGERS	010	R	AC	82	\$105	593,552
RUFF COURT	FARIA ST	CUL DE SAC	RUFFCT	010	R	AC	83	\$58	570,451
SANTA BARBARA DRIVE	RAMONA ST	SILVERADO DR	SANTAB	010	R	AC	82	\$155	582,667
SARAH COURT	SHEA DR	CUL DE SAC	SARACT	010	R	AC/AC	87	\$69	1,096,038
SILVERCREST COURT	VICTOR AVE	CUL DE SAC	SILVCT	010	R	AC	85	\$68	596,012
SILVERCREST STREET	VICTOR AVE	DEAD END	SILVST	010	R	AC	86	\$45	391,419
SONOMA WAY	MORAGA DR	MENDOCINO AVE	SONOMA	010	R	AC	85	\$129	405,878
SUMMIT COURT	SUMMIT DR	CUL DE SAC	SUMMCT	010	R	AC	85	\$14	403,422
SUMMIT DRIVE	CUL DE SAC (SOUTH)	BUENA VISTA DR	SUMMDR	010	R	AC	73	\$94	414,090
SUMMIT DRIVE	BUENA VISTA DR	CUL DE SAC (NORTH-EAST)	SUMMDR	020	R	AC	80	\$141	411,629
SUNNYVIEW DRIVE	MARELSTA RD	SAN PABLO AVE	SUNVDR	010	R	AC	85	\$149	403,414
SUNNYVIEW DRIVE	SAN PABLO AVE	BAY VIEW FARM RD	SUNVDR	020A	R	AC	87	\$75	672,847
SUNNYVIEW DRIVE	BAY VIEW FARM RD	DEAD END AT WOY CIRCLE	SUNVDR	020B	R	AC	87	\$149	672,847
VALLEY VIEW DRIVE	FERN AVE	BUENA VISTA DR	VALLDR	010	R	AC	82	\$27	414,587
VICTOR STREET	WRIGHT AVE	SILVERCREST ST	VICTOR	020	R	AC	83	\$191	556,775
WHIPPOORWILL COURT	GALBRETH RD	CUL DE SAC	WHIPOR	010	R	AC	85	\$85	579,183
WILDE COURT	KILDARE WAY	CUL DE SAC	WILDE	010	R	AC	84	\$31	409,624
WOODSIDE COURT	VICTOR AVE	CUL DE SAC	WOODSI	010	R	AC	86	\$67	632,663
2025 - SEAL CRACKS Total					\$2,602				

Treatment: MILL AND THICK OVERLAY

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
PINOLE VALLEY ROAD	I-80 OFF-RAMP	HENRY AVE	PINOLV	065	A	AC	100	\$555,324	9,509

2025 - MILL AND THICK OVERLAY Total \$555,324

Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
2ND AVENUE	NOB HILL AVE	SAN PABLO AVE	2NDAVE	010	R	AC	100	\$83,496	7,249
ALICE WAY	HENRY AVE	HENRY AVE	ALICE	010	R	AC	100	\$367,709	7,072
BETTY AVENUE	MEADOW AVE	EAST MEADOW AVE	BETTY	010	R	AC	100	\$53,369	7,266

Year: 2025 Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
CURRAN COURT	PONDEROSA TR	CUL DE SAC	CURRAN	010	R	AC	100	\$70,022	7,253
DEL MONTE DRIVE	PINOLE SHORES DR	CITY LIMITS	DELMON	010	R	AC	100	\$114,901	7,174
DOIDGE AVENUE	WRIGHT AVE	MOORE CT	DOIDGE	010	R	AC	100	\$261,217	7,173
FARIA COURT	FARIA AVE	CUL DE SAC	FARICT	010	R	AC	100	\$34,662	7,121
HANSEN PLACE	ROBLE AVE	CUL DE SAC	HANSEN	010	R	AC	100	\$33,525	7,269
HERMOSA COURT	ESTATES AVE	CUL DE SAC	HERMCT	010	R	AC	100	\$20,801	7,112
MENDOCINO DRIVE	TAMALPAIS DR	GOULARTE DR	MENDDR	020	R	AC	100	\$135,865	7,238
MICHAEL DRIVE	APPIAN WAY	CUL DE SAC	MICHAE	010	R	AC	100	\$111,196	7,111
OWENS COURT	SHEA DR	CUL DE SAC	OWENS	010	R	AC	100	\$87,419	7,158
POQUITO COURT	CUL DE SAC S. OF CANYON DR	CUL DE SAC N. OF CANYON DR	POQUIT	010	R	AC	100	\$46,999	7,221
PRIMROSE LANE	PINON AVE	LOPES CT	PRIMRO	010	R	AC	100	\$95,461	7,208
ROBLE AVENUE	ENCINA AVE	PINON AVE	ROBLE	020	R	AC	100	\$66,548	7,274
SANDRA COURT	REBECCA DR	CUL DE SAC	SANDRA	010	R	AC	100	\$40,912	7,119
TAMALPAIS DRIVE	SIMAS AVE	MENDOCINO DR	TAMALP	010	R	AC	100	\$448,652	7,067
2025 - THICK AC OVERLAY(2.5 INCHES) Total				\$1,498,158					
Year 2025 Total				\$1,498,158					

Year: 2026 Treatment: SLURRY SEAL

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
BARRETT COURT	PONDEROSA TR	CUL DE SAC	BARRET	010	R	AC	79	\$2,936	19,584
PONDEROSA TRAIL	FARIA AVE	FARIA AVE	PONDER	010	R	AC	81	\$36,665	19,557
2026 - SLURRY SEAL Total				\$39,601					

Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
APPIAN WAY	MICHAEL DR	I-80 EAST ON RAMP	APPIAN	020	A	AC/AC	85	\$330	1,681,173
APPIAN WAY	I-80 EAST ON RAMP	I-80 WEST ON RAMP	APPIAN	030	A	AC/AC	85	\$129	1,681,173
APPIAN WAY	I-80 WEST ON RAMP	MANN DR	APPIAN	040	A	AC/AC	86	\$291	1,966,440
APPIAN WAY	MANN DR	SAN PABLO AVE	APPIAN	050	A	AC/AC	86	\$600	1,966,440
BUENA VISTA DRIVE	HOUSE #440	END OF LOOP	BUENAV	020	R	AC/AC	89	\$3	16,694,218
CORTE CRUZ COURT	HOKE DR	CUL DE SAC	CORTE	010	R	AC/AC	89	\$3	16,694,218
FERN AVENUE	SAN PABLO AVE	VALLEYVIEW ST	FERNAV	010	R	AC/AC	89	\$2	16,694,218
FITZGERALD DRIVE	JOVITA LN	APPIAN WAY	FITZGE	020	C	AC/AC	87	\$535	1,658,483
2026 - SEAL CRACKS Total				\$1,893					

Year: 2026 Treatment: MILL AND THICK OVERLAY

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
FITGERALD DRIVE	CALTRANS RIGHT OF WAY	JOVITA LN	FITZGE	010	C	AC/AC	100	\$503,093	6,708
MARLESTA ROAD	HANLEY DR	HOUSE #600	MARLES	010	C	AC	100	\$196,027	6,857
MARLESTA ROAD	KILDARE WAY	MCDONALD DR	MARLES	030	C	AC	100	\$420,941	6,724

2026 - MILL AND THICK OVERLAY Total \$1,120,061

Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
ALHAMBRA WAY	MORAGA DR	CUL DE SAC	ALHAMB	010	R	AC	100	\$317,664	6,758
BAY VIEW FARM ROAD	HOUSE #1059	PINON AVE	BAYVIE	020	R	AC	100	\$289,121	6,870
DEAN COURT	PONDEROSA TR	CUL DE SAC	DEANCT	010	R	AC	100	\$76,783	6,864
DOOLIN COURT	KILLARNEY RD	CUL DE SAC	DOOLIN	010	R	AC	100	\$31,008	6,953
FARIA AVENUE	CLARK CT	PONDEROSA TR	FARIAV	020	R	AC	100	\$305,160	6,741
HOLLIDAY COURT	PONDEROSA TR	CUL DE SAC	HOLLID	010	R	AC	100	\$41,937	6,757
LEROY AVENUE	LE FABVRE WY	CUL DE SAC	LEROY	010	R	AC	100	\$64,132	6,909
LUCAS AVENUE	RAMONA ST	CUL DE SAC	LUCAS	020	R	AC	100	\$28,560	6,761
MONTE VISTA DRIVE	PINOLE VALLEY DR	ALHAMBRA WAY	MONTVI	010	R	AC	100	\$284,236	6,775
PINON AVENUE	BELFAIR DR	DEAD END	PINONA	020	R	AC	100	\$116,975	6,811
QUINAN AVENUE	SAN PABLO AVE	BUENA VISTA DR (SOUTH INT)	QUINAN	010	R	AC	100	\$107,982	6,799
ROBERT COURT	ALICE WAY	CUL DE SAC	ROBERT	010	R	AC	100	\$32,061	6,748
VALLEY AVENUE	SAN PABLO AVE	CHARLES AVE	VALLAV	010	R	AC	100	\$26,000	6,730

2026 - THICK AC OVERLAY(2.5 INCHES) Total \$1,721,619

Year 2026 Total \$2,338,587

Grand Total \$11,137,408

Target-Driven Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: PTAP 22 - S3: Plus 5 PCI Increase									
Objective: Minimum Network Average PCI					Target: Overall 62				
Year: 2022		Treatment: SLURRY SEAL							
Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
4TH AVENUE	MARLESTA AVE	NOB HILL AVE	4THAVE	010	R	AC/AC	91	\$3,040	27,948
ALFRED DRIVE	BELFAIR DR	HAZEL ST	ALFRED	010	R	AC	92	\$5,181	14,920
ANTONIA CIRCLE	OAK RIDGE RD	OAK RIDGE RD	ANTONI	010	R	AC	84	\$10,603	21,645
APPIAN WAY	MICHAEL DR	I-80 EAST ON RAMP	APPIAN	020	A	AC/AC	87	\$40,684	55,961
APPIAN WAY	I-80 EAST ON RAMP	I-80 WEST ON RAMP	APPIAN	030	A	AC/AC	87	\$15,853	55,961
APPIAN WAY	I-80 WEST ON RAMP	MANN DR	APPIAN	040	A	AC/AC	88	\$43,101	57,396
APPIAN WAY	MANN DR	SAN PABLO AVE	APPIAN	050	A	AC/AC	88	\$88,816	57,396
BELMONT WAY	MARLESTA RD	CUL-DE-SAC	BELMON	010	R	AC/AC	87	\$11,644	26,266
CURRY COURT	CARLOTTA CIRCLE	CUL-DE-SAC	CURRYC	432	R	AC	82	\$1,661	32,350
DUTRA COURT	HAZEL ST	CUL DE SAC	DUTRA	010	R	AC	83	\$2,604	21,802
EBSEN COURT	SARAH DR	CUL DE SAC	EBSEN	010	R	AC/AC	87	\$3,408	26,263
EL TORO WAY	CANYON DR	CUL DE SAC	ELTORO	010	R	AC	82	\$10,511	28,242
FITZGERALD DRIVE	JOVITA LN	APPIAN WAY	FITZGE	020	C	AC/AC	89	\$99,494	40,899
GATLEY DRIVE	PINOLE SHORES DRIVE	CARLOTTA CIR	GATLEY	010	R	AC	87	\$1,323	20,235
GERZ COURT	ESTATES AVE	CUL DE SAC	GERZCT	010	R	AC	89	\$3,229	18,983
HEMLEB COURT	BAYVIEW FARM RD	CUL DE SAC	HEMLEB	010	R	AC	91	\$6,903	16,141
KELLEY COURT	MANN DR	CUL DE SAC	KELLEY	010	R	AC	82	\$2,704	29,745
MADRONE AVENUE	SAN PABLO AVE	PRIVATE DRIVE	MADRON	010	R	AC	83	\$1,003	29,441
MEADOW AVENUE	NOB HILL AVE	SAN PABLO AVE	MEADOW	020	R	AC	92	\$9,888	14,937
MEEHAN COURT	CARLOTTA CIRCLE	CUL-DE-SAC	MEENA	433	R	AC	86	\$2,179	23,287
MENDOCINO DRIVE	SIMAS AVE	TAMALPAIS DR	MENDDR	010	R	AC	91	\$11,446	17,216
OAK RIDGE ROAD	HENRY AVE	IGNACIO CT	OAKRID	010	C	AC	84	\$6,294	24,942
OAK RIDGE ROAD	IGNACIO CT	SAN PABLO AVE	OAKRID	020	C	AC	88	\$17,568	25,759
ROBLE AVENUE	SAN PABLO AVE	ENCINA AVE	ROBLE	010	R	AC/AC	91	\$3,124	27,950
SIMAS AVENUE	PINOLE VALLEY RD	DIABLO CT	SIMAS	010	C	AC/AC	90	\$29,488	40,352
SIMAS AVENUE	DIABLO CT	APPALOOSA TR	SIMAS	015	C	AC/AC	90	\$44,384	34,935
SIMAS AVENUE	APPALOOSA TR	PINOLE VALLEY RD	SIMAS	020	C	AC/AC	90	\$33,776	32,631
SUNNYVIEW COURT	MARLESTA DR	CUL DE SAC	SUNVCT	010	R	AC/AC	91	\$2,900	27,948
TESORO COURT	RIDGECREST RD	CUL DE SAC	TESORO	010	R	AC	94	\$6,358	12,215
				2022 - SLURRY SEAL Total		\$519,167			

Year: 2022 Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
BARRETT COURT	PONDEROSA TR	CUL DE SAC	BARRET	010	R	AC	77	\$37	427,230
PONDEROSA TRAIL	FARIA AVE	FARIA AVE	PONDER	010	R	AC	79	\$418	442,016
SAN PABLO AVENUE	PINOLE SHORES DR	SUNNYVIEW DR	SANPAB	030	A	AC/AC	80	\$594	1,188,648
SAN PABLO AVENUE	SUNNYVIEW DR	APPIAN WAY	SANPAB	040	A	AC/AC	80	\$703	1,254,700
2022 - SEAL CRACKS Total					\$1,752				

Treatment: MILL AND THICK OVERLAY

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
PINOLE VALLEY ROAD	CITY LIMITS EAST OF MARLIN CT	PINOLE CREEK BRIDGE #6	PINOLV	010	A	AC	100	\$440,526	10,522
PINOLE VALLEY ROAD	BRIDGE WEST OF SAVAGE ST	COLLINS AVE (NORTH INT)	PINOLV	030	A	AC	100	\$592,020	10,665
PINOLE VALLEY ROAD	ESTATES AVE	I-80 OFF-RAMP	PINOLV	055	A	AC	100	\$308,000	10,349
PINOLE VALLEY ROAD	HENRY AVE	TENNENT AVE	PINOLV	070	A	AC	100	\$192,757	10,599
PINOLE VALLEY ROAD	TENNENT AVE	SAN PABLO AVE	PINOLV	080	A	AC	100	\$322,667	10,941
SAN PABLO AVENUE	BELMONT WAY	PINOLE SHORES DR	SANPAB	020	A	AC	100	\$642,608	10,475
2022 - MILL AND THICK OVERLAY Total					\$2,498,578				

Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
ALVAREZ AVENUE	SAN PABLO AVE	GATE	ALVARE	010	R	AC	100	\$97,440	7,689
APPALOOSA COURT	GOULARTE DR	CUL DE SAC	APPACT	010	R	AC	100	\$58,200	7,875
APPALOOSA TRAIL	BUCKSKIN RD	GOULARTE DR	APPATR	020	R	AC	100	\$180,450	7,938
BOX CANYON ROAD	BUCKSKIN RD	DEAD END	BOXCAN	010	R	AC	100	\$45,725	7,735
BOYLE COURT	KILKENNY WAY	CUL DE SAC	BOYLE	010	R	AC	100	\$36,540	7,822
COSTA COURT	HOKE DR	CUL DE SAC	COSTA	010	R	AC	100	\$65,255	7,794
GOULARTE DRIVE	MENDOCINO CT	APPALOOSA TR	GOULAR	010	R	AC	100	\$230,280	7,865
HOYTT COURT	PINOLE VALLEY RD	CUL DE SAC	HOYTT	010	R	AC	100	\$21,390	7,954
JONES AVENUE	SAN PABLO AVE	GATE	JONES	010	R	AC	100	\$66,500	7,899
LASSEN WAY	SIMAS AVE	DEAD END	LASSEN	010	R	AC	100	\$126,720	7,950
PINOLE SHORES DRIVE	SAN PABLO AVE	100 SOUTH OF OVERPASS	PINOLE	010	R	AC	100	\$172,575	7,898
PINOLE SHORES DRIVE	100 SOUTH OF OVERPASS	DEL MONTE DR	PINOLE	020	R	AC	100	\$192,570	7,713
POULOS COURT	GOULARTE DR	CUL DE SAC	POULOS	010	R	AC	100	\$48,300	7,940
RAMONA STREET	PINOLE VALLEY RD	LUCAS AVE	RAMONA	010	R	AC	100	\$440,990	7,859
REBECCA DRIVE	SARAH DR	MICHAEL DR	REBECC	010	R	AC	100	\$164,320	7,951
SARITA COURT	PINOLE VALLEY RD	CUL DE SAC	SARITA	371	R	AC	100	\$14,310	7,943
SEVILLE COURT	MONTE VERDE DRIVE	CUL DE SAC	SEVILL	010	R	AC	100	\$91,040	7,691
TOMAR COURT	COLLINS AVE	CUL DE SAC	TOMAR	010	R	AC	100	\$17,120	7,733
VON DOLLEN COURT	GOULARTE DR/POULOS CT	CUL DE SAC	VONDOL	010	R	AC	100	\$87,000	7,785

Year: 2022 Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
ZOE COURT	ORLEANS DR	CUL DE SAC	ZOECT	010	R	AC	100	\$36,585	7,766
2023 - SLURRY SEAL Total					\$0				
Year 2023 Total					\$0				

Year: 2023 Treatment: SLURRY SEAL

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
SAN PABLO AVENUE	PINOLE SHORES DR	SUNNYVIEW DR	SANPAB	030	A	AC/AC	87	\$49,638	36,798
SAN PABLO AVENUE	SUNNYVIEW DR	APPIAN WAY	SANPAB	040	A	AC/AC	88	\$62,361	37,385
2023 - SLURRY SEAL Total					\$111,999				

Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
5TH AVENUE	NOB HILL AVE	SAN PABLO AVE	5THAVE	010	R	AC	86	\$60	416,417
CRESTVIEW DRIVE	SAN PABLO AVE	END OF LOOP	CRESTV	010	R	AC	87	\$233	407,908
MAJOR VISTA COURT	CRESTVIEW DR	CUL DE SAC	MAJORV	010	R	AC	87	\$56	407,940
NOB HILL AVENUE	MEADOW AVE	SUNNYVIEW DR	NOBHIL	010	R	AC	88	\$68	387,126
O CONNOR DRIVE	CITY LIMITS (HOUSE #401)	BANTRY RD	OCONNE	010	R	AC	87	\$53	407,758
2023 - SEAL CRACKS Total					\$470				

Treatment: MILL AND THICK OVERLAY

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
PINOLE VALLEY ROAD	PINOLE CREEK BRIDGE #6	BRIDGE WEST OF SAVAGE ST	PINOLV	020	A	AC	100	\$670,674	10,117
SAN PABLO AVENUE	OAK RIDGE RD	BRIDGE (HERCULES CL)	SANPAB	055	A	AC	100	\$832,755	10,108
2023 - MILL AND THICK OVERLAY Total					\$1,503,429				

Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
ALAMO STREET	100 FT. EAST OF HIGUERA AVE	PONDEROSA TR	ALAMO	020	R	AC	100	\$178,973	7,562
BELDIN STREET	APPIAN WAY	CUL-DE-SAC	BELDEN	010	R	AC	100	\$79,259	7,547
BETTY AVENUE	MEADOW AVE	EAST MEADOW AVE	BETTY	010	R	AC	100	\$50,306	7,516
CURRAN COURT	PONDEROSA TR	CUL DE SAC	CURRAN	010	R	AC	100	\$66,003	7,499
HANSEN PLACE	ROBLE AVE	CUL DE SAC	HANSEN	010	R	AC	100	\$31,601	7,519
LE FEBVRE WAY	SUMMIT DR	TEMP DEAD END	LEFEBV	010	R	AC	100	\$71,240	7,542
PINON AVENUE	SAN PABLO AVE	BELFAIR DR	PINONA	010	R	AC	100	\$283,374	7,545
ROBLE AVENUE	ENCINA AVE	PINON AVE	ROBLE	020	R	AC	100	\$62,727	7,525

Year: 2023 Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
SILVERADO DRIVE	SIMAS AVE	PRIVATE DRIVE	SILVAD	010	R	AC	100	\$298,247	7,562
STOKES AVENUE	DOIDGE AVE	MOORE CT	STOKES	010	R	AC	100	\$176,996	7,533

2023 - THICK AC OVERLAY(2.5 INCHES) Total \$176,996

Year 2023 Total \$176,996

Year: 2024 Treatment: RUBBER CAPE SEAL

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
PINOLE VALLEY ROAD	SIMAS AVE	GRANADA CT	PINOLV	045	A	AC/AC	78	\$360,635	7,263
PINOLE VALLEY ROAD	GRANADA CT	ESTATES AVE	PINOLV	050	A	AC/AC	78	\$467,760	7,263

2024 - RUBBER CAPE SEAL Total \$828,395

Treatment: SLURRY SEAL

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
ADOBE ROAD	PINOLE VALLEY RD	PAVEMENT CHANGE	ADOBE	005	R	AC	95	\$6,149	9,289
DIABLO CIRCLE	SIMAS AVE	SIMAS AVE	DIABLO	010	R	AC	95	\$16,311	9,271
RUFF AVENUE	FARIA AVE	PALOMA ST	RUFFAV	010	R	AC	95	\$16,794	9,269

2024 - SLURRY SEAL Total \$39,254

Treatment: MILL AND THICK OVERLAY

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
SAN PABLO AVENUE	APPIAN WAY	OAK RIDGE RD	SANPAB	050	A	AC	100	\$729,992	9,787

2024 - MILL AND THICK OVERLAY Total \$729,992

Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
2ND AVENUE	NOB HILL AVE	SAN PABLO AVE	2NDAVE	010	R	AC	100	\$81,064	7,377
ALICE WAY	HENRY AVE	HENRY AVE	ALICE	010	R	AC	100	\$356,999	7,172
DEL MONTE DRIVE	PINOLE SHORES DR	CITY LIMITS	DELMON	010	R	AC	100	\$111,554	7,289
DOIDGE AVENUE	WRIGHT AVE	MOORE CT	DOIDGE	010	R	AC	100	\$253,609	7,286
FARIA COURT	FARIA AVE	CUL DE SAC	FARICT	010	R	AC	100	\$33,652	7,229
HERMOSA COURT	ESTATES AVE	CUL DE SAC	HERMCT	010	R	AC	100	\$20,195	7,216
MENDOCINO DRIVE	TAMALPAIS DR	GOULARTE DR	MENDDR	020	R	AC	100	\$131,908	7,363
MICHAEL DRIVE	APPIAN WAY	CUL DE SAC	MICHAE	010	R	AC	100	\$107,958	7,214
OWENS COURT	SHEA DR	CUL DE SAC	OWENS	010	R	AC	100	\$84,872	7,269
POQUITO COURT	CUL DE SAC S. OF CANYON DR	CUL DE SAC N. OF CANYON DR	POQUIT	010	R	AC	100	\$45,630	7,343

Year: 2024 Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
PRIMROSE LANE	PINON AVE	LOPES CT	PRIMRO	010	R	AC	100	\$92,681	7,329
SANDRA COURT	REBECCA DR	CUL DE SAC	SANDRA	010	R	AC	100	\$39,721	7,223
TAMALPAIS DRIVE	SIMAS AVE	MENDOCINO DR	TAMALP	010	R	AC	100	\$435,585	7,166
2024 - THICK AC OVERLAY(2.5 INCHES) Total				\$475,306					

Year 2024 Total \$475,306

Year: 2025 Treatment: SLURRY SEAL

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
ESTATES AVENUE	SIMAS AVE	RAMONA ST	ESTATE	010	C	AC	94	\$43,001	19,302
2025 - SLURRY SEAL Total				\$43,001					

Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
ADOBE ROAD	PAVEMENT CHANGE	CUL-DE-SAC	ADOBE	015	R	AC	87	\$36	375,372
ALTAMIRANO CIRCLE	FRANCISCA CT	FRANCISCA CT	ALTAMI	010	R	AC	85	\$64	642,666
AMEND STREET	MANN DR	CUL DE SAC	AMEND	010	R	AC	87	\$114	375,372
ANTONIA COURT	ANTONIA CIRCLE	CUL DE SAC	ANTOCT	010	R	AC	84	\$40	610,707
BAY VIEW FARM ROAD	SUNNYVIEW DR	HOUSE #1059	BAYVIE	010	R	AC	84	\$54	409,624
BERNARDO COURT	OAK RIDGE RD	CUL DE SAC	BERNAR	010	R	AC	85	\$30	642,666
BLUE JAY CIRCLE	GALBRETH RD	END OF LOOP	BLUEJA	010	R	AC	88	\$94	671,000
BRENDA COURT	BELFAIR DR	CUL DE SAC	BRENDA	010	R	AC	87	\$22	375,465
BRETT COURT	PINON AVE	CUL DE SAC	BRETT	010	R	AC	87	\$44	385,037
CANYON DRIVE	APPIAN WAY	EL TORO WAY	CANYON	010	R	AC	86	\$162	668,643
CLARK COURT	FARIA AVE	CUL DE SAC	CLARK	010	R	AC	82	\$69	538,996
COLINA COURT	SAVAGE AVE	CUL DE SAC	COLINA	010	R	AC	84	\$19	621,870
COLLINS AVENUE	PINOLE VALLEY RD - WEST ENTRANCE	TOMAR CT	COLLIN	010A	R	AC	74	\$153	410,180
COLLINS AVENUE	TOMAR CT	PINOLE VALLEY RD - EAST ENTRANCE	COLLIN	010B	R	AC	74	\$187	410,180
DANNY COURT	BAYVIEW FARM RD	CUL DE SAC	DANNY	010	R	AC	83	\$68	577,162
DOWNER STREET	PINOLE VALLEY RD	HENRY AVE	DOWNER	010	R	AC	86	\$196	400,229
ENLOW COURT	PONDEROSA TR	CUL DE SAC	ENLOWC	010	R	AC	81	\$49	411,896
FLAMINGO COURT	GALBRETH RD	CUL DE SAC	FLAMIN	010	R	AC	86	\$29	391,419
FRANCISCA COURT	OAK RIDGE RD	CUL DE SAC	FRANCT	010	R	AC	83	\$128	413,633
FRASER COURT	FRANCIS DR	CUL DE SAC	FRASER	010	R	AC	83	\$77	414,142
GALBRETH ROAD	PINOLE VALLEY RD	BLUE JAY CIR	GALBRE	15A	R	AC	89	\$193	665,536
GALBRETH ROAD	BLUE JAY CIR	END OF CUL DE SAC	GALBRE	15B	R	AC	89	\$58	665,536

Year: 2025

Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
GLEN COURT	MARIONOLA WAY	CUL DE SAC	GLENCT	010	R	AC	86	\$45	391,419
HANLEY DRIVE	LIMERICK RD	MARLESTA RD	HANLDR	010	R	AC	83	\$89	587,083
HAZEL STREET	SUNNYVIEW DR	DEAD END	HAZEL	005	R	AC	84	\$42	409,512
HENRY AVENUE	LEWIS LN	OAK RIDGE DR	HENRY	020	R	AC	84	\$169	409,596
HENRY AVENUE	OAK RIDGE DR	PINOLE VALLEY RD	HENRY	030	R	AC	84	\$308	409,624
HENRY AVENUE	ALICE WAY	FRANCIS DR	HENRY	050	R	AC	83	\$159	413,633
HERMOSA STREET	LUCAS AVE	SIMAS AVE	HERMST	020	R	AC	86	\$147	654,484
HIGUERA AVENUE	RAMONA ST	ALAMO ST	HIGUER	010	R	AC	85	\$48	403,414
HUTCHINSON COURT	PINON AVE	CUL DE SAC	HUTCHI	010	R	AC	83	\$82	413,633
IGNACIO COURT	OAK RIDGE RD	CUL DE SAC	IGNACI	010	R	AC	84	\$19	409,596
JOHN STREET	SAN PABLO AVE	PRIVATE DRIVE	JOHNST	010	R	AC	85	\$68	403,414
LA CANADA COURT	SAVAGE AVE	CUL DE SAC	LACANA	010	R	AC	84	\$61	638,048
LA REINA STREET	HERMOSA ST	RAMONA ST	LAREIN	010	R	AC	84	\$81	409,624
LAUREL AVENUE	SAN PABLO AVE	PRIVATE DRIVE	LAUREL	010	R	AC/AC	81	\$92	499,751
LUCAS AVENUE	ESTATES AVE	RAMONA ST	LUCAS	010	R	AC	83	\$144	413,621
MARLESTA ROAD	HOUSE #600	KILDARE WAY	MARLES	020	C	AC	86	\$174	536,317
MCDONALD DRIVE	MARLESTA RD	CUL DE SAC	MCDONA	010	R	AC	84	\$295	610,707
MEADOW AVENUE	MARLESTA RD	NOB HILL AVE	MEADOW	010	R	AC	85	\$65	403,414
MONTCLAIR COURT	SANTA BARBARA DR	CUL DE SAC	MONTCL	010	R	AC	82	\$33	538,996
MORAGA DRIVE	SIMAS AVE	TAMALPAIS DR	MORAGA	020	R	AC	87	\$91	382,186
ORLEANS DRIVE	TENNENT AVE	NORTH DEAD END	ORLEAN	020	R	AC/AC	87	\$24	1,096,038
PARK STREET	QUINAN AVE	TENNENT AVE	PARKST	010	R	AC	76	\$60	448,850
PINOLE SHORES DRIVE	DEL MONTE DR	CUL DE SAC	PINOLE	030	R	AC	84	\$106	409,596
PONDEROSA TRAIL	FARIA AVE	HOLIDAY CT	PONDER	020A	R	AC	82	\$122	414,585
PONDEROSA TRAIL	HOLIDAY CT	DEAD END SOUTH OF ALAMO ST	PONDER	020B	R	AC	82	\$293	414,585
PRIMROSE LANE	LOPES CT	CUL DE SAC	PRIMRO	020	R	AC	87	\$73	385,037
RAFAELA STREET	PINOLE VALLEY RD	JOHN ST	RAFAEL	010	R	AC	84	\$64	621,870
RIDGECREST ROAD	HOUSE #1569	TESORO CT	RIDGEC	020	R	AC	85	\$292	579,183
ROGERS WAY	NOB HILL AVE	SAN PABLO AVE	ROGERS	010	R	AC	82	\$105	593,552
RUFF COURT	FARIA ST	CUL DE SAC	RUFFCT	010	R	AC	83	\$58	570,451
SANTA BARBARA DRIVE	RAMONA ST	SILVERADO DR	SANTAB	010	R	AC	82	\$155	582,667
SARAH COURT	SHEA DR	CUL DE SAC	SARACT	010	R	AC/AC	87	\$69	1,096,038
SILVERCREST COURT	VICTOR AVE	CUL DE SAC	SILVCT	010	R	AC	85	\$68	596,012
SILVERCREST STREET	VICTOR AVE	DEAD END	SILVST	010	R	AC	86	\$45	391,419
SONOMA WAY	MORAGA DR	MENDOCINO AVE	SONOMA	010	R	AC	85	\$129	405,878
SUMMIT COURT	SUMMIT DR	CUL DE SAC	SUMMCT	010	R	AC	85	\$14	403,422
SUMMIT DRIVE	CUL DE SAC (SOUTH)	BUENA VISTA DR	SUMMDR	010	R	AC	73	\$94	414,090
SUMMIT DRIVE	BUENA VISTA DR	CUL DE SAC (NORTH-EAST)	SUMMDR	020	R	AC	80	\$141	411,629

Year: 2025 Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
SUNNYVIEW DRIVE	MARELSTA RD	SAN PABLO AVE	SUNVDR	010	R	AC	85	\$149	403,414
SUNNYVIEW DRIVE	SAN PABLO AVE	BAY VIEW FARM RD	SUNVDR	020A	R	AC	87	\$75	672,847
SUNNYVIEW DRIVE	BAY VIEW FARM RD	DEAD END AT WOY CIRCLE	SUNVDR	020B	R	AC	87	\$149	672,847
VALLEY VIEW DRIVE	FERN AVE	BUENA VISTA DR	VALLDR	010	R	AC	82	\$27	414,587
VICTOR STREET	WRIGHT AVE	SILVERCREST ST	VICTOR	020	R	AC	83	\$191	556,775
WHIPPOORWILL COURT	GALBRETH RD	CUL DE SAC	WHIPOR	010	R	AC	85	\$85	579,183
WILDE COURT	KILDARE WAY	CUL DE SAC	WILDE	010	R	AC	84	\$31	409,624
WOODSIDE COURT	VICTOR AVE	CUL DE SAC	WOODSI	010	R	AC	86	\$67	632,663

2025 - SEAL CRACKS Total \$625

Treatment: MILL AND THICK OVERLAY

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
FITGERALD DRIVE	CALTRANS RIGHT OF WAY	JOVITA LN	FITZGE	010	C	AC/AC	100	\$488,440	6,765
MARLESTA ROAD	HANLEY DR	HOUSE #600	MARLES	010	C	AC	100	\$190,317	6,919
PINOLE VALLEY ROAD	I-80 OFF-RAMP	HENRY AVE	PINOLV	065	A	AC	100	\$555,324	9,509

2025 - MILL AND THICK OVERLAY Total \$1,234,081

Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
BAY VIEW FARM ROAD	HOUSE #1059	PINON AVE	BAYVIE	020	R	AC	100	\$280,700	6,968
DEAN COURT	PONDEROSA TR	CUL DE SAC	DEANCT	010	R	AC	100	\$74,546	6,961
DOOLIN COURT	KILLARNEY RD	CUL DE SAC	DOOLIN	010	R	AC	100	\$30,105	7,062
FARIA AVENUE	CLARK CT	PONDEROSA TR	FARIAV	020	R	AC	100	\$296,272	6,822
HOLLIDAY COURT	PONDEROSA TR	CUL DE SAC	HOLLID	010	R	AC	100	\$40,716	6,839
LEROY AVENUE	LE FABVRE WY	CUL DE SAC	LEROY	010	R	AC	100	\$62,264	7,011
LUCAS AVENUE	RAMONA ST	CUL DE SAC	LUCAS	020	R	AC	100	\$27,728	6,844
MONTE VISTA DRIVE	PINOLE VALLEY DR	ALHAMBRA WAY	MONTVI	010	R	AC	100	\$275,958	6,859
PINON AVENUE	BELFAIR DR	DEAD END	PINONA	020	R	AC	100	\$113,568	6,898
QUINAN AVENUE	SAN PABLO AVE	BUENA VISTA DR (SOUTH INT)	QUINAN	010	R	AC	100	\$104,837	6,887
ROBERT COURT	ALICE WAY	CUL DE SAC	ROBERT	010	R	AC	100	\$31,127	6,829

2025 - THICK AC OVERLAY(2.5 INCHES) Total \$1,337,821

Year 2025 Total \$2,572,527

Year: 2026 Treatment: RUBBER CAPE SEAL

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
CARLOTTA CIRCLE	GATELY DRIVE	GATELY DRIVE	CAROLO	431	R	AC	76	\$150,540	3,972

** - Treatment from Project Selection

2026 - RUBBER CAPE SEAL Total					\$150,540				
Treatment: SLURRY SEAL									
Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
BARRETT COURT	PONDEROSA TR	CUL DE SAC	BARRET	010	R	AC	79	\$2,936	19,584
PONDEROSA TRAIL	FARIA AVE	FARIA AVE	PONDER	010	R	AC	81	\$36,665	19,557
2026 - SLURRY SEAL Total					\$39,601				
Treatment: SEAL CRACKS									
Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
4TH AVENUE	MARLESTA AVE	NOB HILL AVE	4THAVE	010	R	AC/AC	89	\$3	7,150,767
ALFRED DRIVE	BELFAIR DR	HAZEL ST	ALFRED	010	R	AC	86	\$46	387,522
ALVAREZ AVENUE	SAN PABLO AVE	GATE	ALVARE	010	R	AC	88	\$23	969,239
ANTONIA CIRCLE	OAK RIDGE RD	OAK RIDGE RD	ANTONI	010	R	AC	80	\$146	394,366
APPALOOSA COURT	GOULARTE DR	CUL DE SAC	APPACT	010	R	AC	88	\$14	969,239
APPALOOSA TRAIL	BUCKSKIN RD	GOULARTE DR	APPATR	020	R	AC	88	\$42	969,239
APPIAN WAY	MICHAEL DR	I-80 EAST ON RAMP	APPIAN	020	A	AC/AC	85	\$330	1,681,173
APPIAN WAY	I-80 EAST ON RAMP	I-80 WEST ON RAMP	APPIAN	030	A	AC/AC	85	\$129	1,681,173
APPIAN WAY	I-80 WEST ON RAMP	MANN DR	APPIAN	040	A	AC/AC	86	\$291	1,966,440
APPIAN WAY	MANN DR	SAN PABLO AVE	APPIAN	050	A	AC/AC	86	\$600	1,966,440
BELMONT WAY	MARLESTA RD	CUL-DE-SAC	BELMON	010	R	AC/AC	85	\$96	769,859
BOX CANYON ROAD	BUCKSKIN RD	DEAD END	BOXCAN	010	R	AC	88	\$11	969,239
BOYLE COURT	KILKENNY WAY	CUL DE SAC	BOYLE	010	R	AC	88	\$9	969,239
BUENA VISTA DRIVE	HOUSE #440	END OF LOOP	BUENAV	020	R	AC/AC	89	\$3	16,694,218
CORTE CRUZ COURT	HOKE DR	CUL DE SAC	CORTE	010	R	AC/AC	89	\$3	16,694,218
COSTA COURT	HOKE DR	CUL DE SAC	COSTA	010	R	AC	88	\$15	969,239
CURRY COURT	CARLOTTA CIRCLE	CUL-DE-SAC	CURRYC	432	R	AC	81	\$22	734,822
DUTRA COURT	HAZEL ST	CUL DE SAC	DUTRA	010	R	AC	79	\$38	393,434
EBSEN COURT	SARAH DR	CUL DE SAC	EBSEN	010	R	AC/AC	85	\$29	769,168
EL TORO WAY	CANYON DR	CUL DE SAC	ELTORO	010	R	AC	80	\$142	522,159
FERN AVENUE	SAN PABLO AVE	VALLEYVIEW ST	FERNAV	010	R	AC/AC	89	\$2	16,694,218
FITGERALD DRIVE	JOVITA LN	APPIAN WAY	FITZGE	020	C	AC/AC	87	\$535	1,658,483
GATLEY DRIVE	PINOLE SHORES DRIVE	CARLOTTA CIR	GATLEY	010	R	AC	83	\$16	402,260
GERZ COURT	ESTATES AVE	CUL DE SAC	GERZCT	010	R	AC	84	\$34	400,494
GOULARTE DRIVE	MENDOCINO CT	APPALOOSA TR	GOULAR	010	R	AC	88	\$53	969,239
HEMLEB COURT	BAYVIEW FARM RD	CUL DE SAC	HEMLEB	010	R	AC	85	\$63	391,470
HOYTT COURT	PINOLE VALLEY RD	CUL DE SAC	HOYTT	010	R	AC	88	\$5	969,239
JONES AVENUE	SAN PABLO AVE	GATE	JONES	010	R	AC	88	\$16	969,239
KELLEY COURT	MANN DR	CUL DE SAC	KELLEY	010	R	AC	80	\$36	558,095
LASSEN WAY	SIMAS AVE	DEAD END	LASSEN	010	R	AC	88	\$30	969,239

Year: 2026 Treatment: SEAL CRACKS

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
MADRONE AVENUE	SAN PABLO AVE	PRIVATE DRIVE	MADRON	010	R	AC	81	\$13	558,713
MEADOW AVENUE	NOB HILL AVE	SAN PABLO AVE	MEADOW	020	R	AC	86	\$87	387,654
MEEHAN COURT	CARLOTTA CIRCLE	CUL-DE-SAC	MEENA	433	R	AC	82	\$27	582,431
MENDOCINO DRIVE	SIMAS AVE	TAMALPAIS DR	MENDDR	010	R	AC	85	\$109	394,073
OAK RIDGE ROAD	HENRY AVE	IGNACIO CT	OAKRID	010	C	AC	77	\$99	403,928
OAK RIDGE ROAD	IGNACIO CT	SAN PABLO AVE	OAKRID	020	C	AC	82	\$213	468,576
PINOLE SHORES DRIVE	SAN PABLO AVE	100 SOUTH OF OVERPASS	PINOLE	010	R	AC	88	\$40	969,239
PINOLE SHORES DRIVE	100 SOUTH OF OVERPASS	DEL MONTE DR	PINOLE	020	R	AC	88	\$45	969,239
PINOLE VALLEY ROAD	CITY LIMITS EAST OF MARLIN CT	PINOLE CREEK BRIDGE #6	PINOLV	010	A	AC	86	\$195	1,001,607
PINOLE VALLEY ROAD	BRIDGE WEST OF SAVAGE ST	COLLINS AVE (NORTH INT)	PINOLV	030	A	AC	86	\$262	1,001,607
PINOLE VALLEY ROAD	ESTATES AVE	I-80 OFF-RAMP	PINOLV	055	A	AC	86	\$137	1,001,607
PINOLE VALLEY ROAD	HENRY AVE	TENNENT AVE	PINOLV	070	A	AC	86	\$86	1,001,607
PINOLE VALLEY ROAD	TENNENT AVE	SAN PABLO AVE	PINOLV	080	A	AC	86	\$143	1,001,607
POULOS COURT	GOULARTE DR	CUL DE SAC	POULOS	010	R	AC	88	\$12	969,239
RAMONA STREET	PINOLE VALLEY RD	LUCAS AVE	RAMONA	010	R	AC	88	\$102	969,239
REBECCA DRIVE	SARAH DR	MICHAEL DR	REBECC	010	R	AC	88	\$38	969,239
ROBLE AVENUE	SAN PABLO AVE	ENCINA AVE	ROBLE	010	R	AC/AC	89	\$3	7,275,110
SAN PABLO AVENUE	BELMONT WAY	PINOLE SHORES DR	SANPAB	020	A	AC	86	\$284	1,001,607
SARITA COURT	PINOLE VALLEY RD	CUL DE SAC	SARITA	371	R	AC	88	\$4	969,239
SEVILLE COURT	MONTE VERDE DRIVE	CUL DE SAC	SEVILL	010	R	AC	88	\$21	969,239
SIMAS AVENUE	PINOLE VALLEY RD	DIABLO CT	SIMAS	010	C	AC/AC	87	\$122	2,108,690
SIMAS AVENUE	DIABLO CT	APPALOOSA TR	SIMAS	015	C	AC/AC	87	\$241	1,711,274
SIMAS AVENUE	APPALOOSA TR	PINOLE VALLEY RD	SIMAS	020	C	AC/AC	86	\$207	1,497,680
SUNNYVIEW COURT	MARLESTA DR	CUL DE SAC	SUNVCT	010	R	AC/AC	89	\$3	7,150,767
TESORO COURT	RIDGECREST RD	CUL DE SAC	TESORO	010	R	AC	87	\$53	376,941
TOMAR COURT	COLLINS AVE	CUL DE SAC	TOMAR	010	R	AC	88	\$4	969,239
VON DOLLEN COURT	GOULARTE DR/POULOS CT	CUL DE SAC	VONDOL	010	R	AC	88	\$20	969,239
ZOE COURT	ORLEANS DR	CUL DE SAC	ZOECT	010	R	AC	88	\$9	969,239

2026 - SEAL CRACKS Total \$2,566

Treatment: MILL AND THICK OVERLAY

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
MARLESTA ROAD	KILDARE WAY	MCDONALD DR	MARLES	030	C	AC	100	\$420,941	6,724

2026 - MILL AND THICK OVERLAY Total \$420,941

Year: 2026 Treatment: RECONSTRUCT STRUCTURE (AC)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
PINOLE VALLEY ROAD	COLLINS AVE (NORTH INT)	SIMAS AVE	PINOLV	035	A	AC/AC	100	\$602,335	3,928
SAN PABLO AVENUE	CITY LIMITS AT CHURCH	PAVEMENT TRANSITION AT DURSEY SANPAB DR		005	A	AC	100	\$488,209	3,928
SAN PABLO AVENUE	PAVEMENT TRANSITION AT DURSEY BELMONT WAY DR		SANPAB	010	A	AC	100	\$491,537	3,928

2026 - RECONSTRUCT STRUCTURE (AC) Total \$1,582,081

Treatment: THICK AC OVERLAY(2.5 INCHES)

Street Name	Begin Location	End Location	Street ID	Section ID	FC	Surface	PCI	Cost	Rating
ALHAMBRA WAY	MORAGA DR	CUL DE SAC	ALHAMB	010	R	AC	100	\$317,664	6,758
ANNE COURT	HENRY AVE	CUL DE SAC	ANNECT	010	R	AC	100	\$30,355	6,676
CHARLES ST	VALLEY RD	SAN PABLO AVE	CHARLE	010	R	AC	100	\$99,169	6,673
DORA COURT	FRANCIS DR	CUL DE SAC	DORACT	010	R	AC	100	\$70,829	6,674
ENCINA AVENUE	ROBLE AVE	DEAD END	ENCINA	010	R	AC	100	\$60,823	6,673
HAZEL STREET	DEAD END	PINON AVE	HAZEL	015	R	AC	100	\$161,669	6,641
HENRY AVENUE	RIDGECREST RD	LEWIS LN	HENRY	010	R	AC	100	\$56,884	6,708
MORAGA DRIVE	SAVAGE AVE	SIMAS AVE	MORAGA	010	R	AC	100	\$185,980	6,618
VALLEY AVENUE	SAN PABLO AVE	CHARLES AVE	VALLAV	010	R	AC	100	\$26,000	6,730

2026 - THICK AC OVERLAY(2.5 INCHES) Total \$1,009,373

Year 2026 Total \$1,989,119

Grand Total \$17,350,084

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year	Budget	PM	Year	Budget	PM	Year	Budget	PM
2022	\$11,016,647	1.48%	2024	\$11,016,647	1.48%	2026	\$11,016,647	1.48%
2023	\$11,016,647	1.48%	2025	\$11,016,647	1.48%			

Year: 2022

											Treatment			Cost	Rating	Treatment
Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	PCI Before	PCI After			
3RD AVENUE	NOB HILL AVE	SAN PABLO AVE	3RDAVE	010	585	27	15,795	R	AC		60	61	71	\$45,630	3,926	RUBBER CAPE SEAL
4TH AVENUE	NOB HILL AVE	SAN PABLO AVE	4THAVE	020	611	26	15,886	R	AC		62	63	73	\$45,893	3,979	RUBBER CAPE SEAL
ARROYO AVENUE	MADERA ST	VICTOR ST	ARROYO	010	566	32	18,112	R	AC		62	63	73	\$52,324	3,585	RUBBER CAPE SEAL
BANTRY ROAD	O`CONNOR RD	HANLEY DR	BANTRY	010	724	33	23,892	R	AC		61	62	72	\$69,022	3,679	RUBBER CAPE SEAL
BELFAIR DRIVE	BAYVIEW FARM RD	PINON AVE	BELFAI	010	1,413	31	43,803	R	AC		67	68	77	\$126,542	4,306	RUBBER CAPE SEAL
COLUSA STREET	ESTATES AVE	LA REINA ST	COLUSA	010	2,486	36	89,496	R	AC		66	67	76	\$258,544	3,978	RUBBER CAPE SEAL
EAST MEADOW AVENUE	MEADOW AVE	MEADOW AVE	EMEADO	010	1,211	24	29,064	R	AC		64	65	74	\$83,963	4,050	RUBBER CAPE SEAL
EMMA DRIVE	ALICE WAY	HENRY AVE	EMMADR	010	1,737	31	53,847	R	AC		61	62	72	\$155,558	3,678	RUBBER CAPE SEAL
HANLEY COURT	MARLESTA RD	CUL DE SAC	HANLCT	010	276	30	8,280	R	AC		63	64	74	\$23,920	3,809	RUBBER CAPE SEAL
HENRY AVENUE	PINOLE VALLEY RD	ALICE WAY	HENRY	040	1,606	37	59,422	R	AC		66	67	76	\$171,664	3,978	RUBBER CAPE SEAL
HENRY AVENUE	FRANCIS DR	DEAD END	HENRY	060	1,437	31	44,547	R	AC		69	70	79	\$128,692	3,386	RUBBER CAPE SEAL
HERMOSA STREET	ESTATES AVE	LUCAS ST	HERMST	010	940	32	30,080	R	AC		65	66	75	\$86,898	3,900	RUBBER CAPE SEAL
JOHANNA COURT	PINOLE VALLEY RD	CUL DE SAC	JOHANN	010	242	27	6,534	R	AC		62	63	73	\$18,876	3,530	RUBBER CAPE SEAL
KENMAR COURT	MARLESTA RD	CUL DE SAC	KENMAR	010	254	30	7,620	R	AC		66	67	76	\$22,014	4,081	RUBBER CAPE SEAL
KYER STREET	HERMOSA ST	ESTATES AVE	KYERST	010	491	32	15,712	R	AC		64	65	74	\$45,391	3,879	RUBBER CAPE SEAL
LIMERICK ROAD	TARA HILLS DR	O`CONNER DR	LIMERI	010	1,313	34	44,642	R	AC		68	69	78	\$128,966	4,151	RUBBER CAPE SEAL
MANN DRIVE	PAVEMENT CHANGE	MCDONALD DR	MANNDR	015	1,091	37	40,367	R	AC		67	68	77	\$116,616	3,367	RUBBER CAPE SEAL
MARLESTA ROAD	MCDONALD DR	APPIAN WAY	MARLES	040	1,536	36	55,296	C	AC		68	69	78	\$159,744	3,519	RUBBER CAPE SEAL
MONTE VERDE DRIVE	PINOLE VALLEY RD	ALHAMBRA WAY	MONTEV	010	1,126	36	40,536	R	AC		62	63	73	\$117,104	3,694	RUBBER CAPE SEAL
NOB HILL AVENUE	SUNNYVIEW DR	HOUSE #1100	NOBHIL	020	502	32	16,064	R	AC		62	63	73	\$46,408	3,695	RUBBER CAPE SEAL
NORTH RANCHO PLACE	CITY LIMITS (OFF N RANCHO RD)	CUL DE SAC	NRANCH	010	376	36	13,536	R	AC		64	65	75	\$39,104	4,090	RUBBER CAPE SEAL
PALOMA STREET	ESTATES AVE	DEAD END	PALOMA	010	802	38	30,476	R	AC		62	63	73	\$88,042	4,038	RUBBER CAPE SEAL
PATRICK DRIVE	DEAD END SOUTH OF NOB HILL AVE	SUNNYVIEW DR	PATRIC	010	1,030	25	25,750	R	AC		66	67	76	\$74,389	4,029	RUBBER CAPE SEAL
RISING GLEN ROAD	MARLESTA RD	CUL DE SAC	RISING	010	897	32	28,704	R	AC		69	70	79	\$82,923	4,240	RUBBER CAPE SEAL
SAVAGE AVENUE	SIMAS AVE	PINOLE VALLEY RD	SAVAGE	015	2,425	38	92,150	R	AC		67	68	77	\$266,212	4,303	RUBBER CAPE SEAL
											Treatment Total		\$2,454,439			
4TH AVENUE	MARLESTA AVE	NOB HILL AVE	4THAVE	010	263	26	6,838	R	AC/AC		84	85	91	\$3,040	27,948	SLURRY SEAL

Scenarios - Sections Selected for Treatment

Interest: 4.70%

Inflation: 3.00%

Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2022

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
APPIAN WAY	I-80 EAST ON RAMP	I-80 WEST ON RAMP	APPIAN	030	482	74	35,668	A	AC/AC		79	80	87	\$15,853	55,961	SLURRY SEAL
APPIAN WAY	I-80 WEST ON RAMP	MANN DR	APPIAN	040	1,276	76	96,976	A	AC/AC		80	81	88	\$43,101	57,396	SLURRY SEAL
APPIAN WAY	MANN DR	SAN PABLO AVE	APPIAN	050	3,276	61	199,836	A	AC/AC		80	81	88	\$88,816	57,396	SLURRY SEAL
CURRY COURT	CARLOTTA CIRCLE	CUL-DE-SAC	CURRYC	432	101	37	3,737	R	AC		73	74	82	\$1,661	32,350	SLURRY SEAL
GATLEY DRIVE	PINOLE SHORES DRIVE	CARLOTTA CIR	GATLEY	010	119	25	2,975	R	AC		79	80	87	\$1,323	20,235	SLURRY SEAL
KELLEY COURT	MANN DR	CUL DE SAC	KELLEY	010	234	26	6,084	R	AC		73	74	82	\$2,704	29,745	SLURRY SEAL
MADRONE AVENUE	SAN PABLO AVE	PRIVATE DRIVE	MADRON	010	141	16	2,256	R	AC		74	75	83	\$1,003	29,441	SLURRY SEAL
ROBLE AVENUE	SAN PABLO AVE	ENCINA AVE	ROBLE	010	251	28	7,028	R	AC/AC		84	85	91	\$3,124	27,950	SLURRY SEAL
SUNNYVIEW COURT	MARLESTA DR	CUL DE SAC	SUNVCT	010	261	25	6,525	R	AC/AC		84	85	91	\$2,900	27,948	SLURRY SEAL
											Treatment Total		\$163,525			
BARRETT COURT	PONDEROSA TR	CUL DE SAC	BARRET	010	163	36	5,868	R	AC		74	75	77	\$37	427,230	SEAL CRACKS
PONDEROSA TRAIL	FARIA AVE	FARIA AVE	PONDER	010	2,036	36	73,296	R	AC		76	77	79	\$418	442,016	SEAL CRACKS
SAN PABLO AVENUE	PINOLE SHORES DR	SUNNYVIEW DR	SANPAB	030	1,506	72	108,432	A	AC/AC		77	78	80	\$594	1,188,648	SEAL CRACKS
SAN PABLO AVENUE	SUNNYVIEW DR	APPIAN WAY	SANPAB	040	1,892	72	136,224	A	AC/AC		78	79	80	\$703	1,254,700	SEAL CRACKS
											Treatment Total		\$1,752			
PINOLE VALLEY ROAD	CITY LIMITS EAST OF MARLIN CT	PINOLE CREEK BRIDGE #6	PINOLV	010	1,897	38	72,086	A	AC		46	47	100	\$440,526	10,522	MILL AND THICK OVERLAY
PINOLE VALLEY ROAD	BRIDGE WEST OF SAVAGE ST	COLLINS AVE (NORTH INT)	PINOLV	030	2,484	39	96,876	A	AC		44	45	100	\$592,020	10,665	MILL AND THICK OVERLAY
PINOLE VALLEY ROAD	ESTATES AVE	I-80 OFF-RAMP	PINOLV	055	840	60	50,400	A	AC		48	49	100	\$308,000	10,349	MILL AND THICK OVERLAY
PINOLE VALLEY ROAD	HENRY AVE	TENNENT AVE	PINOLV	070	751	42	31,542	A	AC		45	46	100	\$192,757	10,599	MILL AND THICK OVERLAY
PINOLE VALLEY ROAD	TENNENT AVE	SAN PABLO AVE	PINOLV	080	1,650	32	52,800	A	AC		39	40	100	\$322,667	10,941	MILL AND THICK OVERLAY
SAN PABLO AVENUE	BELMONT WAY	PINOLE SHORES DR	SANPAB	020	1,813	58	105,154	A	AC		47	48	100	\$642,608	10,475	MILL AND THICK OVERLAY
											Treatment Total		\$2,498,578			
DEL AROSA COURT	STOKES AVE	CUL DE SAC	DELARO	010	126	27	3,402	R	AC		17	18	100	\$40,541	3,292	RECONSTRUCT STRUCTURE (AC)
MARIA COURT	PINOLE VALLEY RD	CUL DE SAC	MARIAC	010	127	27	3,429	R	AC		20	21	100	\$40,863	3,292	RECONSTRUCT STRUCTURE (AC)
SAN PABLO AVENUE	CITY LIMITS AT CHURCH	PAVEMENT TRANSITION AT DURSEY DR	SANPAB	005	440	70	30,800	A	AC		22	23	100	\$433,767	4,421	RECONSTRUCT STRUCTURE (AC)
TENNENT AVENUE	SAN PABLO AVE	LA SALLE DR	TENNAV	020	1,368	36	49,248	A	AC		23	24	100	\$693,576	4,421	RECONSTRUCT STRUCTURE (AC)

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2022

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
TENNENT AVENUE	LA SALLE DR	BRIDGE	TENNAV	030	1,576	36	56,736	A	AC		20	21	100	\$799,032	4,421	RECONSTRUCT STRUCTURE (AC)
											Treatment Total		\$2,007,779			
2ND AVENUE	NOB HILL AVE	SAN PABLO AVE	2NDAVE	010	566	27	15,282	R	AC		47	47	100	\$76,410	7,600	THICK AC OVERLAY(2.5 INCHES)
ALAMO STREET	100 FT. EAST OF HIGUERA AVE	PONDEROSA TR	ALAMO	020	1,086	32	34,752	R	AC		46	46	100	\$173,760	7,676	THICK AC OVERLAY(2.5 INCHES)
ALVAREZ AVENUE	SAN PABLO AVE	GATE	ALVARE	010	672	29	19,488	R	AC		46	46	100	\$97,440	7,689	THICK AC OVERLAY(2.5 INCHES)
APPALOOSA COURT	GOULARTE DR	CUL DE SAC	APPACT	010	388	30	11,640	R	AC		42	42	100	\$58,200	7,875	THICK AC OVERLAY(2.5 INCHES)
APPALOOSA TRAIL	BUCKSKIN RD	GOULARTE DR	APPATR	020	802	45	36,090	R	AC		40	40	100	\$180,450	7,938	THICK AC OVERLAY(2.5 INCHES)
BELDIN STREET	APPIAN WAY	CUL-DE-SAC	BELDEN	010	405	38	15,390	R	AC		47	47	100	\$76,950	7,655	THICK AC OVERLAY(2.5 INCHES)
BETTY AVENUE	MEADOW AVE	EAST MEADOW AVE	BETTY	010	407	24	9,768	R	AC		47	47	100	\$48,840	7,622	THICK AC OVERLAY(2.5 INCHES)
BOX CANYON ROAD	BUCKSKIN RD	DEAD END	BOXCAN	010	295	31	9,145	R	AC		45	45	100	\$45,725	7,735	THICK AC OVERLAY(2.5 INCHES)
BOYLE COURT	KILKENNY WAY	CUL DE SAC	BOYLE	010	203	36	7,308	R	AC		43	43	100	\$36,540	7,822	THICK AC OVERLAY(2.5 INCHES)
COSTA COURT	HOKE DR	CUL DE SAC	COSTA	010	421	31	13,051	R	AC		44	44	100	\$65,255	7,794	THICK AC OVERLAY(2.5 INCHES)
CURRAN COURT	PONDEROSA TR	CUL DE SAC	CURRAN	010	356	36	12,816	R	AC		47	47	100	\$64,080	7,605	THICK AC OVERLAY(2.5 INCHES)
DEL MONTE DRIVE	PINOLE SHORES DR	CITY LIMITS	DELMON	010	701	30	21,030	R	AC		49	49	100	\$105,150	7,483	THICK AC OVERLAY(2.5 INCHES)
GOULARTE DRIVE	MENDOCINO CT	APPALOOSA TR	GOULAR	010	1,212	38	46,056	R	AC		42	42	100	\$230,280	7,865	THICK AC OVERLAY(2.5 INCHES)
HANSEN PLACE	ROBLE AVE	CUL DE SAC	HANSEN	010	236	26	6,136	R	AC		47	47	100	\$30,680	7,626	THICK AC OVERLAY(2.5 INCHES)
HOYTT COURT	PINOLE VALLEY RD	CUL DE SAC	HOYTT	010	138	31	4,278	R	AC		39	40	100	\$21,390	7,954	THICK AC OVERLAY(2.5 INCHES)
JONES AVENUE	SAN PABLO AVE	GATE	JONES	010	700	19	13,300	R	AC		41	41	100	\$66,500	7,899	THICK AC OVERLAY(2.5 INCHES)
LASSEN WAY	SIMAS AVE	DEAD END	LASSEN	010	704	36	25,344	R	AC		39	40	100	\$126,720	7,950	THICK AC OVERLAY(2.5 INCHES)
LE FEBVRE WAY	SUMMIT DR	TEMP DEAD END	LEFEBV	010	477	29	13,833	R	AC		46	46	100	\$69,165	7,655	THICK AC OVERLAY(2.5 INCHES)
MENDOCINO DRIVE	TAMALPAIS DR	GOULARTE DR	MENDDR	020	921	27	24,867	R	AC		48	48	100	\$124,335	7,575	THICK AC OVERLAY(2.5 INCHES)
PINOLE SHORES DRIVE	SAN PABLO AVE	100 SOUTH OF OVERPASS	PINOLE	010	531	65	34,515	R	AC		41	41	100	\$172,575	7,898	THICK AC OVERLAY(2.5 INCHES)
PINOLE SHORES DRIVE	100 SOUTH OF OVERPASS	DEL MONTE DR	PINOLE	020	917	42	38,514	R	AC		45	45	100	\$192,570	7,713	THICK AC OVERLAY(2.5 INCHES)

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2022

											Treatment					
Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	PCI Before	PCI After	Cost	Rating	Treatment
PINON AVENUE	SAN PABLO AVE	BELFAIR DR	PINONA	010	1,448	38	55,024	R	AC		46	46	100	\$275,120	7,657	THICK AC OVERLAY(2.5 INCHES)
POQUITO COURT	CUL DE SAC S. OF CANYON DR	CUL DE SAC N. OF CANYON DR	POQUIT	010	253	34	8,602	R	AC		48	48	100	\$43,010	7,553	THICK AC OVERLAY(2.5 INCHES)
POULOS COURT	GOULARTE DR	CUL DE SAC	POULOS	010	322	30	9,660	R	AC		40	40	100	\$48,300	7,940	THICK AC OVERLAY(2.5 INCHES)
PRIMROSE LANE	PINON AVE	LOPES CT	PRIMRO	010	546	32	17,472	R	AC		48	48	100	\$87,360	7,536	THICK AC OVERLAY(2.5 INCHES)
RAMONA STREET	PINOLE VALLEY RD	LUCAS AVE	RAMONA	010	2,321	38	88,198	R	AC		42	42	100	\$440,990	7,859	THICK AC OVERLAY(2.5 INCHES)
REBECCA DRIVE	SARAH DR	MICHAEL DR	REBECC	010	1,027	32	32,864	R	AC		39	40	100	\$164,320	7,951	THICK AC OVERLAY(2.5 INCHES)
ROBLE AVENUE	ENCINA AVE	PINON AVE	ROBLE	020	420	29	12,180	R	AC		47	47	100	\$60,900	7,632	THICK AC OVERLAY(2.5 INCHES)
SARITA COURT	PINOLE VALLEY RD	CUL DE SAC	SARITA	371	106	27	2,862	R	AC		40	40	100	\$14,310	7,943	THICK AC OVERLAY(2.5 INCHES)
SEVILLE COURT	MONTE VERDE DRIVE	CUL DE SAC	SEVILL	010	569	32	18,208	R	AC		46	46	100	\$91,040	7,691	THICK AC OVERLAY(2.5 INCHES)
SILVERADO DRIVE	SIMAS AVE	PRIVATE DRIVE	SILVAD	010	1,524	38	57,912	R	AC		46	46	100	\$289,560	7,676	THICK AC OVERLAY(2.5 INCHES)
STOKES AVENUE	DOIDGE AVE	MOORE CT	STOKES	010	1,074	32	34,368	R	AC		47	47	100	\$171,840	7,640	THICK AC OVERLAY(2.5 INCHES)
TOMAR COURT	COLLINS AVE	CUL DE SAC	TOMAR	010	107	32	3,424	R	AC		45	45	100	\$17,120	7,733	THICK AC OVERLAY(2.5 INCHES)
VON DOLLEN COURT	GOULARTE DR/POULOS CT	CUL DE SAC	VONDOL	010	580	30	17,400	R	AC		44	44	100	\$87,000	7,785	THICK AC OVERLAY(2.5 INCHES)
ZOE COURT	ORLEANS DR	CUL DE SAC	ZOECT	010	271	27	7,317	R	AC		44	44	100	\$36,585	7,766	THICK AC OVERLAY(2.5 INCHES)
											Treatment Total		\$3,890,470			
Year 2022 Area Total								2,871,921		Year 2022 Total		\$11,016,543				

Year: 2023

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
3RD AVENUE	NOB HILL AVE	SAN PABLO AVE	3RDAVE	010	585	27	15,795	R	AC		60	70	79	\$46,999	4,324	RUBBER CAPE SEAL
CHRISTIAN COURT	PONDEROSA TR	CUL DE SAC	CHRIST	010	272	36	9,792	R	AC		71	70	79	\$29,137	3,292	RUBBER CAPE SEAL
HILL VIEW LANE	FARIA AVE	PONDEROSA TR	HILLVI	010	1,079	36	38,844	R	AC		70	69	78	\$115,583	3,281	RUBBER CAPE SEAL
MAIDEN LANE	SAN PABLO DRIVE (DOES NOT INCLUDE PCC)	TO ROAD NARROWS	MAIDEN	434	52	21	1,092	R	AC		70	69	79	\$3,250	4,464	RUBBER CAPE SEAL
											Treatment Total		\$194,969			

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2023

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
APPIAN WAY	MICHAEL DR	I-80 EAST ON RAMP	APPIAN	020	1,237	74	91,538	A	AC/AC		79	78	86	\$41,905	54,499	SLURRY SEAL
BELMONT WAY	MARLESTA RD	CUL-DE-SAC	BELMON	010	734	36	26,198	R	AC/AC		79	79	86	\$11,993	25,943	SLURRY SEAL
EL TORO WAY	CANYON DR	CUL DE SAC	ELTORO	010	739	32	23,648	R	AC		73	72	81	\$10,826	27,142	SLURRY SEAL
FITZGERALD DRIVE	JOVITA LN	APPIAN WAY	FITZGE	020	3,198	70	223,860	C	AC/AC		81	81	88	\$102,479	40,149	SLURRY SEAL
MEEHAN COURT	CARLOTTA CIRCLE	CUL-DE-SAC	MEENA	433	129	38	4,902	R	AC		77	76	84	\$2,245	23,042	SLURRY SEAL
											Treatment Total		\$169,448			
5TH AVENUE	NOB HILL AVE	SAN PABLO AVE	5THAVE	010	656	26	17,056	R	AC		86	85	86	\$60	416,417	SEAL CRACKS
CRESTVIEW DRIVE	SAN PABLO AVE	END OF LOOP	CRESTV	010	2,339	31	72,509	R	AC		87	86	87	\$233	407,908	SEAL CRACKS
MAJOR VISTA COURT	CRESTVIEW DR	CUL DE SAC	MAJORV	010	555	31	17,205	R	AC		87	86	87	\$56	407,940	SEAL CRACKS
NOB HILL AVENUE	MEADOW AVE	SUNNYVIEW DR	NOBHIL	010	949	24	22,776	R	AC		88	87	88	\$68	387,122	SEAL CRACKS
O CONNOR DRIVE	CITY LIMITS (HOUSE #401)	BANTRY RD	OCONNE	010	479	34	16,286	R	AC		87	86	87	\$53	407,754	SEAL CRACKS
											Treatment Total		\$470			
PINOLE VALLEY ROAD	PINOLE CREEK BRIDGE #6	BRIDGE WEST OF SAVAGE ST	PINOLV	020	2,131	50	106,550	A	AC		50	49	100	\$670,674	10,117	MILL AND THICK OVERLAY
SAN PABLO AVENUE	OAK RIDGE RD	BRIDGE (HERCULES CL)	SANPAB	055	2,205	60	132,300	A	AC		50	49	100	\$832,755	10,108	MILL AND THICK OVERLAY
											Treatment Total		\$1,503,429			
ALAMO STREET	ESTATES AVE	100 FT. EAST OF HIGUERA AVE	ALAMO	010	968	32	30,976	R	AC		21	19	100	\$380,205	3,196	RECONSTRUCT STRUCTURE (AC)
MARLESTA ROAD	APPIAN WAY	CUL DE SAC	MARLES	050	808	36	29,088	C	AC		0	0	100	\$421,946	3,387	RECONSTRUCT STRUCTURE (AC)
NEVA COURT	PINOLE VALLEY RD	CUL DE SAC	NEVACT	010	111	27	2,997	R	AC		26	24	100	\$36,786	3,196	RECONSTRUCT STRUCTURE (AC)
SARAH DRIVE	LYNN DR	HOUSE #1980	SARADR	020	2,269	38	86,222	C	AC		15	11	100	\$1,250,722	3,387	RECONSTRUCT STRUCTURE (AC)
SARAH DRIVE	HOUSE #1980	SHEA DR	SARADR	030A	1,009	24	24,216	C	AC		19	15	100	\$351,274	3,387	RECONSTRUCT STRUCTURE (AC)
SHEA DRIVE	PINOLE VALLEY RD	SARAH DR	SHEADR	010	2,579	35	90,265	C	AC		22	18	100	\$1,309,370	3,387	RECONSTRUCT STRUCTURE (AC)
TARA HILLS DRIVE	CITY LIMITS(HOUSE #885)	APPIAN WAY	TARAHI	010	3,214	62	199,268	C	AC		26	22	100	\$2,890,549	3,387	RECONSTRUCT STRUCTURE (AC)
WRIGHT AVENUE	PINOLE VALLEY RD	VICTOR ST	WRIGHT	010	2,200	38	83,600	C	AC		22	18	100	\$1,212,688	3,387	RECONSTRUCT STRUCTURE (AC)
											Treatment Total		\$7,853,540			
ALICE WAY	HENRY AVE	HENRY AVE	ALICE	010	2,171	31	67,301	R	AC		51	49	100	\$346,601	7,260	THICK AC OVERLAY(2.5 INCHES)

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2023

											Treatment			Cost	Rating	Treatment
Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	PCI Before	PCI After			
DOIDGE AVENUE	WRIGHT AVE	MOORE CT	DOIDGE	010	1,366	35	47,810	R	AC		50	48	100	\$246,222	7,385	THICK AC OVERLAY(2.5 INCHES)
FARIA COURT	FARIA AVE	CUL DE SAC	FARICT	010	104	61	6,344	R	AC		50	48	100	\$32,672	7,324	THICK AC OVERLAY(2.5 INCHES)
HERMOSA COURT	ESTATES AVE	CUL DE SAC	HERMCT	010	141	27	3,807	R	AC		51	49	100	\$19,607	7,307	THICK AC OVERLAY(2.5 INCHES)
MICHAEL DRIVE	APPIAN WAY	CUL DE SAC	MICHAE	010	636	32	20,352	R	AC		51	49	100	\$104,813	7,305	THICK AC OVERLAY(2.5 INCHES)
OWENS COURT	SHEA DR	CUL DE SAC	OWENS	010	500	32	16,000	R	AC		50	48	100	\$82,400	7,368	THICK AC OVERLAY(2.5 INCHES)
SANDRA COURT	REBECCA DR	CUL DE SAC	SANDRA	010	288	26	7,488	R	AC		51	49	100	\$38,564	7,315	THICK AC OVERLAY(2.5 INCHES)
TAMALPAIS DRIVE	SIMAS AVE	MENDOCINO DR	TAMALP	010	2,281	36	82,116	R	AC		51	49	100	\$422,898	7,254	THICK AC OVERLAY(2.5 INCHES)
											Treatment Total		\$1,293,777			
Year 2023 Area Total								1,618,201		Year 2023 Total		\$11,015,633				

Year: 2024

											Treatment			Cost	Rating	Treatment
Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	PCI Before	PCI After			
ARROYO AVENUE	MADERA ST	VICTOR ST	ARROYO	010	566	32	18,112	R	AC		62	70	79	\$55,511	3,574	RUBBER CAPE SEAL
BANTRY ROAD	O'CONNOR RD	HANLEY DR	BANTRY	010	724	33	23,892	R	AC		61	69	78	\$73,225	3,718	RUBBER CAPE SEAL
CARLOTTA CIRCLE	GATELY DRIVE	GATELY DRIVE	CAROLO	431	1,403	33	46,299	R	AC		71	69	78	\$141,899	4,357	RUBBER CAPE SEAL
EMMA DRIVE	ALICE WAY	HENRY AVE	EMMADR	010	1,737	31	53,847	R	AC		61	69	78	\$165,032	3,717	RUBBER CAPE SEAL
JOHANNA COURT	PINOLE VALLEY RD	CUL DE SAC	JOHANN	010	242	27	6,534	R	AC		62	70	79	\$20,026	3,493	RUBBER CAPE SEAL
MONTE VERDE DRIVE	PINOLE VALLEY RD	ALHAMBRA WAY	MONTEV	010	1,126	36	40,536	R	AC		62	70	79	\$124,236	3,714	RUBBER CAPE SEAL
PINOLE VALLEY ROAD	SIMAS AVE	GRANADA CT	PINOLV	045	1,929	61	117,669	A	AC/AC		71	68	78	\$360,635	7,263	RUBBER CAPE SEAL
PINOLE VALLEY ROAD	GRANADA CT	ESTATES AVE	PINOLV	050	2,502	61	152,622	A	AC/AC		71	68	78	\$467,760	7,263	RUBBER CAPE SEAL
											Treatment Total		\$1,408,324			
SAN PABLO AVENUE	PINOLE SHORES DR	SUNNYVIEW DR	SANPAB	030	1,506	72	108,432	A	AC/AC		77	77	85	\$51,127	37,644	SLURRY SEAL
SAN PABLO AVENUE	SUNNYVIEW DR	APPIAN WAY	SANPAB	040	1,892	72	136,224	A	AC/AC		78	78	86	\$64,232	38,398	SLURRY SEAL
SIMAS AVENUE	PINOLE VALLEY RD	DIABLO CT	SIMAS	010	1,746	38	66,348	C	AC/AC		82	80	88	\$31,284	39,165	SLURRY SEAL
SIMAS AVENUE	APPALOOSA TR	PINOLE VALLEY RD	SIMAS	020	2,111	36	75,996	C	AC/AC		82	80	88	\$35,833	33,203	SLURRY SEAL
											Treatment Total		\$182,476			

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2024

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
SAN PABLO AVENUE	APPIAN WAY	OAK RIDGE RD	SANPAB	050	1,706	66	112,596	A	AC		54	50	100	\$729,992	9,787	MILL AND THICK OVERLAY
											Treatment Total		\$729,992			
ALBERDAN COURT	ALBERDAN CIR	CUL DE SAC	ALBECT	010	211	36	7,596	R	AC		15	9	100	\$96,032	3,103	RECONSTRUCT STRUCTURE (AC)
ALBERDAN CIRCLE	SHAWN DR	SHAWN DR	ALBERC	010	2,001	36	72,036	R	AC		29	24	100	\$910,708	3,103	RECONSTRUCT STRUCTURE (AC)
APPALOOSA TRAIL	SIMAS AVE	BUCKSKIN RD	APPATR	010	222	52	11,544	R	AC		27	22	100	\$145,944	3,103	RECONSTRUCT STRUCTURE (AC)
APPIAN WAY	SOUTH CITY LIMITS	MICHAEL DR	APPIAN	010	1,386	54	74,844	A	AC		30	23	100	\$1,118,245	4,167	RECONSTRUCT STRUCTURE (AC)
AVIS WAY	SHEA DR	HOUSE #3130	AVISWY	010	500	32	16,000	R	AC		28	23	100	\$202,279	3,103	RECONSTRUCT STRUCTURE (AC)
BARKLEY COURT	KILDARE WAY	CUL DE SAC	BARKLE	010	482	36	17,352	R	AC		14	8	100	\$219,371	3,103	RECONSTRUCT STRUCTURE (AC)
BELMONT WAY	SAN PABLO	END	BELMON	020	228	28	6,384	R	AC		26	21	100	\$80,710	3,103	RECONSTRUCT STRUCTURE (AC)
BRANDT COURT	PINOLE VALLEY RD	CUL DE SAC	BRANDT	010	244	34	8,296	R	AC		0	0	100	\$104,882	3,103	RECONSTRUCT STRUCTURE (AC)
BRAZIL COURT	WRIGHT AVE	DEAD END	BRAZIL	010	485	36	17,460	R	AC		13	7	100	\$220,737	3,103	RECONSTRUCT STRUCTURE (AC)
CALAIS DRIVE	CUL DE SAC (EAST)	ORLEANS DR	CALAIS	010	915	24	21,960	R	AC		18	12	100	\$277,627	3,103	RECONSTRUCT STRUCTURE (AC)
CARMELITA WAY	RAMONA ST	DEAD END	CARMEL	010	1,372	36	49,392	R	AC		20	15	100	\$624,434	3,103	RECONSTRUCT STRUCTURE (AC)
CAROL STREET	WRIGHT AVE	REMUDA WAY	CAROL	010	1,409	36	50,724	R	AC		20	15	100	\$641,273	3,103	RECONSTRUCT STRUCTURE (AC)
CHAPPARAL COURT	TAMALPAIS DR	CUL DE SAC	CHAPPA	010	425	32	13,600	R	AC		14	8	100	\$171,937	3,103	RECONSTRUCT STRUCTURE (AC)
DALESSI DRIVE	APPIAN WAY	END	DALESS	010	400	33	13,200	R	AC		2	0	100	\$166,880	3,103	RECONSTRUCT STRUCTURE (AC)
DEL MONTE DRIVE	SAN PABLO AVE	BRIDGE	DELMON	020	525	37	19,425	R	AC		7	0	100	\$245,579	3,103	RECONSTRUCT STRUCTURE (AC)
DOLORES COURT	PINOLE VALLEY RD	CUL DE SAC	DOLORE	010	311	31	9,641	R	AC		21	16	100	\$121,886	3,103	RECONSTRUCT STRUCTURE (AC)
PINOLE VALLEY ROAD	COLLINS AVE (NORTH INT)	SIMAS AVE	PINOLV	035	760	50	38,000	A	AC/AC		30	23	100	\$567,759	4,167	RECONSTRUCT STRUCTURE (AC)
WRIGHT AVENUE	VICTOR ST	DOIDGE AVE	WRIGHT	020	2,294	38	87,172	C	AC		3	0	100	\$1,302,438	3,288	RECONSTRUCT STRUCTURE (AC)
WRIGHT AVENUE	DOIDGE AVE	DEAD END	WRIGHT	030	1,832	38	69,616	C	AC		15	5	100	\$1,040,134	3,288	RECONSTRUCT STRUCTURE (AC)
											Treatment Total		\$8,258,855			
BAY VIEW FARM ROAD	HOUSE #1059	PINON AVE	BAYVIE	020	1,352	38	51,376	R	AC		53	49	100	\$272,524	7,053	THICK AC OVERLAY(2.5 INCHES)

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2024

											Treatment			Cost	Rating	Treatment
Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	PCI Before	PCI After			
DEAN COURT	PONDEROSA TR	CUL DE SAC	DEANCT	010	379	36	13,644	R	AC		53	49	100	\$72,375	7,046	THICK AC OVERLAY(2.5 INCHES)
DOOLIN COURT	KILLARNEY RD	CUL DE SAC	DOOLIN	010	190	29	5,510	R	AC		52	48	100	\$29,228	7,158	THICK AC OVERLAY(2.5 INCHES)
LEROY AVENUE	LE FABVRE WY	CUL DE SAC	LEROY	010	407	28	11,396	R	AC		53	49	100	\$60,451	7,100	THICK AC OVERLAY(2.5 INCHES)
											Treatment Total			\$434,578		
Year 2024 Area Total								1,645,275		Year 2024 Total			\$11,014,225			

Year: 2025

											Treatment			Cost	Rating	Treatment
Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Current PCI	PCI Before	PCI After			
4TH AVENUE	NOB HILL AVE	SAN PABLO AVE	4THAVE	020	611	26	15,886	R	AC		62	69	78	\$50,149	3,950	RUBBER CAPE SEAL
DUTRA COURT	HAZEL ST	CUL DE SAC	DUTRA	010	189	31	5,859	R	AC		74	70	79	\$18,496	3,100	RUBBER CAPE SEAL
HANLEY COURT	MARLESTA RD	CUL DE SAC	HANLCT	010	276	30	8,280	R	AC		63	70	79	\$26,139	3,697	RUBBER CAPE SEAL
NOB HILL AVENUE	SUNNYVIEW DR	HOUSE #1100	NOBHIL	020	502	32	16,064	R	AC		62	69	78	\$50,711	3,565	RUBBER CAPE SEAL
OAK RIDGE ROAD	HENRY AVE	IGNACIO CT	OAKRID	010	472	30	14,160	C	AC		75	68	77	\$44,700	3,145	RUBBER CAPE SEAL
PALOMA STREET	ESTATES AVE	DEAD END	PALOMA	010	802	38	30,476	R	AC		62	69	78	\$96,206	4,040	RUBBER CAPE SEAL
											Treatment Total		\$286,401			
ANTONIA CIRCLE	OAK RIDGE RD	OAK RIDGE RD	ANTONI	010	994	24	23,856	R	AC		75	71	80	\$11,586	20,154	SLURRY SEAL
EBSEN COURT	SARAH DR	CUL DE SAC	EBSEN	010	213	36	7,668	R	AC/AC		79	76	84	\$3,725	24,952	SLURRY SEAL
ESTATES AVENUE	SIMAS AVE	RAMONA ST	ESTATE	010	2,330	38	88,540	C	AC		94	89	94	\$43,001	19,302	SLURRY SEAL
GERZ COURT	ESTATES AVE	CUL DE SAC	GERZCT	010	227	32	7,264	R	AC		81	77	85	\$3,528	19,527	SLURRY SEAL
HEMLEB COURT	BAYVIEW FARM RD	CUL DE SAC	HEMLEB	010	501	31	15,531	R	AC		84	80	88	\$7,543	18,385	SLURRY SEAL
MEADOW AVENUE	NOB HILL AVE	SAN PABLO AVE	MEADOW	020	927	24	22,248	R	AC		85	81	88	\$10,805	17,854	SLURRY SEAL
MENDOCINO DRIVE	SIMAS AVE	TAMALPAIS DR	MENDDR	010	696	37	25,752	R	AC		83	79	87	\$12,507	18,835	SLURRY SEAL
OAK RIDGE ROAD	IGNACIO CT	SAN PABLO AVE	OAKRID	020	1,464	27	39,528	C	AC		80	73	82	\$19,198	22,322	SLURRY SEAL
SIMAS AVENUE	DIABLO CT	APPALOOSA TR	SIMAS	015	2,628	38	99,864	C	AC/AC		82	79	87	\$48,500	34,555	SLURRY SEAL
											Treatment Total		\$160,393			
ADOBE ROAD	PAVEMENT CHANGE	CUL-DE-SAC	ADOBE	015	318	34	10,812	R	AC		91	86	87	\$36	375,372	SEAL CRACKS
ALTAMIRANO CIRCLE	FRANCISCA CT	FRANCISCA CT	ALTAMI	010	628	24	15,072	R	AC		85	83	85	\$64	642,666	SEAL CRACKS
AMEND STREET	MANN DR	CUL DE SAC	AMEND	010	973	36	35,028	R	AC		91	86	87	\$114	375,372	SEAL CRACKS
ANTONIA COURT	ANTONIA CIRCLE	CUL DE SAC	ANTOCT	010	279	33	9,207	R	AC		85	83	84	\$40	610,707	SEAL CRACKS
BAY VIEW FARM ROAD	SUNNYVIEW DR	HOUSE #1059	BAYVIE	010	333	38	12,654	R	AC		87	83	84	\$54	409,624	SEAL CRACKS

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2025

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
BERNARDO COURT	OAK RIDGE RD	CUL DE SAC	BERNAR	010	228	31	7,068	R	AC		85	83	85	\$30	642,666	SEAL CRACKS
BLUE JAY CIRCLE	GALBRETH RD	END OF LOOP	BLUEJA	010	1,212	25	30,300	R	AC		89	87	88	\$94	671,000	SEAL CRACKS
BRENDA COURT	BELFAIR DR	CUL DE SAC	BRENDA	010	214	31	6,634	R	AC		91	86	87	\$22	375,465	SEAL CRACKS
BRETT COURT	PINON AVE	CUL DE SAC	BRETT	010	371	34	12,614	R	AC		91	86	87	\$44	385,037	SEAL CRACKS
CANYON DRIVE	APPIAN WAY	EL TORO WAY	CANYON	010	1,144	38	43,472	R	AC		87	85	86	\$162	668,643	SEAL CRACKS
CLARK COURT	FARIA AVE	CUL DE SAC	CLARK	010	429	32	13,728	R	AC		84	81	82	\$69	538,996	SEAL CRACKS
COLINA COURT	SAVAGE AVE	CUL DE SAC	COLINA	010	137	30	4,110	R	AC		85	82	84	\$19	621,870	SEAL CRACKS
COLLINS AVENUE	PINOLE VALLEY RD - WEST ENTRANCE	TOMAR CT	COLLIN	010A	614	32	19,648	R	AC		75	71	74	\$153	410,180	SEAL CRACKS
COLLINS AVENUE	TOMAR CT	PINOLE VALLEY RD - EAST ENTRANCE	COLLIN	010B	754	32	24,128	R	AC		75	71	74	\$187	410,180	SEAL CRACKS
DANNY COURT	BAYVIEW FARM RD	CUL DE SAC	DANNY	010	405	36	14,580	R	AC		84	82	83	\$68	577,162	SEAL CRACKS
DOWNER STREET	PINOLE VALLEY RD	HENRY AVE	DOWNER	010	1,394	37	51,578	R	AC		89	85	86	\$196	400,229	SEAL CRACKS
ENLOW COURT	PONDEROSA TR	CUL DE SAC	ENLOWC	010	245	36	8,820	R	AC		83	79	81	\$49	411,896	SEAL CRACKS
FLAMINGO COURT	GALBRETH RD	CUL DE SAC	FLAMIN	010	234	33	7,722	R	AC		90	85	86	\$29	391,419	SEAL CRACKS
FRANCISCA COURT	OAK RIDGE RD	CUL DE SAC	FRANCT	010	864	32	27,648	R	AC		86	82	83	\$128	413,633	SEAL CRACKS
FRASER COURT	FRANCIS DR	CUL DE SAC	FRASER	010	509	31	15,779	R	AC		85	81	83	\$77	414,142	SEAL CRACKS
GALBRETH ROAD	PINOLE VALLEY RD	BLUE JAY CIR	GALBRE	15A	2,026	33	66,858	R	AC		90	88	89	\$193	665,536	SEAL CRACKS
GALBRETH ROAD	BLUE JAY CIR	END OF CUL DE SAC	GALBRE	15B	608	33	20,064	R	AC		90	88	89	\$58	665,536	SEAL CRACKS
GLEN COURT	MARIONOLA WAY	CUL DE SAC	GLENCT	010	382	32	12,224	R	AC		90	85	86	\$45	391,419	SEAL CRACKS
HANLEY DRIVE	LIMERICK RD	MARLESTA RD	HANLDR	010	480	38	18,240	R	AC		84	81	83	\$89	587,083	SEAL CRACKS
HAZEL STREET	SUNNYVIEW DR	DEAD END	HAZEL	005	270	36	9,720	R	AC		87	83	84	\$42	409,512	SEAL CRACKS
HENRY AVENUE	LEWIS LN	OAK RIDGE DR	HENRY	020	1,044	38	39,672	R	AC		87	83	84	\$169	409,596	SEAL CRACKS
HENRY AVENUE	OAK RIDGE DR	PINOLE VALLEY RD	HENRY	030	1,901	38	72,238	R	AC		87	83	84	\$308	409,624	SEAL CRACKS
HENRY AVENUE	ALICE WAY	FRANCIS DR	HENRY	050	926	37	34,262	R	AC		86	82	83	\$159	413,633	SEAL CRACKS
HERMOSA STREET	LUCAS AVE	SIMAS AVE	HERMST	020	1,217	32	38,944	R	AC		87	85	86	\$147	654,484	SEAL CRACKS
HIGUERA AVENUE	RAMONA ST	ALAMO ST	HIGUER	010	379	32	12,128	R	AC		89	84	85	\$48	403,414	SEAL CRACKS
HUTCHINSON COURT	PINON AVE	CUL DE SAC	HUTCHI	010	521	34	17,714	R	AC		86	82	83	\$82	413,633	SEAL CRACKS
IGNACIO COURT	OAK RIDGE RD	CUL DE SAC	IGNACI	010	106	40	4,240	R	AC		87	83	84	\$19	409,596	SEAL CRACKS
JOHN STREET	SAN PABLO AVE	PRIVATE DRIVE	JOHNST	010	686	25	17,150	R	AC		89	84	85	\$68	403,414	SEAL CRACKS
LA CANADA COURT	SAVAGE AVE	CUL DE SAC	LACANA	010	424	32	13,568	R	AC		85	82	84	\$61	638,048	SEAL CRACKS
LA REINA STREET	HERMOSA ST	RAMONA ST	LAREIN	010	525	36	18,900	R	AC		87	83	84	\$81	409,624	SEAL CRACKS
LAUREL AVENUE	SAN PABLO AVE	PRIVATE DRIVE	LAUREL	010	586	28	16,408	R	AC/AC		84	79	81	\$92	499,751	SEAL CRACKS

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2025

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
LUCAS AVENUE	ESTATES AVE	RAMONA ST	LUCAS	010	970	32	31,040	R	AC		86	82	83	\$144	413,621	SEAL CRACKS
MARLESTA ROAD	HOUSE #600	KILDARE WAY	MARLES	020	1,241	38	47,158	C	AC		90	85	86	\$174	536,317	SEAL CRACKS
MCDONALD DRIVE	MARLESTA RD	CUL DE SAC	MCDONA	010	1,844	37	68,228	R	AC		85	83	84	\$295	610,707	SEAL CRACKS
MEADOW AVENUE	MARLESTA RD	NOB HILL AVE	MEADOW	010	687	24	16,488	R	AC		89	84	85	\$65	403,414	SEAL CRACKS
MONTCLAIR COURT	SANTA BARBARA DR	CUL DE SAC	MONTCL	010	204	32	6,528	R	AC		84	81	82	\$33	538,996	SEAL CRACKS
MORAGA DRIVE	SIMAS AVE	TAMALPAIS DR	MORAGA	020	854	32	27,328	R	AC		91	86	87	\$91	382,186	SEAL CRACKS
ORLEANS DRIVE	TENNENT AVE	NORTH DEAD END	ORLEAN	020	483	24	11,592	R	AC/AC		89	86	87	\$24	1,096,038	SEAL CRACKS
PARK STREET	QUINAN AVE	TENNENT AVE	PARKST	010	235	35	8,225	R	AC		77	73	76	\$60	448,850	SEAL CRACKS
PINOLE SHORES DRIVE	DEL MONTE DR	CUL DE SAC	PINOLE	030	592	42	24,864	R	AC		87	83	84	\$106	409,596	SEAL CRACKS
PONDEROSA TRAIL	FARIA AVE	HOLIDAY CT	PONDER	020A	634	38	24,092	R	AC		85	80	82	\$122	414,585	SEAL CRACKS
PONDEROSA TRAIL	HOLIDAY CT	DEAD END SOUTH OF ALAMO ST	PONDER	020B	1,531	38	58,178	R	AC		85	80	82	\$293	414,585	SEAL CRACKS
PRIMROSE LANE	LOPES CT	CUL DE SAC	PRIMRO	020	665	32	21,280	R	AC		91	86	87	\$73	385,037	SEAL CRACKS
RAFAELA STREET	PINOLE VALLEY RD	JOHN ST	RAFAEL	010	502	28	14,056	R	AC		85	82	84	\$64	621,870	SEAL CRACKS
RIDGECREST ROAD	HOUSE #1569	TESORO CT	RIDGEC	020	1,880	37	69,560	R	AC		86	83	85	\$292	579,183	SEAL CRACKS
ROGERS WAY	NOB HILL AVE	SAN PABLO AVE	ROGERS	010	650	32	20,800	R	AC		83	80	82	\$105	593,552	SEAL CRACKS
RUFF COURT	FARIA ST	CUL DE SAC	RUFFCT	010	371	32	11,872	R	AC		84	81	83	\$58	570,451	SEAL CRACKS
SANTA BARBARA DRIVE	RAMONA ST	SILVERADO DR	SANTAB	010	843	36	30,348	R	AC		83	80	82	\$155	582,667	SEAL CRACKS
SARAH COURT	SHEA DR	CUL DE SAC	SARACT	010	756	44	33,264	R	AC/AC		89	86	87	\$69	1,096,038	SEAL CRACKS
SILVERCREST COURT	VICTOR AVE	CUL DE SAC	SILVCT	010	554	31	17,174	R	AC		87	84	85	\$68	596,012	SEAL CRACKS
SILVERCREST STREET	VICTOR AVE	DEAD END	SILVST	010	389	31	12,059	R	AC		90	85	86	\$45	391,419	SEAL CRACKS
SONOMA WAY	MORAGA DR	MENDOCINO AVE	SONOMA	010	982	32	31,424	R	AC		88	84	85	\$129	405,878	SEAL CRACKS
SUMMIT COURT	SUMMIT DR	CUL DE SAC	SUMMCT	010	118	30	3,540	R	AC		89	84	85	\$14	403,422	SEAL CRACKS
SUMMIT DRIVE	CUL DE SAC (SOUTH)	BUENA VISTA DR	SUMMDR	010	493	24	11,832	R	AC		74	70	73	\$94	414,090	SEAL CRACKS
SUMMIT DRIVE	BUENA VISTA DR	CUL DE SAC (NORTH-EAST)	SUMMDR	020	884	28	24,752	R	AC		83	78	80	\$141	411,629	SEAL CRACKS
SUNNYVIEW DRIVE	MARELSTA RD	SAN PABLO AVE	SUNVDR	010	1,108	34	37,672	R	AC		89	84	85	\$149	403,414	SEAL CRACKS
SUNNYVIEW DRIVE	SAN PABLO AVE	BAY VIEW FARM RD	SUNVDR	020A	600	38	22,800	R	AC		88	86	87	\$75	672,847	SEAL CRACKS
SUNNYVIEW DRIVE	BAY VIEW FARM RD	DEAD END AT WOY CIRCLE	SUNVDR	020B	1,197	38	45,486	R	AC		88	86	87	\$149	672,847	SEAL CRACKS
VALLEY VIEW DRIVE	FERN AVE	BUENA VISTA DR	VALLDR	010	189	28	5,292	R	AC		85	80	82	\$27	414,587	SEAL CRACKS
VICTOR STREET	WRIGHT AVE	SILVERCREST ST	VICTOR	020	1,127	36	40,572	R	AC		84	82	83	\$191	556,775	SEAL CRACKS

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2025

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
WHIPPOORWILL COURT	GALBRETH RD	CUL DE SAC	WHIPOR	010	609	33	20,097	R	AC		86	83	85	\$85	579,183	SEAL CRACKS
WILDE COURT	KILDARE WAY	CUL DE SAC	WILDE	010	201	36	7,236	R	AC		87	83	84	\$31	409,624	SEAL CRACKS
WOODSIDE COURT	VICTOR AVE	CUL DE SAC	WOODSI	010	561	31	17,391	R	AC		87	85	86	\$67	632,663	SEAL CRACKS
Treatment Total														\$6,784		
FITGERALD DRIVE	CALTRANS RIGHT OF WAY	JOVITA LN	FITZGE	010	892	82	73,144	C	AC/AC		56	49	100	\$488,440	6,765	MILL AND THICK OVERLAY
MARLESTA ROAD	HANLEY DR	HOUSE #600	MARLES	010	750	38	28,500	C	AC		59	50	100	\$190,317	6,919	MILL AND THICK OVERLAY
PINOLE VALLEY ROAD	I-80 OFF-RAMP	HENRY AVE	PINOLV	065	1,386	60	83,160	A	AC		56	49	100	\$555,324	9,509	MILL AND THICK OVERLAY
Treatment Total														\$1,234,081		
DIABLO COURT	SIMAS AVE	CUL DE SAC	DIABCT	010	492	32	15,744	R	AC		23	14	100	\$205,014	3,013	RECONSTRUCT STRUCTURE (AC)
DOIDGE AVENUE	MOORE CT	MARCUS ST	DOIDGE	020	2,144	31	66,464	R	AC		0	0	100	\$865,472	3,013	RECONSTRUCT STRUCTURE (AC)
DOIDGE AVENUE	MARCUS ST	WRIGHT AVE	DOIDGE	030	881	35	30,835	R	AC		6	0	100	\$401,523	3,013	RECONSTRUCT STRUCTURE (AC)
DOIDGE AVENUE	WRIGHT AVE	DEAD END	DOIDGE	040	1,577	31	48,887	R	AC		26	17	100	\$636,591	3,013	RECONSTRUCT STRUCTURE (AC)
ELLERHORST STREET	TENNENT AVE	DEAD END	ELLERH	010	303	36	10,908	R	AC		5	0	100	\$142,041	3,013	RECONSTRUCT STRUCTURE (AC)
ESTATES AVENUE	RAMONA ST	PINOLE VALLEY RD	ESTATE	020	2,090	38	79,420	C	AC		34	20	100	\$1,222,214	3,193	RECONSTRUCT STRUCTURE (AC)
ESTRELLA COURT	PINOLE VALLEY RD	CUL DE SAC	ESTREL	010	174	27	4,698	R	AC		18	9	100	\$61,176	3,013	RECONSTRUCT STRUCTURE (AC)
FARIA AVENUE	ESTATES AVE	CLARK CT	FARIAV	010	500	32	16,000	R	AC		13	3	100	\$208,347	3,013	RECONSTRUCT STRUCTURE (AC)
FERNANDEZ AVENUE	PRUNE ST	PEAR ST	FERNAN	010	401	34	13,634	R	AC		2	0	100	\$177,538	3,013	RECONSTRUCT STRUCTURE (AC)
FOOTHILL AVENUE	CANYON DR	RIDGECREST RD	FOOTHI	010	827	38	31,426	R	AC		18	9	100	\$409,219	3,013	RECONSTRUCT STRUCTURE (AC)
GARRITY COURT	PONDEROSA TR	CUL DE SAC	GARRIT	010	476	36	17,136	R	AC		32	25	100	\$223,140	3,013	RECONSTRUCT STRUCTURE (AC)
GRANADA COURT	PINOLE VALLEY RD	CUL DE SAC	GRANAD	010	431	27	11,637	R	AC		15	5	100	\$151,534	3,013	RECONSTRUCT STRUCTURE (AC)
GREENFIELD CIRCLE	RIDGECREST DR	END OF LOOP	GREENF	010	1,228	25	30,700	R	AC		22	13	100	\$399,766	3,013	RECONSTRUCT STRUCTURE (AC)
HAMILTON DRIVE	DOIDGE AVE	DEAD END	HAMILT	010	329	35	11,515	R	AC		17	7	100	\$149,945	3,013	RECONSTRUCT STRUCTURE (AC)
HELENA COURT	PINOLE VALLEY RD	CUL DE SAC	HELENA	010	252	27	6,804	R	AC		17	8	100	\$88,600	3,013	RECONSTRUCT STRUCTURE (AC)
HOKE DRIVE	SHEA DR	CORTE CRUZ	HOKEDR	010	951	36	34,236	R	AC		14	4	100	\$445,810	3,013	RECONSTRUCT STRUCTURE (AC)

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2025

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
JORDAN WAY	WRIGHT AVE	CUL DE SAC	JORDAN	010	625	36	22,500	R	AC		0	0	100	\$292,988	3,013	RECONSTRUCT STRUCTURE (AC)
JULIA COURT	PINOLE VALLEY RD	CUL DE SAC	JULIA	010	137	27	3,699	R	AC		22	13	100	\$48,168	3,013	RECONSTRUCT STRUCTURE (AC)
KILDARE WAY	SHAWN DR	TARA HILLS DR	KILDAR	010	1,289	36	46,404	R	AC		23	14	100	\$604,258	3,013	RECONSTRUCT STRUCTURE (AC)
KILDARE WAY	TARA HILLS DR	MARLESTA RD	KILDAR	020	665	36	23,940	R	AC		7	0	100	\$311,739	3,013	RECONSTRUCT STRUCTURE (AC)
SAN PABLO AVENUE	PAVEMENT TRANSITION AT DURSEY DR	BELMONT WAY	SANPAB	010	443	70	31,010	A	AC		35	25	100	\$477,221	4,046	RECONSTRUCT STRUCTURE (AC)
SARAH DRIVE	APPIAN WAY	LYNN DR	SARADR	010	168	52	8,736	C	AC		37	24	100	\$134,441	3,193	RECONSTRUCT STRUCTURE (AC)
TENNENT AVENUE	PINOLE VALLEY RD	SAN PABLO AVE	TENNAV	010	1,411	36	50,796	A	AC		34	24	100	\$781,712	4,046	RECONSTRUCT STRUCTURE (AC)
											Treatment Total		\$8,438,457			
FARIA AVENUE	CLARK CT	PONDEROSA TR	FARIAV	020	1,427	38	54,226	R	AC		55	50	100	\$296,272	6,822	THICK AC OVERLAY(2.5 INCHES)
HOLLIDAY COURT	PONDEROSA TR	CUL DE SAC	HOLLID	010	207	36	7,452	R	AC		55	50	100	\$40,716	6,839	THICK AC OVERLAY(2.5 INCHES)
LUCAS AVENUE	RAMONA ST	CUL DE SAC	LUCAS	020	175	29	5,075	R	AC		55	50	100	\$27,728	6,844	THICK AC OVERLAY(2.5 INCHES)
MONTE VISTA DRIVE	PINOLE VALLEY DR	ALHAMBRA WAY	MONTVI	010	1,403	36	50,508	R	AC		55	49	100	\$275,958	6,859	THICK AC OVERLAY(2.5 INCHES)
PINON AVENUE	BELFAIR DR	DEAD END	PINONA	020	547	38	20,786	R	AC		55	49	100	\$113,568	6,898	THICK AC OVERLAY(2.5 INCHES)
QUINAN AVENUE	SAN PABLO AVE	BUENA VISTA DR (SOUTH INT)	QUINAN	010	533	36	19,188	R	AC		54	49	100	\$104,837	6,887	THICK AC OVERLAY(2.5 INCHES)
ROBERT COURT	ALICE WAY	CUL DE SAC	ROBERT	010	211	27	5,697	R	AC		55	50	100	\$31,127	6,829	THICK AC OVERLAY(2.5 INCHES)
											Treatment Total		\$890,206			
Year 2025 Area Total								2,991,001		Year 2025 Total		\$11,016,322				

Year: 2026

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
EAST MEADOW AVENUE	MEADOW AVE	MEADOW AVE	EMEADO	010	1,211	24	29,064	R	AC		64	70	79	\$94,501	3,831	RUBBER CAPE SEAL
KYER STREET	HERMOSA ST	ESTATES AVE	KYERST	010	491	32	15,712	R	AC		64	69	78	\$51,088	3,612	RUBBER CAPE SEAL
MARLESTA ROAD	MCDONALD DR	APPIAN WAY	MARLES	040	1,536	36	55,296	C	AC		68	68	78	\$179,794	3,100	RUBBER CAPE SEAL
NORTH RANCHO PLACE	CITY LIMITS (OFF N RANCHO RD)	CUL DE SAC	NRANCH	010	376	36	13,536	R	AC		64	70	79	\$44,012	3,884	RUBBER CAPE SEAL

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

										Treatment Total			\$369,395		
ADOBE ROAD	PINOLE VALLEY RD	PAVEMENT CHANGE	ADOBE	005	621	21	13,041	R	AC	93	86	92	\$6,524	13,307	SLURRY SEAL
ALFRED DRIVE	BELFAIR DR	HAZEL ST	ALFRED	010	376	31	11,656	R	AC	85	79	87	\$5,831	18,132	SLURRY SEAL
BARRETT COURT	PONDEROSA TR	CUL DE SAC	BARRET	010	163	36	5,868	R	AC	74	70	79	\$2,936	19,584	SLURRY SEAL
DIABLO CIRCLE	SIMAS AVE	SIMAS AVE	DIABLO	010	1,081	32	34,592	R	AC	93	86	92	\$17,304	13,296	SLURRY SEAL
PONDEROSA TRAIL	FARIA AVE	FARIA AVE	PONDER	010	2,036	36	73,296	R	AC	76	72	81	\$36,665	19,557	SLURRY SEAL
RUFF AVENUE	FARIA AVE	PALOMA ST	RUFFAV	010	1,113	32	35,616	R	AC	93	86	92	\$17,817	13,294	SLURRY SEAL
TESORO COURT	RIDGECREST RD	CUL DE SAC	TESORO	010	447	32	14,304	R	AC	87	81	89	\$7,156	17,193	SLURRY SEAL
										Treatment Total			\$94,233		
2ND AVENUE	NOB HILL AVE	SAN PABLO AVE	2NDAVE	010	566	27	15,282	R	AC	47	87	88	\$18	969,239	SEAL CRACKS
4TH AVENUE	MARLESTA AVE	NOB HILL AVE	4THAVE	010	263	26	6,838	R	AC/AC	84	88	89	\$3	7,150,767	SEAL CRACKS
ALAMO STREET	100 FT. EAST OF HIGUERA AVE	PONDEROSA TR	ALAMO	020	1,086	32	34,752	R	AC	46	87	88	\$40	969,239	SEAL CRACKS
ALVAREZ AVENUE	SAN PABLO AVE	GATE	ALVARE	010	672	29	19,488	R	AC	46	87	88	\$23	969,239	SEAL CRACKS
APPALOOSA COURT	GOULARTE DR	CUL DE SAC	APPACT	010	388	30	11,640	R	AC	42	87	88	\$14	969,239	SEAL CRACKS
APPALOOSA TRAIL	BUCKSKIN RD	GOULARTE DR	APPATR	020	802	45	36,090	R	AC	40	87	88	\$42	969,239	SEAL CRACKS
APPIAN WAY	I-80 EAST ON RAMP	I-80 WEST ON RAMP	APPIAN	030	482	74	35,668	A	AC/AC	79	83	85	\$129	1,681,173	SEAL CRACKS
APPIAN WAY	I-80 WEST ON RAMP	MANN DR	APPIAN	040	1,276	76	96,976	A	AC/AC	80	84	86	\$291	1,966,440	SEAL CRACKS
APPIAN WAY	MANN DR	SAN PABLO AVE	APPIAN	050	3,276	61	199,836	A	AC/AC	80	84	86	\$600	1,966,440	SEAL CRACKS
BELDIN STREET	APPIAN WAY	CUL-DE-SAC	BELDEN	010	405	38	15,390	R	AC	47	87	88	\$18	969,239	SEAL CRACKS
BELFAIR DRIVE	BAYVIEW FARM RD	PINON AVE	BELFAI	010	1,413	31	43,803	R	AC	67	73	75	\$333	481,317	SEAL CRACKS
BETTY AVENUE	MEADOW AVE	EAST MEADOW AVE	BETTY	010	407	24	9,768	R	AC	47	87	88	\$12	969,239	SEAL CRACKS
BOX CANYON ROAD	BUCKSKIN RD	DEAD END	BOXCAN	010	295	31	9,145	R	AC	45	87	88	\$11	969,239	SEAL CRACKS
BOYLE COURT	KILKENNY WAY	CUL DE SAC	BOYLE	010	203	36	7,308	R	AC	43	87	88	\$9	969,239	SEAL CRACKS
BUENA VISTA DRIVE	HOUSE #440	END OF LOOP	BUENAV	020	788	23	18,124	R	AC/AC	92	89	89	\$3	16,694,218	SEAL CRACKS
COLUSA STREET	ESTATES AVE	LA REINA ST	COLUSA	010	2,486	36	89,496	R	AC	66	71	74	\$714	427,992	SEAL CRACKS
CORTE CRUZ COURT	HOKE DR	CUL DE SAC	CORTE	010	544	33	17,952	R	AC/AC	92	89	89	\$3	16,694,218	SEAL CRACKS
COSTA COURT	HOKE DR	CUL DE SAC	COSTA	010	421	31	13,051	R	AC	44	87	88	\$15	969,239	SEAL CRACKS
CURRAN COURT	PONDEROSA TR	CUL DE SAC	CURRAN	010	356	36	12,816	R	AC	47	87	88	\$15	969,239	SEAL CRACKS
CURRY COURT	CARLOTTA CIRCLE	CUL-DE-SAC	CURRYC	432	101	37	3,737	R	AC	73	79	81	\$22	734,822	SEAL CRACKS
DEL AROSA COURT	STOKES AVE	CUL DE SAC	DELARO	010	126	27	3,402	R	AC	17	86	87	\$12	364,347	SEAL CRACKS
DEL MONTE DRIVE	PINOLE SHORES DR	CITY LIMITS	DELMON	010	701	30	21,030	R	AC	49	87	88	\$25	969,239	SEAL CRACKS
FERN AVENUE	SAN PABLO AVE	VALLEYVIEW ST	FERNAV	010	519	28	14,532	R	AC/AC	92	89	89	\$2	16,694,218	SEAL CRACKS
GATLEY DRIVE	PINOLE SHORES DRIVE	CARLOTTA CIR	GATLEY	010	119	25	2,975	R	AC	79	81	83	\$16	402,260	SEAL CRACKS
GOULARTE DRIVE	MENDOCINO CT	APPALOOSA TR	GOULAR	010	1,212	38	46,056	R	AC	42	87	88	\$53	969,239	SEAL CRACKS
HANSEN PLACE	ROBLE AVE	CUL DE SAC	HANSEN	010	236	26	6,136	R	AC	47	87	88	\$8	969,239	SEAL CRACKS

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2026

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
HENRY AVENUE	PINOLE VALLEY RD	ALICE WAY	HENRY	040	1,606	37	59,422	R	AC		66	71	74	\$474	428,058	SEAL CRACKS
HENRY AVENUE	FRANCIS DR	DEAD END	HENRY	060	1,437	31	44,547	R	AC		69	72	75	\$342	364,278	SEAL CRACKS
HERMOSA STREET	ESTATES AVE	LUCAS ST	HERMST	010	940	32	30,080	R	AC		65	70	73	\$248	411,582	SEAL CRACKS
HOYTT COURT	PINOLE VALLEY RD	CUL DE SAC	HOYTT	010	138	31	4,278	R	AC		39	87	88	\$5	969,239	SEAL CRACKS
JONES AVENUE	SAN PABLO AVE	GATE	JONES	010	700	19	13,300	R	AC		41	87	88	\$16	969,239	SEAL CRACKS
KELLEY COURT	MANN DR	CUL DE SAC	KELLEY	010	234	26	6,084	R	AC		73	78	80	\$36	558,095	SEAL CRACKS
KENMAR COURT	MARLESTA RD	CUL DE SAC	KENMAR	010	254	30	7,620	R	AC		66	71	74	\$61	443,367	SEAL CRACKS
LASSEN WAY	SIMAS AVE	DEAD END	LASSEN	010	704	36	25,344	R	AC		39	87	88	\$30	969,239	SEAL CRACKS
LE FEBVRE WAY	SUMMIT DR	TEMP DEAD END	LEFEBV	010	477	29	13,833	R	AC		46	87	88	\$16	969,239	SEAL CRACKS
LIMERICK ROAD	TARA HILLS DR	O'CONNER DR	LIMERI	010	1,313	34	44,642	R	AC		68	73	76	\$331	463,633	SEAL CRACKS
MADRONE AVENUE	SAN PABLO AVE	PRIVATE DRIVE	MADRON	010	141	16	2,256	R	AC		74	79	81	\$13	558,713	SEAL CRACKS
MANN DRIVE	PAVEMENT CHANGE	MCDONALD DR	MANNDR	015	1,091	37	40,367	R	AC		67	70	73	\$329	351,539	SEAL CRACKS
MARIA COURT	PINOLE VALLEY RD	CUL DE SAC	MARIAC	010	127	27	3,429	R	AC		20	86	87	\$12	364,347	SEAL CRACKS
MENDOCINO DRIVE	TAMALPAIS DR	GOULARTE DR	MENDDR	020	921	27	24,867	R	AC		48	87	88	\$29	969,239	SEAL CRACKS
PATRICK DRIVE	DEAD END SOUTH OF NOB HILL AVE	SUNNNYVIEW DR	PATRIC	010	1,030	25	25,750	R	AC		66	71	74	\$205	435,346	SEAL CRACKS
PINOLE SHORES DRIVE	SAN PABLO AVE	100 SOUTH OF OVERPASS	PINOLE	010	531	65	34,515	R	AC		41	87	88	\$40	969,239	SEAL CRACKS
PINOLE SHORES DRIVE	100 SOUTH OF OVERPASS	DEL MONTE DR	PINOLE	020	917	42	38,514	R	AC		45	87	88	\$45	969,239	SEAL CRACKS
PINOLE VALLEY ROAD	CITY LIMITS EAST OF MARLIN CT	PINOLE CREEK BRIDGE #6	PINOLV	010	1,897	38	72,086	A	AC		46	85	86	\$195	1,001,607	SEAL CRACKS
PINOLE VALLEY ROAD	BRIDGE WEST OF SAVAGE ST	COLLINS AVE (NORTH INT)	PINOLV	030	2,484	39	96,876	A	AC		44	85	86	\$262	1,001,607	SEAL CRACKS
PINOLE VALLEY ROAD	ESTATES AVE	I-80 OFF-RAMP	PINOLV	055	840	60	50,400	A	AC		48	85	86	\$137	1,001,607	SEAL CRACKS
PINOLE VALLEY ROAD	HENRY AVE	TENNENT AVE	PINOLV	070	751	42	31,542	A	AC		45	85	86	\$86	1,001,607	SEAL CRACKS
PINOLE VALLEY ROAD	TENNENT AVE	SAN PABLO AVE	PINOLV	080	1,650	32	52,800	A	AC		39	85	86	\$143	1,001,607	SEAL CRACKS
PINON AVENUE	SAN PABLO AVE	BELFAIR DR	PINONA	010	1,448	38	55,024	R	AC		46	87	88	\$64	969,239	SEAL CRACKS
POQUITO COURT	CUL DE SAC S. OF CANYON DR	CUL DE SAC N. OF CANYON DR	POQUIT	010	253	34	8,602	R	AC		48	87	88	\$10	969,239	SEAL CRACKS
POULOS COURT	GOULARTE DR	CUL DE SAC	POULOS	010	322	30	9,660	R	AC		40	87	88	\$12	969,239	SEAL CRACKS
PRIMROSE LANE	PINON AVE	LOPES CT	PRIMRO	010	546	32	17,472	R	AC		48	87	88	\$21	969,239	SEAL CRACKS
RAMONA STREET	PINOLE VALLEY RD	LUCAS AVE	RAMONA	010	2,321	38	88,198	R	AC		42	87	88	\$102	969,239	SEAL CRACKS
REBECCA DRIVE	SARAH DR	MICHAEL DR	REBECC	010	1,027	32	32,864	R	AC		39	87	88	\$38	969,239	SEAL CRACKS
RISING GLEN ROAD	MARLESTA RD	CUL DE SAC	RISING	010	897	32	28,704	R	AC		69	74	77	\$205	482,462	SEAL CRACKS
ROBLE AVENUE	SAN PABLO AVE	ENCINA AVE	ROBLE	010	251	28	7,028	R	AC/AC		84	88	89	\$3	7,275,110	SEAL CRACKS

Scenarios - Sections Selected for Treatment

Interest: 4.70%

Inflation: 3.00%

Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2026

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
ROBLE AVENUE	ENCINA AVE	PINON AVE	ROBLE	020	420	29	12,180	R	AC		47	87	88	\$14	969,239	SEAL CRACKS
SAN PABLO AVENUE	CITY LIMITS AT CHURCH	PAVEMENT TRANSITION AT DURSEY DR	SANPAB	005	440	70	30,800	A	AC		22	84	86	\$122	596,121	SEAL CRACKS
SAN PABLO AVENUE	BELMONT WAY	PINOLE SHORES DR	SANPAB	020	1,813	58	105,154	A	AC		47	85	86	\$284	1,001,607	SEAL CRACKS
SARITA COURT	PINOLE VALLEY RD	CUL DE SAC	SARITA	371	106	27	2,862	R	AC		40	87	88	\$4	969,239	SEAL CRACKS
SAVAGE AVENUE	SIMAS AVE	PINOLE VALLEY RD	SAVAGE	015	2,425	38	92,150	R	AC		67	73	75	\$700	480,871	SEAL CRACKS
SEVILLE COURT	MONTE VERDE DRIVE	CUL DE SAC	SEVILL	010	569	32	18,208	R	AC		46	87	88	\$21	969,239	SEAL CRACKS
SILVERADO DRIVE	SIMAS AVE	PRIVATE DRIVE	SILVAD	010	1,524	38	57,912	R	AC		46	87	88	\$67	969,239	SEAL CRACKS
STOKES AVENUE	DOIDGE AVE	MOORE CT	STOKES	010	1,074	32	34,368	R	AC		47	87	88	\$40	969,239	SEAL CRACKS
SUNNYVIEW COURT	MARLESTA DR	CUL DE SAC	SUNVCT	010	261	25	6,525	R	AC/AC		84	88	89	\$3	7,150,767	SEAL CRACKS
TENNENT AVENUE	SAN PABLO AVE	LA SALLE DR	TENNAV	020	1,368	36	49,248	A	AC		23	84	86	\$195	596,121	SEAL CRACKS
TENNENT AVENUE	LA SALLE DR	BRIDGE	TENNAV	030	1,576	36	56,736	A	AC		20	84	86	\$224	596,121	SEAL CRACKS
TOMAR COURT	COLLINS AVE	CUL DE SAC	TOMAR	010	107	32	3,424	R	AC		45	87	88	\$4	969,239	SEAL CRACKS
VON DOLLEN COURT	GOULARTE DR/POULOS CT	CUL DE SAC	VONDOL	010	580	30	17,400	R	AC		44	87	88	\$20	969,239	SEAL CRACKS
ZOE COURT	ORLEANS DR	CUL DE SAC	ZOECT	010	271	27	7,317	R	AC		44	87	88	\$9	969,239	SEAL CRACKS
											Treatment Total			\$7,648		
MARLESTA ROAD	KILDARE WAY	MCDONALD DR	MARLES	030	1,700	36	61,200	C	AC		62	49	100	\$420,941	6,724	MILL AND THICK OVERLAY
											Treatment Total			\$420,941		
AVIS WAY	HOUSE #3130	CUL DE SAC	AVISWY	020	295	32	9,440	R	AC		34	24	100	\$126,613	2,925	RECONSTRUCT STRUCTURE (AC)
CANYON DRIVE	EL TORO WAY	FOOTHILL AVE	CANYON	020	1,176	38	44,688	R	AC		34	24	100	\$599,370	2,925	RECONSTRUCT STRUCTURE (AC)
DUNCAN ROAD	SARAH DR	DEAD END	DUNCAN	010	412	38	15,656	R	AC		35	24	100	\$209,984	2,925	RECONSTRUCT STRUCTURE (AC)
GEOFFREY COURT	SARAH DR	CUL DE SAC	GEOFFR	010	158	26	4,108	R	AC		34	23	100	\$55,098	2,925	RECONSTRUCT STRUCTURE (AC)
GOULARTE DRIVE	APPALOOSA TR	POULOS CT	GOULAR	020	892	30	26,760	R	AC		33	22	100	\$358,914	2,925	RECONSTRUCT STRUCTURE (AC)
KILRUSH COURT	KILKENY WAY	CUL DE SAC	KILRUS	010	399	36	14,364	R	AC		12	0	100	\$192,655	2,925	RECONSTRUCT STRUCTURE (AC)
KITTERY WAY	KILDARE WAY	SHAWN DR	KITTER	010	951	36	34,236	R	AC		8	0	100	\$459,184	2,925	RECONSTRUCT STRUCTURE (AC)
LA SALLE COURT	LA SALLE DR	CUL DE SAC	LASALC	010	239	24	5,736	R	AC		10	0	100	\$76,934	2,925	RECONSTRUCT STRUCTURE (AC)
LA SALLE DRIVE	TENNENT AVE	CALAIS DR	LASALL	010	367	24	8,808	R	AC		26	13	100	\$118,136	2,925	RECONSTRUCT STRUCTURE (AC)

Scenarios - Sections Selected for Treatment

Interest: 4.70% Inflation: 3.00% Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2026

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
LEWIS LANE	HENRY AVE	CUL DE SAC	LEWIS	010	421	26	10,946	R	AC		17	4	100	\$146,812	2,925	RECONSTRUCT STRUCTURE (AC)
LYNN DRIVE	SARAH DR	MICHAEL DR	LYNNDR	010	827	38	31,426	R	AC		30	18	100	\$421,496	2,925	RECONSTRUCT STRUCTURE (AC)
MADERA STREET	DOIDGE AVE	WRIGHT AVE	MADERA	010	488	32	15,616	R	AC		20	7	100	\$209,447	2,925	RECONSTRUCT STRUCTURE (AC)
MANN DRIVE	APPIAN WAY	PAVEMENT CHANGE	MANNDR	005	642	37	23,754	R	AC		20	7	100	\$318,597	2,925	RECONSTRUCT STRUCTURE (AC)
MARCUS STREET	S/O DOIDGE AVE	WRIGHT AVE	MARCST	010	393	35	13,755	R	AC		30	19	100	\$184,487	2,925	RECONSTRUCT STRUCTURE (AC)
MARCUS STREET	DOIDGE AVE	CUL DE SAC	MARCST	020	1,164	35	40,740	R	AC		8	0	100	\$546,418	2,925	RECONSTRUCT STRUCTURE (AC)
MARIONOLA WAY	HOUSE #1199	MARLESTA RD	MARION	020	694	32	22,208	R	AC		10	0	100	\$297,861	2,925	RECONSTRUCT STRUCTURE (AC)
MARLIN COURT	PINOLE VALLEY RD	CUL DE SAC	MARLIN	010	239	31	7,409	R	AC		29	17	100	\$99,372	2,925	RECONSTRUCT STRUCTURE (AC)
MARTINEZ COURT	PINOLE VALLEY RD	CUL DE SAC	MARTIN	010	468	36	16,848	R	AC		19	6	100	\$225,971	2,925	RECONSTRUCT STRUCTURE (AC)
MENDOCINO COURT	GOULARTE DR	CUL DE SAC	MENDCT	010	211	30	6,330	R	AC		30	19	100	\$84,900	2,925	RECONSTRUCT STRUCTURE (AC)
MOORE COURT	DOIDGE AVE	CUL DE SAC	MOORE	010	377	32	12,064	R	AC		20	7	100	\$161,807	2,925	RECONSTRUCT STRUCTURE (AC)
NAOMI COURT	SHEA DR	CUL DE SAC	NAOMI	010	328	27	8,856	R	AC		15	1	100	\$118,780	2,925	RECONSTRUCT STRUCTURE (AC)
OLINDA COURT	PINOLE VALLEY RD	CUL DE SAC	OLINDA	010	172	27	4,644	R	AC		32	21	100	\$62,287	2,925	RECONSTRUCT STRUCTURE (AC)
ORLEANS DRIVE	CUL DE SAC (WEST)	TENNENT AVE	ORLEAN	010	1,158	25	28,950	R	AC		21	8	100	\$388,287	2,925	RECONSTRUCT STRUCTURE (AC)
PAGE COURT	KILKENNY WAY	CUL DE SAC	PAGECT	010	357	36	12,852	R	AC		23	10	100	\$172,376	2,925	RECONSTRUCT STRUCTURE (AC)
PALOS COURT	STOKES AVE	CUL DE SAC	PALOS	010	129	27	3,483	R	AC		16	2	100	\$46,716	2,925	RECONSTRUCT STRUCTURE (AC)
PEACH STREET	TENNENT AVE	DEAD END	PEACH	010	362	32	11,584	R	AC		1	0	100	\$155,369	2,925	RECONSTRUCT STRUCTURE (AC)
PEAR STREET	OAK RIDGE RD	TENNENT AVE	PEARST	010	613	32	19,616	R	AC		28	17	100	\$263,096	2,925	RECONSTRUCT STRUCTURE (AC)
PEAR STREET	TENNENT AVE	FERNANDEZ AVE	PEARST	020	218	31	6,758	R	AC		18	5	100	\$90,641	2,925	RECONSTRUCT STRUCTURE (AC)
PFEIFFER LANE	PFEIFER WAY	DEAD END	PFEIFL	010	234	21	4,914	R	AC		15	1	100	\$65,909	2,925	RECONSTRUCT STRUCTURE (AC)
PFEIFFER WAY	DOIDGE AVE	PFEIFER LANE	PFEIFW	010	838	22	18,436	R	AC		6	0	100	\$247,270	2,925	RECONSTRUCT STRUCTURE (AC)
PFEIFFER WAY	PFEIFER LANE	CUL DE SAC	PFEIFW	020	362	29	10,498	R	AC		29	18	100	\$140,803	2,925	RECONSTRUCT STRUCTURE (AC)
PINE AVENUE	SMITH AVE	DEAD END	PINEAV	010	531	26	13,806	R	AC		20	7	100	\$185,171	2,925	RECONSTRUCT STRUCTURE (AC)

Scenarios - Sections Selected for Treatment

Interest: 4.70%

Inflation: 3.00%

Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year: 2026

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
PLUM STREET	SCHOOL ENTRANCE	TENNENT AVE	PLUMST	010	410	36	14,760	R	AC		0	0	100	\$197,966	2,925	RECONSTRUCT STRUCTURE (AC)
PLUM STREET	TENNENT AVE	DEAD END NORTH OF FERNANDEZ AV	PLUMST	020	341	36	12,276	R	AC		9	0	100	\$164,650	2,925	RECONSTRUCT STRUCTURE (AC)
POTRERO COURT	PINOLE VALLEY RD	CUL DE SAC	POTRER	010	248	27	6,696	R	AC		35	25	100	\$89,809	2,925	RECONSTRUCT STRUCTURE (AC)
PRUNE STREET	DEAD END	TENNENT AVE	PRUNE	010	301	34	10,234	R	AC		15	1	100	\$137,262	2,925	RECONSTRUCT STRUCTURE (AC)
PRUNE STREET	TENNENT AVE	FERNANDEZ AVE	PRUNE	020	238	34	8,092	R	AC		12	0	100	\$108,533	2,925	RECONSTRUCT STRUCTURE (AC)
QUINAN AVENUE	BUENA VISTA DR (SOUTH INT)	BUENA VISTA DR (NORTH INT)	QUINAN	020	258	27	6,966	R	AC		9	0	100	\$93,431	2,925	RECONSTRUCT STRUCTURE (AC)
RAILROAD AVENUE	TENNENT AVE	END	RAILAV	010	300	35	10,500	R	AC		36	25	100	\$140,830	2,925	RECONSTRUCT STRUCTURE (AC)
REMUDA WAY	CAROL ST	SIMAS AVE	REMUDA	010	932	36	33,552	R	AC		17	4	100	\$450,010	2,925	RECONSTRUCT STRUCTURE (AC)
SHADY DRAW	SIMAS AVE	DEAD END	SHADYD	010	705	38	26,790	R	AC		33	22	100	\$359,316	2,925	RECONSTRUCT STRUCTURE (AC)
SHAWN DR	CITY LIMITS	TARA HILLS DR	SHAWN	010	720	36	25,920	R	AC		3	0	100	\$347,648	2,925	RECONSTRUCT STRUCTURE (AC)
SIMAS AVENUE	DEAD END	PINOLE VALLEY RD	SIMAS	005	144	34	4,896	R	AC		6	0	100	\$65,667	2,925	RECONSTRUCT STRUCTURE (AC)
TENNENT COURT	TENNENT AVE	CUL DE SAC	TENNCT	010	158	24	3,792	R	AC		27	16	100	\$50,860	2,925	RECONSTRUCT STRUCTURE (AC)
											Treatment Total		\$9,036,743			
ALHAMBRA WAY	MORAGA DR	CUL DE SAC	ALHAMB	010	1,568	36	56,448	R	AC		56	48	100	\$317,664	6,758	THICK AC OVERLAY(2.5 INCHES)
ANNE COURT	HENRY AVE	CUL DE SAC	ANNECT	010	174	31	5,394	R	AC		56	49	100	\$30,355	6,676	THICK AC OVERLAY(2.5 INCHES)
CHARLES ST	VALLEY RD	SAN PABLO AVE	CHARLE	010	534	33	17,622	R	AC		57	49	100	\$99,169	6,673	THICK AC OVERLAY(2.5 INCHES)
DORA COURT	FRANCIS DR	CUL DE SAC	DORACT	010	406	31	12,586	R	AC		56	49	100	\$70,829	6,674	THICK AC OVERLAY(2.5 INCHES)
ENCINA AVENUE	ROBLE AVE	DEAD END	ENCINA	010	386	28	10,808	R	AC		56	49	100	\$60,823	6,673	THICK AC OVERLAY(2.5 INCHES)
HAZEL STREET	DEAD END	PINON AVE	HAZEL	015	798	36	28,728	R	AC		57	50	100	\$161,669	6,641	THICK AC OVERLAY(2.5 INCHES)
HENRY AVENUE	RIDGECREST RD	LEWIS LN	HENRY	010	266	38	10,108	R	AC		59	50	100	\$56,884	6,708	THICK AC OVERLAY(2.5 INCHES)
MORAGA DRIVE	SAVAGE AVE	SIMAS AVE	MORAGA	010	918	36	33,048	R	AC		57	50	100	\$185,980	6,618	THICK AC OVERLAY(2.5 INCHES)
VALLEY AVENUE	SAN PABLO AVE	CHARLES AVE	VALLAV	010	165	28	4,620	R	AC		56	48	100	\$26,000	6,730	THICK AC OVERLAY(2.5 INCHES)
											Treatment Total		\$1,009,373			

Scenarios - Sections Selected for Treatment

Interest: 4.70%

Inflation: 3.00%

Printed: 5/2/2022

Scenario: #PTAP 22 - S4 - Average Needs

Year 2026 Area Total	3,471,985	Year 2026 Total	\$10,938,333
Grand Total Section Area:	12,598,383	Grand Total	\$55,001,056



SECTION V

- Backup Information
 - M&R Information

SECTION V – BACKUP INFORMATION

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
2NDAVE	010	2ND AVENUE	NOB HILL AVE	SAN PABLO AVE	566	27	15,282	Residential/Local	AC		47
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	72	81	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
3RDAVE	010	3RD AVENUE	NOB HILL AVE	SAN PABLO AVE	585	27	15,795	Residential/Local	AC		60
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	77	85	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
4THAVE	010	4TH AVENUE	MARLESTA AVE	NOB HILL AVE	263	26	6,838	Residential/Local	AC/AC		85
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THIN AC OVERLAY(1.5 INCHES)	0	0	18	100	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
4THAVE	020	4TH AVENUE	NOB HILL AVE	SAN PABLO AVE	611	26	15,886	Residential/Local	AC		62
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	81	89	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
5THAVE	010	5TH AVENUE	NOB HILL AVE	SAN PABLO AVE	656	26	17,056	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	82	89	\$0	☐			
	09/05/2019	SLURRY SEAL	17,056	0	58	69	\$0	☐	Crack seal, repair isolated base failures, slurry seal, and reinstall existing striping.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ADOBE	015	ADOBE ROAD	PAVEMENT CHANGE	CUL-DE-SAC	318	34	10,812	Residential/Local	AC		92
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	83	84	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	84	87	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	87	93	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ALFRED	010	ALFRED DRIVE	BELFAIR DR	HAZEL ST	376	31	11,656	Residential/Local	AC		85
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	81	88	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ALHAMB	010	ALHAMBRA WAY	MORAGA DR	CUL DE SAC	1,568	36	56,448	Residential/Local	AC		56
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	75	84	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ALICE	010	ALICE WAY	HENRY AVE	HENRY AVE	2,171	31	67,301	Residential/Local	AC		51
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	74	82	\$0	☐	Data entered after subsequent information recorded.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ALTAMI	010	ALTAMIRANO CIRCLE	FRANCISCA CT	FRANCISCA CT	628	24	15,072	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	56	68	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	71	74	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	74	78	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	78	86	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
AMEND	010	AMEND STREET	MANN DR	CUL DE SAC	973	36	35,028	Residential/Local	AC		92
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	78	86	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	83	84	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	84	87	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	87	93	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ANNECT	010	ANNE COURT	HENRY AVE	CUL DE SAC	174	31	5,394	Residential/Local	AC		56
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	57	68	\$0	☐	Data entered after subsequent information recorded.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ANTOCT	010	ANTONIA COURT	ANTONIA CIRCLE	CUL DE SAC	279	33	9,207	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	49	63	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	71	74	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	74	78	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	78	86	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ANTONI	010	ANTONIA CIRCLE	OAK RIDGE RD	OAK RIDGE RD	994	24	23,856	Residential/Local	AC		75
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	61	71	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
APPIAN	020	APPIAN WAY	MICHAEL DR	I-80 EAST ON RAMP	1,237	74	91,538	Arterial	AC/AC		80
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	39	58	\$0	☐			
	06/01/2009	THICK AC OVERLAY(2.5 INCHES)	0	0	93	100	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
APPIAN	030	APPIAN WAY	I-80 EAST ON RAMP	I-80 WEST ON RAMP	482	74	35,668	Arterial	AC/AC		80
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	29	53	\$0	☐			
	06/01/2009	THICK AC OVERLAY(2.5 INCHES)	0	0	91	100	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
APPIAN	040	APPIAN WAY	I-80 WEST ON RAMP	MANN DR	1,276	76	96,976	Arterial	AC/AC		81
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THIN AC OVERLAY(1.5 INCHES)	0	0	48	100	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
APPIAN	050	APPIAN WAY	MANN DR	SAN PABLO AVE	3,276	61	199,836	Arterial	AC/AC		81
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THIN AC OVERLAY(1.5 INCHES)	0	0	53	100	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BARRET	010	BARRETT COURT	PONDEROSA TR	CUL DE SAC	163	36	5,868	Residential/Local	AC		74
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2012	SLURRY SEAL	0	0	55	66	\$0	☐	Data entered after subsequent information recorded.		
	10/01/2018	SLURRY SEAL	0	0	68	77	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BAYVIE	010	BAY VIEW FARM ROAD	SUNNYVIEW DR	HOUSE #1059	333	38	12,654	Residential/Local	AC		88

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	81	88	\$0	☐	
09/07/2021	SEAL CRACKS	0	0	75	77	\$0	☐	
09/08/2021	DEEP PATCH	0	0	77	81	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	81	89	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BAYVIE	020	BAY VIEW FARM ROAD	HOUSE #1059	PINON AVE	1,352	38	51,376	Residential/Local	AC		53

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	71	80	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BELFAI	010	BELFAIR DRIVE	BAYVIEW FARM RD	PINON AVE	1,413	31	43,803	Residential/Local	AC		68

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	71	80	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BELMON	010	BELMONT WAY	MARLESTA RD	CUL-DE-SAC	734	36	26,198	Residential/Local	AC/AC		80

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2006	SLURRY SEAL	0	0	55	67	\$0	☒	Combined from BELMON010, BELMON020 6/25/2010
06/01/2009	THIN AC OVERLAY(1.5 INCHES)	0	0	52	100	\$0	☒	Data entered after subsequent information recorded. - Combined from BELMON010, BELMON020 6/25/2010
06/01/2009	THIN AC OVERLAY(1.5 INCHES)	0	0	73	100	\$0	☒	Combined from BELMON010, BELMON020 6/25/2010

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BERNAR	010	BERNARDO COURT	OAK RIDGE RD	CUL DE SAC	228	31	7,068	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	56	68	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	71	74	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	74	78	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	78	86	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BETTY	010	BETTY AVENUE	MEADOW AVE	EAST MEADOW AVE	407	24	9,768	Residential/Local	AC		47
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	75	83	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BLUEJA	010	BLUE JAY CIRCLE	GALBRETH RD	END OF LOOP	1,212	25	30,300	Residential/Local	AC		89
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	77	79	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	79	82	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	82	90	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BRENDA	010	BRENDA COURT	BELFAIR DR	CUL DE SAC	214	31	6,634	Residential/Local	AC		92
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	81	88	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	83	84	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	84	87	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	87	93	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BRETT	010	BRETT COURT	PINON AVE	CUL DE SAC	371	34	12,614	Residential/Local	AC		91

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	81	89	\$0	☐	
09/07/2021	SEAL CRACKS	0	0	81	83	\$0	☐	
09/08/2021	DEEP PATCH	0	0	83	86	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	86	92	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BUENAV	010	BUENA VISTA DRIVE	QUINAN AVE/PARK DR	HOUSE #440	1,507	23	34,661	Residential/Local	AC/AC		66

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2009	THICK AC OVERLAY(2.5 INCHES)	0	0	13	100	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
BUENAV	020	BUENA VISTA DRIVE	HOUSE #440	END OF LOOP	788	23	18,124	Residential/Local	AC/AC		93

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2009	THICK AC OVERLAY(2.5 INCHES)	0	0	8	100	\$0	☐	
09/07/2021	SEAL CRACKS	0	0	83	84	\$0	☐	
09/08/2021	DEEP PATCH	0	0	84	87	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	87	93	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
CALAIS	010	CALAIS DRIVE	CUL DE SAC (EAST)	ORLEANS DR	915	24	21,960	Residential/Local	AC		19

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	79	87	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
CANYON	010	CANYON DRIVE	APPIAN WAY	EL TORO WAY	1,144	38	43,472	Residential/Local	AC		87

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
09/01/2013	SLURRY SEAL	0	0	49	63	\$0	☐	Data entered after subsequent information recorded.
09/07/2021	SEAL CRACKS	0	0	74	76	\$0	☐	
09/08/2021	DEEP PATCH	0	0	76	80	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	80	88	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
CAROLO	431	CARLOTTA CIRCLE	GATELY DRIVE	GATELY DRIVE	1,403	33	46,299	Residential/Local	AC		72

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	78	86	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
CHARLE	010	CHARLES ST	VALLEY RD	SAN PABLO AVE	534	33	17,622	Residential/Local	AC		57

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	77	85	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
CHRIST	010	CHRISTIAN COURT	PONDEROSA TR	CUL DE SAC	272	36	9,792	Residential/Local	AC		71

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
09/01/2012	SLURRY SEAL	0	0	34	55	\$0	☐	Data entered after subsequent information recorded.
10/01/2018	SLURRY SEAL	0	0	42	59	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
CLARK	010	CLARK COURT	FARIA AVE	CUL DE SAC	429	32	13,728	Residential/Local	AC		84

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
09/01/2012	SLURRY SEAL	0	0	61	71	\$0	☐	Data entered after subsequent information recorded.
09/07/2021	SEAL CRACKS	0	0	69	72	\$0	☐	
09/08/2021	DEEP PATCH	0	0	72	76	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	76	84	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
COLINA	010	COLINA COURT	SAVAGE AVE	CUL DE SAC	137	30	4,110	Residential/Local	AC		85

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	81	88	\$0	☐	
09/07/2021	SEAL CRACKS	0	0	70	73	\$0	☐	
09/08/2021	DEEP PATCH	0	0	73	77	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	77	85	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
COLLIN	010A	COLLINS AVENUE	PINOLE VALLEY RD - WEST ENTRANCE	TOMAR CT	614	32	19,648	Residential/Local	AC		75

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	80	88	\$0	☐	Split From COLLIN 010A 9/9/2021
09/07/2021	SEAL CRACKS	0	0	56	59	\$0	☐	
09/08/2021	DEEP PATCH	0	0	59	66	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	66	75	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
COLLIN	010B	COLLINS AVENUE	TOMAR CT	PINOLE VALLEY RD - EAST ENTRANCE	754	32	24,128	Residential/Local	AC		75

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	80	88	\$0	☐	Split From COLLIN 010B 9/9/2021
09/07/2021	SEAL CRACKS	0	0	56	59	\$0	☐	
09/08/2021	DEEP PATCH	0	0	59	66	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	66	75	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
COLUSA	010	COLUSA STREET	ESTATES AVE	LA REINA ST	2,486	36	89,496	Residential/Local	AC		66
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2012	SEAL CRACKS	0	0	70	73	\$0	☐			
	06/02/2012	DEEP PATCH	0	0	73	77	\$0	☐			
	06/03/2012	SLURRY SEAL	0	0	77	85	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
CORTE	010	CORTE CRUZ COURT	HOKE DR	CUL DE SAC	544	33	17,952	Residential/Local	AC/AC		93
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THICK AC OVERLAY(2.5 INCHES)	0	0	22	100	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	83	84	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	84	87	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	87	93	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
CRESTV	010	CRESTVIEW DRIVE	SAN PABLO AVE	END OF LOOP	2,339	31	72,509	Residential/Local	AC		87
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/05/2019	SLURRY SEAL	72,509	0	80	88	\$0	☐	Crack seal, repair isolated base failures, slurry seal, and reinstall existing striping.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
CUADRA	010	CUADRA COURT	TENNENT AVE	DEAD END	382	32	12,224	Residential/Local	AC		58
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	75	84	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
CURRAN	010	CURRAN COURT	PONDEROSA TR	CUL DE SAC	356	36	12,816	Residential/Local	AC		47
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2012	SLURRY SEAL	0	0	62	72	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
CURRYC	432	CURRY COURT	CARLOTTA CIRCLE	CUL-DE-SAC	101	37	3,737	Residential/Local	AC		74
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	81	88	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
DANNY	010	DANNY COURT	BAYVIEW FARM RD	CUL DE SAC	405	36	14,580	Residential/Local	AC		85
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	78	86	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	70	73	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	73	77	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	77	85	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
DEANCT	010	DEAN COURT	PONDEROSA TR	CUL DE SAC	379	36	13,644	Residential/Local	AC		53
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2012	SLURRY SEAL	0	0	54	66	\$0	☐	Data entered after subsequent information recorded.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
DELMON	010	DEL MONTE DRIVE	PINOLE SHORES DR	CITY LIMITS	701	30	21,030	Residential/Local	AC		49
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	81	89	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
DORACT	010	DORA COURT	FRANCIS DR	CUL DE SAC	406	31	12,586	Residential/Local	AC		56
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	58	69	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
DOWNER	010	DOWNER STREET	PINOLE VALLEY RD	HENRY AVE	1,394	37	51,578	Residential/Local	AC		90
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	70	79	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	78	80	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	80	83	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	83	90	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
DUTRA	010	DUTRA COURT	HAZEL ST	CUL DE SAC	189	31	5,859	Residential/Local	AC		74
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	81	88	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
EBSER	010	EBSER COURT	SARAH DR	CUL DE SAC	213	36	7,668	Residential/Local	AC/AC		80
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THIN AC OVERLAY(1.5 INCHES)	0	0	10	100	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ELMST	020	ELM STREET	LAUREL AVE	FERN AVE	213	28	5,964	Residential/Local	AC/AC		37
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THIN AC OVERLAY(1.5 INCHES)	0	0	10	100	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ELTORO	010	EL TORO WAY	CANYON DR	CUL DE SAC	739	32	23,648	Residential/Local	AC		74
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	73	82	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
EMEADO	010	EAST MEADOW AVENUE	MEADOW AVE	MEADOW AVE	1,211	24	29,064	Residential/Local	AC		64
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	79	87	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
EMMADR	010	EMMA DRIVE	ALICE WAY	HENRY AVE	1,737	31	53,847	Residential/Local	AC		61
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	62	72	\$0	☐	Data entered after subsequent information recorded.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ENCINA	010	ENCINA AVENUE	ROBLE AVE	DEAD END	386	28	10,808	Residential/Local	AC		56
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	76	84	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ENLOWC	010	ENLOW COURT	PONDEROSA TR	CUL DE SAC	245	36	8,820	Residential/Local	AC		84
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2012	SLURRY SEAL	0	0	54	66	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	69	72	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	72	76	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	76	84	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
FAHEY	010	FAHEY COURT	HENRY AVE	CUL DE SAC	228	31	7,068	Residential/Local	AC		57
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	59	70	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
FARICT	010	FARIA COURT	FARIA AVE	CUL DE SAC	104	61	6,344	Residential/Local	AC		50
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2012	SLURRY SEAL	0	0	51	64	\$0	☐	Data entered after subsequent information recorded.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
FERNAV	010	FERN AVENUE	SAN PABLO AVE	VALLEYVIEW ST	519	28	14,532	Residential/Local	AC/AC		93
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THIN AC OVERLAY(1.5 INCHES)	0	0	50	100	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	83	84	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	84	87	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	87	93	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
FITZGE	010	FITGERALD DRIVE	CALTRANS RIGHT OF WAY	JOVITA LN	892	82	73,144	Collector	AC/AC		57
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THIN AC OVERLAY(1.5 INCHES)	0	0	76	100	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
FITZGE	020	FITGERALD DRIVE	JOVITA LN	APPIAN WAY	3,198	70	223,860	Collector	AC/AC		82
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THICK AC OVERLAY(2.5 INCHES)	0	0	37	100	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
FLAMIN	010	FLAMINGO COURT	GALBRETH RD	CUL DE SAC	234	33	7,722	Residential/Local	AC		90
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	79	81	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	81	84	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	84	91	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
FRANCI	15	FRANCIS DRIVE	CUL DE SAC	DEAD END (NORTH)	2,042	32	65,344	Residential/Local	AC		58
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	57	68	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
FRANCT	010	FRANCISCA COURT	OAK RIDGE RD	CUL DE SAC	864	32	27,648	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	54	66	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	73	75	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	75	79	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	79	87	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
FRASER	010	FRASER COURT	FRANCIS DR	CUL DE SAC	509	31	15,779	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	62	72	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	72	75	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	74	79	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	79	86	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
GALBRE	15A	GALBRETH ROAD	PINOLE VALLEY RD	BLUE JAY CIR	2,026	33	66,858	Residential/Local	AC		90
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	77	79	\$0	☐	FLAGGERS		
	09/08/2021	DEEP PATCH	0	0	79	83	\$0	☐	FLAGGERS		
	09/09/2021	SLURRY SEAL	0	0	83	90	\$0	☐	FLAGGERS		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
GALBRE	15B	GALBRETH ROAD	BLUE JAY CIR	END OF CUL DE SAC	608	33	20,064	Residential/Local	AC		90
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	77	79	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	79	83	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	83	90	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
GARRIT	010	GARRITY COURT	PONDEROSA TR	CUL DE SAC	476	36	17,136	Residential/Local	AC		33
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2012	SLURRY SEAL	0	0	33	55	\$0	☐	Data entered after subsequent information recorded.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
GATLEY	010	GATLEY DRIVE	PINOLE SHORES DRIVE	CARLOTTA CIR	119	25	2,975	Residential/Local	AC		79
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	79	87	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
GERZCT	010	GERZ COURT	ESTATES AVE	CUL DE SAC	227	32	7,264	Residential/Local	AC		81
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2012	SEAL CRACKS	0	0	82	84	\$0	☐			
	06/02/2012	DEEP PATCH	0	0	84	87	\$0	☐			
	06/03/2012	SLURRY SEAL	0	0	87	93	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
GLENCT	010	GLEN COURT	MARIONOLA WAY	CUL DE SAC	382	32	12,224	Residential/Local	AC		90
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	75	84	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	79	81	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	81	84	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	84	91	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HANLDR	010	HANLEY DRIVE	LIMERICK RD	MARLESTA RD	480	38	18,240	Residential/Local	AC		84
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	69	72	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	72	76	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	76	84	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HANSEN	010	HANSEN PLACE	ROBLE AVE	CUL DE SAC	236	26	6,136	Residential/Local	AC		47
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	69	78	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HAZEL	005	HAZEL STREET	SUNNYVIEW DR	DEAD END	270	36	9,720	Residential/Local	AC		88
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	78	86	\$0	☐	Split From HAZEL 005 11/26/2012		
	09/07/2021	SEAL CRACKS	0	0	75	77	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	77	81	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	81	89	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HAZEL	015	HAZEL STREET	DEAD END	PINON AVE	798	36	28,728	Residential/Local	AC		57
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	78	86	\$0	☐	Split From HAZEL 015 11/26/2012		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HENRY	010	HENRY AVENUE	RIDGECREST RD	LEWIS LN	266	38	10,108	Residential/Local	AC		59
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	0	0	\$0	☐	AM/PM SPLIT W/ FLAGGERS		
	09/08/2021	DEEP PATCH	0	0	0	45	\$0	☐	AM/PM SPLIT W/ FLAGGERS		
	09/09/2021	SLURRY SEAL	0	0	45	60	\$0	☐	AM/PM SPLIT W/ FLAGGERS		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HENRY	020	HENRY AVENUE	LEWIS LN	OAK RIDGE DR	1,044	38	39,672	Residential/Local	AC		88
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	63	73	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	75	77	\$0	☐	AM/PM SPLIT W/ FLAGGERS		
	09/08/2021	DEEP PATCH	0	0	77	81	\$0	☐	AM/PM SPLIT W/ FLAGGERS		
	09/09/2021	SLURRY SEAL	0	0	81	89	\$0	☐	AM/PM SPLIT W/ FLAGGERS		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HENRY	030	HENRY AVENUE	OAK RIDGE DR	PINOLE VALLEY RD	1,901	38	72,238	Residential/Local	AC		88
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	60	71	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	75	77	\$0	☐	AM/PM SPLIT W/ FLAGGERS		
	09/08/2021	DEEP PATCH	0	0	77	81	\$0	☐	AM/PM SPLIT W/ FLAGGERS		
	09/09/2021	SLURRY SEAL	0	0	81	89	\$0	☐	AM/PM SPLIT W/ FLAGGERS		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HENRY	040	HENRY AVENUE	PINOLE VALLEY RD	ALICE WAY	1,606	37	59,422	Residential/Local	AC		66
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	71	80	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HENRY	050	HENRY AVENUE	ALICE WAY	FRANCIS DR	926	37	34,262	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	72	80	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	73	75	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	75	79	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	79	87	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HENRY	060	HENRY AVENUE	FRANCIS DR	DEAD END	1,437	31	44,547	Residential/Local	AC		69
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	59	70	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HERMCT	010	HERMOSA COURT	ESTATES AVE	CUL DE SAC	141	27	3,807	Residential/Local	AC		51
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2012	SEAL CRACKS	0	0	64	67	\$0	☐			
	06/02/2012	DEEP PATCH	0	0	67	72	\$0	☐			
	06/03/2012	SLURRY SEAL	0	0	72	81	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HERMST	010	HERMOSA STREET	ESTATES AVE	LUCAS ST	940	32	30,080	Residential/Local	AC		65

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2012	SEAL CRACKS	0	0	70	73	\$0	☐	
06/02/2012	DEEP PATCH	0	0	73	77	\$0	☐	
06/03/2012	SLURRY SEAL	0	0	77	85	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HERMST	020	HERMOSA STREET	LUCAS AVE	SIMAS AVE	1,217	32	38,944	Residential/Local	AC		87

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2012	SEAL CRACKS	0	0	75	78	\$0	☐	
06/02/2012	DEEP PATCH	0	0	78	81	\$0	☐	
06/03/2012	SLURRY SEAL	0	0	81	89	\$0	☐	
09/07/2021	SEAL CRACKS	0	0	73	76	\$0	☐	
09/08/2021	DEEP PATCH	0	0	76	80	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	80	88	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HIGUER	010	HIGUERA AVENUE	RAMONA ST	ALAMO ST	379	32	12,128	Residential/Local	AC		89

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
09/01/2012	SLURRY SEAL	0	0	71	80	\$0	☐	Data entered after subsequent information recorded.
09/07/2021	SEAL CRACKS	0	0	77	79	\$0	☐	
09/08/2021	DEEP PATCH	0	0	79	83	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	83	90	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HILLVI	010	HILL VIEW LANE	FARIA AVE	PONDEROSA TR	1,079	36	38,844	Residential/Local	AC		70

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
09/01/2012	SLURRY SEAL	0	0	51	64	\$0	☐	Data entered after subsequent information recorded.
10/01/2018	SLURRY SEAL	0	0	62	72	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HOKECT	010	HOKE COURT	CORTE CRUZ	CUL DE SAC	552	33	18,216	Residential/Local	AC/AC		94
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THICK AC OVERLAY(2.5 INCHES)	0	0	20	100	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	85	86	\$0	☐	Data entered after subsequent information recorded.		
	09/08/2021	DEEP PATCH	0	0	86	89	\$0	☐	Data entered after subsequent information recorded.		
	09/09/2021	SLURRY SEAL	0	0	89	94	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HOLLID	010	HOLLIDAY COURT	PONDEROSA TR	CUL DE SAC	207	36	7,452	Residential/Local	AC		55
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2012	SLURRY SEAL	0	0	53	65	\$0	☐	Data entered after subsequent information recorded.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
HUTCHI	010	HUTCHINSON COURT	PINON AVE	CUL DE SAC	521	34	17,714	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	71	80	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	73	75	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	75	79	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	79	87	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
IGNACI	010	IGNACIO COURT	OAK RIDGE RD	CUL DE SAC	106	40	4,240	Residential/Local	AC		88
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	55	67	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	75	77	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	77	81	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	81	89	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
JOHNST	010	JOHN STREET	SAN PABLO AVE	PRIVATE DRIVE	686	25	17,150	Residential/Local	AC		89
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	77	79	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	79	83	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	83	90	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
KELLEY	010	KELLEY COURT	MANN DR	CUL DE SAC	234	26	6,084	Residential/Local	AC		74
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	82	89	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
KYERST	010	KYER STREET	HERMOSA ST	ESTATES AVE	491	32	15,712	Residential/Local	AC		64
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2012	SEAL CRACKS	0	0	68	71	\$0	☐			
	06/02/2012	DEEP PATCH	0	0	71	75	\$0	☐			
	06/03/2012	SLURRY SEAL	0	0	75	84	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
LACANA	010	LA CANADA COURT	SAVAGE AVE	CUL DE SAC	424	32	13,568	Residential/Local	AC		85
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	70	79	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	70	73	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	73	77	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	77	85	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
LAREIN	010	LA REINA STREET	HERMOSA ST	RAMONA ST	525	36	18,900	Residential/Local	AC		88
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2012	SEAL CRACKS	0	0	76	79	\$0	☐			
	06/02/2012	DEEP PATCH	0	0	79	82	\$0	☐			
	06/03/2012	SLURRY SEAL	0	0	82	89	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	75	77	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	77	81	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	81	89	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
LASALC	010	LA SALLE COURT	LA SALLE DR	CUL DE SAC	239	24	5,736	Residential/Local	AC		11
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	81	89	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
LASALL	010	LA SALLE DRIVE	TENNENT AVE	CALAIS DR	367	24	8,808	Residential/Local	AC		27
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	81	88	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
LAUREL	010	LAUREL AVENUE	SAN PABLO AVE	PRIVATE DRIVE	586	28	16,408	Residential/Local	AC/AC		84
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THICK AC OVERLAY(2.5 INCHES)	0	0	24	100	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	69	72	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	72	77	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	77	85	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
LEFEBV	010	LE FEBVRE WAY	SUMMIT DR	TEMP DEAD END	477	29	13,833	Residential/Local	AC		46
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	38	57	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
LEROY	010	LEROY AVENUE	LE FABVRE WY	CUL DE SAC	407	28	11,396	Residential/Local	AC		53
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	49	63	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
LOPESL	010	LOPES LANE	LOPES COURT	DEAD END	236	21	4,956	Residential/Local	AC		90
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	79	81	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	81	84	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	84	91	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
LUCAS	010	LUCAS AVENUE	ESTATES AVE	RAMONA ST	970	32	31,040	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2012	SEAL CRACKS	0	0	65	68	\$0	☐	Data entered after subsequent information recorded.		
	06/02/2012	DEEP PATCH	0	0	68	73	\$0	☐			
	06/03/2012	SLURRY SEAL	0	0	73	82	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	73	75	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	75	79	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	79	87	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
LUCAS	020	LUCAS AVENUE	RAMONA ST	CUL DE SAC	175	29	5,075	Residential/Local	AC		55
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2012	SEAL CRACKS	0	0	65	68	\$0	☐	Data entered after subsequent information recorded.		
	06/02/2012	DEEP PATCH	0	0	68	73	\$0	☐			
	06/03/2012	SLURRY SEAL	0	0	73	82	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MADRON	010	MADRONE AVENUE	SAN PABLO AVE	PRIVATE DRIVE	141	16	2,256	Residential/Local	AC		75
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	80	88	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MAJORV	010	MAJOR VISTA COURT	CRESTVIEW DR	CUL DE SAC	555	31	17,205	Residential/Local	AC		87
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/05/2019	SLURRY SEAL	17,205	0	81	89	\$0	☐	Crack seal, repair isolated base failures, slurry seal, and reinstall existing striping.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MANNDR	005	MANN DRIVE	APPIAN WAY	PAVEMENT CHANGE	642	37	23,754	Residential/Local	AC		21
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	69	78	\$0	☐	Split From MANNDR 005 6/25/2010		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MANNDR	015	MANN DRIVE	PAVEMENT CHANGE	MCDONALD DR	1,091	37	40,367	Residential/Local	AC		67
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	69	78	\$0	☐	Split From MANNDR 015 6/25/2010		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MARLES	020	MARLESTA ROAD	HOUSE #600	KILDARE WAY	1,241	38	47,158	Collector	AC		91
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	79	87	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	79	81	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	81	85	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	85	91	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MARLES	030	MARLESTA ROAD	KILDARE WAY	MCDONALD DR	1,700	36	61,200	Collector	AC		63
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	75	84	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MARLES	040	MARLESTA ROAD	MCDONALD DR	APPIAN WAY	1,536	36	55,296	Collector	AC		69
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	70	79	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MCDONA	010	MCDONALD DRIVE	MARLESTA RD	CUL DE SAC	1,844	37	68,228	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	82	89	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	71	74	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	74	78	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	78	86	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MEADOW	010	MEADOW AVENUE	MARLESTA RD	NOB HILL AVE	687	24	16,488	Residential/Local	AC		89
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	77	79	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	79	83	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	83	90	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MEENA	433	MEEHAN COURT	CARLOTTA CIRCLE	CUL-DE-SAC	129	38	4,902	Residential/Local	AC		77
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	80	88	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MONTCL	010	MONTCLAIR COURT	SANTA BARBARA DR	CUL DE SAC	204	32	6,528	Residential/Local	AC		84
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2012	SEAL CRACKS	0	0	77	79	\$0	☐			
	06/02/2012	DEEP PATCH	0	0	79	82	\$0	☐			
	06/03/2012	SLURRY SEAL	0	0	82	90	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	69	72	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	72	76	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	76	84	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MONTEV	010	MONTE VERDE DRIVE	PINOLE VALLEY RD	ALHAMBRA WAY	1,126	36	40,536	Residential/Local	AC		62
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	68	77	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MONTVI	010	MONTE VISTA DRIVE	PINOLE VALLEY DR	ALHAMBRA WAY	1,403	36	50,508	Residential/Local	AC		55
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	81	88	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MORAGA	010	MORAGA DRIVE	SAVAGE AVE	SIMAS AVE	918	36	33,048	Residential/Local	AC		57
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	69	78	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
MORAGA	020	MORAGA DRIVE	SIMAS AVE	TAMALPAIS DR	854	32	27,328	Residential/Local	AC		92
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	82	83	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	83	86	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	86	93	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
NOBHIL	010	NOB HILL AVENUE	MEADOW AVE	SUNNYVIEW DR	949	24	22,776	Residential/Local	AC		88
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	82	89	\$0	☐			
	09/05/2019	SLURRY SEAL	22,776	0	76	84	\$0	☐	Crack seal, repair isolated base failures, slurry seal, and reinstall existing striping.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
NOBHIL	020	NOB HILL AVENUE	SUNNYVIEW DR	HOUSE #1100	502	32	16,064	Residential/Local	AC		62
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	82	89	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
NOBHIL	030	NOB HILL AVENUE	HOUSE #1100	APPIAN WAY	1,353	32	43,296	Residential/Local	AC/AC		93
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THICK AC OVERLAY(2.5 INCHES)	0	0	43	100	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	84	85	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	85	88	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	88	94	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
OAKRID	010	OAK RIDGE ROAD	HENRY AVE	IGNACIO CT	472	30	14,160	Collector	AC		75
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	76	84	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
OAKRID	020	OAK RIDGE ROAD	IGNACIO CT	SAN PABLO AVE	1,464	27	39,528	Collector	AC		80
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	70	79	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
OCONNE	010	O CONNOR DRIVE	CITY LIMITS (HOUSE #401)	BANTRY RD	479	34	16,286	Residential/Local	AC		87
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/05/2019	SLURRY SEAL	16,286	0	83	90	\$0	☐	Crack seal, repair isolated base failures, slurry seal, and reinstall existing striping.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ORLEAN	010	ORLEANS DRIVE	CUL DE SAC (WEST)	TENNENT AVE	1,158	25	28,950	Residential/Local	AC		22
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	70	79	\$0	☐			
	10/01/2021	DEEP PATCH	0	0	17	43	\$0	☐			
	10/02/2021	SEAL CRACKS	0	0	43	47	\$0	☐			
	10/03/2021	SLURRY SEAL	0	0	47	61	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ORLEAN	020	ORLEANS DRIVE	TENNENT AVE	NORTH DEAD END	483	24	11,592	Residential/Local	AC/AC		90
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THIN AC OVERLAY(1.5 INCHES)	0	0	32	100	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	78	80	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	80	83	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	83	90	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PALOMA	010	PALOMA STREET	ESTATES AVE	DEAD END	802	38	30,476	Residential/Local	AC		62
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2012	SEAL CRACKS	0	0	58	62	\$0	☐			
	06/02/2012	DEEP PATCH	0	0	62	68	\$0	☐			
	06/03/2012	SLURRY SEAL	0	0	68	77	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PARKST	010	PARK STREET	QUINAN AVE	TENNENT AVE	235	35	8,225	Residential/Local	AC		77
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	73	82	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	59	62	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	62	68	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	68	77	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PATRIC	010	PATRICK DRIVE	DEAD END SOUTH OF SUNNYVIEW DR	NOB HILL AVE	1,030	25	25,750	Residential/Local	AC		66
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	82	89	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PINOLE	010	PINOLE SHORES DRIVE	SAN PABLO AVE	100 SOUTH OF OVERPASS	531	65	34,515	Residential/Local	AC		41
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	74	82	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PINOLE	020	PINOLE SHORES DRIVE	100 SOUTH OF OVERPASS	DEL MONTE DR	917	42	38,514	Residential/Local	AC		45
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	77	85	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PINOLE	030	PINOLE SHORES DRIVE	DEL MONTE DR	CUL DE SAC	592	42	24,864	Residential/Local	AC		88
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	81	89	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	75	77	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	77	81	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	81	89	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PINOLV	035	PINOLE VALLEY ROAD	COLLINS AVE (NORTH SIMAS AVE INT)		760	50	38,000	Arterial	AC/AC		31

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2003	2 INCH OVERLAY	0	0	55	100	\$0	☐	Data entered after subsequent information recorded. - Split From PINOLV 035 6/25/2010

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PINOLV	045	PINOLE VALLEY ROAD	SIMAS AVE	GRANADA CT	1,929	61	117,669	Arterial	AC/AC		71

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2003	2 INCH OVERLAY	0	0	55	100	\$0	☐	Data entered after subsequent information recorded. - Split From PINOLV 045 6/25/2010

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PINOLV	050	PINOLE VALLEY ROAD	GRANADA CT	ESTATES AVE	2,502	61	152,622	Arterial	AC/AC		71

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2003	2 INCH OVERLAY	0	0	49	100	\$0	☐	Data entered after subsequent information recorded.

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PINONA	010	PINON AVENUE	SAN PABLO AVE	BELFAIR DR	1,448	38	55,024	Residential/Local	AC		46

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	73	81	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PINONA	020	PINON AVENUE	BELFAIR DR	DEAD END	547	38	20,786	Residential/Local	AC		55

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	80	88	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PONDER	010	PONDEROSA TRAIL	FARIA AVE	FARIA AVE	2,036	36	73,296	Residential/Local	AC		76

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
09/01/2012	SLURRY SEAL	0	0	57	69	\$0	☐	Data entered after subsequent information recorded.
10/01/2018	SLURRY SEAL	0	0	72	81	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PONDER	020A	PONDEROSA TRAIL	FARIA AVE	HOLIDAY CT	634	38	24,092	Residential/Local	AC		85

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
09/01/2012	SLURRY SEAL	0	0	64	74	\$0	☐	Data entered after subsequent information recorded. - Split From PONDER 020A 9/9/2021
09/07/2021	SEAL CRACKS	0	0	70	73	\$0	☐	
09/08/2021	DEEP PATCH	0	0	73	77	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	77	85	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PONDER	020B	PONDEROSA TRAIL	HOLIDAY CT	DEAD END SOUTH OF ALAMO ST	1,531	38	58,178	Residential/Local	AC		85

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
09/01/2012	SLURRY SEAL	0	0	64	74	\$0	☐	Data entered after subsequent information recorded. - Split From PONDER 020B 9/9/2021
09/07/2021	SEAL CRACKS	0	0	70	73	\$0	☐	
09/08/2021	DEEP PATCH	0	0	73	77	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	77	85	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
POQUIT	010	POQUITO COURT	CUL DE SAC S. OF CANYON DR	CUL DE SAC N. OF CANYON DR	253	34	8,602	Residential/Local	AC		48

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
09/01/2013	SLURRY SEAL	0	0	44	60	\$0	☐	Data entered after subsequent information recorded.

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PRIMRO	010	PRIMROSE LANE	PINON AVE	LOPES CT	546	32	17,472	Residential/Local	AC		48
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	52	65	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
PRIMRO	020	PRIMROSE LANE	LOPES CT	CUL DE SAC	665	32	21,280	Residential/Local	AC		91
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	81	88	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	81	83	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	83	86	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	86	92	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
QUINAN	010	QUINAN AVENUE	SAN PABLO AVE	BUENA VISTA DR (SOUTH INT)	533	36	19,188	Residential/Local	AC		54
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	61	71	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
RAFAEL	010	RAFAELA STREET	PINOLE VALLEY RD	JOHN ST	502	28	14,056	Residential/Local	AC		85
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	70	73	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	73	77	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	77	85	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
RAMEY	010	RAMEY COURT	ORLEANS DR	CUL DE SAC	121	25	3,025	Residential/Local	AC		37
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	40	58	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
RIDGEC	010	RIDGECREST ROAD	CANYON DR	HOUSE #1569	367	32	11,744	Residential/Local	AC		74
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	32	54	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	55	58	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	58	65	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	65	75	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
RIDGEC	020	RIDGECREST ROAD	HOUSE #1569	TESORO CT	1,880	37	69,560	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	57	69	\$0	☐	Data entered after subsequent information recorded.		
	09/07/2021	SEAL CRACKS	0	0	72	75	\$0	☐	FLAGGERS - AM/PM SPLIT		
	09/08/2021	DEEP PATCH	0	0	75	79	\$0	☐	FLAGGERS - AM/PM SPLIT		
	09/09/2021	SLURRY SEAL	0	0	79	87	\$0	☐	FLAGGERS - AM/PM SPLIT		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
RISING	010	RISING GLEN ROAD	MARLESTA RD	CUL DE SAC	897	32	28,704	Residential/Local	AC		70
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	58	69	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ROBERT	010	ROBERT COURT	ALICE WAY	CUL DE SAC	211	27	5,697	Residential/Local	AC		55
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	SLURRY SEAL	0	0	51	64	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ROBLE	010	ROBLE AVENUE	SAN PABLO AVE	ENCINA AVE	251	28	7,028	Residential/Local	AC/AC		85
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THICK AC OVERLAY(2.5 INCHES)	0	0	72	100	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ROBLE	020	ROBLE AVENUE	ENCINA AVE	PINON AVE	420	29	12,180	Residential/Local	AC		47
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	56	67	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ROGERS	010	ROGERS WAY	NOB HILL AVE	SAN PABLO AVE	650	32	20,800	Residential/Local	AC		83
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	70	79	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	68	71	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	71	75	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	75	84	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
RUFFAV	010	RUFF AVENUE	FARIA AVE	PALOMA ST	1,113	32	35,616	Residential/Local	AC		94
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2012	SEAL CRACKS	0	0	54	58	\$0	☐			
	06/02/2012	DEEP PATCH	0	0	58	65	\$0	☐			
	06/03/2012	SLURRY SEAL	0	0	65	74	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
RUFFCT	010	RUFF COURT	FARIA ST	CUL DE SAC	371	32	11,872	Residential/Local	AC		84
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2012	SEAL CRACKS	0	0	65	68	\$0	☐			
	06/02/2012	DEEP PATCH	0	0	68	73	\$0	☐			
	06/03/2012	SLURRY SEAL	0	0	73	82	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	69	72	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	72	76	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	76	84	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SANPAB	020	SAN PABLO AVENUE	BELMONT WAY	PINOLE SHORES DR	1,813	58	105,154	Arterial	AC		48
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2003	DEEP PATCH	0	0	47	57	\$0	☐	Data entered after subsequent information recorded.		
	06/01/2003	SLURRY SEAL	0	0	57	68	\$0	☐	Data entered after subsequent information recorded.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SANPAB	030	SAN PABLO AVENUE	PINOLE SHORES DR	SUNNYVIEW DR	1,506	72	108,432	Arterial	AC/AC		77
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2003	DEEP PATCH	0	0	63	69	\$0	☐	Data entered after subsequent information recorded.		
	06/01/2003	SLURRY SEAL	0	0	69	78	\$0	☐	Data entered after subsequent information recorded.		
	09/01/2015	AC OVERLAY	0	0	68	100	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SANPAB	040	SAN PABLO AVENUE	SUNNYVIEW DR	APPIAN WAY	1,892	72	136,224	Arterial	AC/AC		78
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2003	DEEP PATCH	0	0	61	67	\$0	☐	Data entered after subsequent information recorded.		
	06/01/2003	SLURRY SEAL	0	0	67	76	\$0	☐	Data entered after subsequent information recorded.		
	09/01/2015	AC OVERLAY	0	0	61	100	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SANPAB	050	SAN PABLO AVENUE	APPIAN WAY	OAK RIDGE RD	1,706	66	112,596	Arterial	AC		55
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2003	DEEP PATCH	0	0	66	71	\$0	☐	Data entered after subsequent information recorded.		
	06/01/2003	SLURRY SEAL	0	0	71	80	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SANTAB	010	SANTA BARBARA DRIVE	RAMONA ST	SILVERADO DR	843	36	30,348	Residential/Local	AC		83

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2012	SEAL CRACKS	0	0	66	69	\$0	☐	
06/02/2012	DEEP PATCH	0	0	69	73	\$0	☐	
06/03/2012	SLURRY SEAL	0	0	73	82	\$0	☐	
09/07/2021	SEAL CRACKS	0	0	68	71	\$0	☐	
09/08/2021	DEEP PATCH	0	0	71	75	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	75	84	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SARACT	010	SARAH COURT	SHEA DR	CUL DE SAC	756	44	33,264	Residential/Local	AC/AC		90

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2009	THICK AC OVERLAY(2.5 INCHES)	0	0	9	100	\$0	☐	Data entered after subsequent information recorded.
09/07/2021	SEAL CRACKS	0	0	78	80	\$0	☐	
09/08/2021	DEEP PATCH	0	0	80	83	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	83	90	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SAVAGE	015	SAVAGE AVENUE	SIMAS AVE	PINOLE VALLEY RD	2,425	38	92,150	Residential/Local	AC		68

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	67	77	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SEVILL	010	SEVILLE COURT	MONTE VERDE DRIVE	CUL DE SAC	569	32	18,208	Residential/Local	AC		46

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	72	81	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SILVCT	010	SILVERCREST COURT	VICTOR AVE	CUL DE SAC	554	31	17,174	Residential/Local	AC		87
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	73	76	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	76	80	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	80	87	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SILVST	010	SILVERCREST STREET	VICTOR AVE	DEAD END	389	31	12,059	Residential/Local	AC		90
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	79	81	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	81	84	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	84	91	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SIMAS	010	SIMAS AVENUE	PINOLE VALLEY RD	DIABLO CT	1,746	38	66,348	Collector	AC/AC		83
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/25/2010	THIN AC OVERLAY(1.5 INCHES)	0	0	92	100	\$0	☐	Split From SIMAS 008 11/26/2012		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SIMAS	015	SIMAS AVENUE	DIABLO CT	APPALOOSA TR	2,628	38	99,864	Collector	AC/AC		83
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/25/2010	THIN AC OVERLAY(1.5 INCHES)	0	0	92	100	\$0	☐	Split From SIMAS 012 11/26/2012		
	09/01/2013	AC OVERLAY	0	0	24	100	\$0	☐	Data entered after subsequent information recorded.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SIMAS	020	SIMAS AVENUE	APPALOOSA TR	PINOLE VALLEY RD	2,111	36	75,996	Collector	AC/AC		83
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2014	AC OVERLAY	0	0	27	100	\$0	☐	Data entered after subsequent information recorded.		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SONOMA	010	SONOMA WAY	MORAGA DR	MENDOCINO AVE	982	32	31,424	Residential/Local	AC		88

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
09/07/2021	SEAL CRACKS	0	0	76	78	\$0	☐	
09/08/2021	DEEP PATCH	0	0	78	82	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	82	89	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SUMMCT	010	SUMMIT COURT	SUMMIT DR	CUL DE SAC	118	30	3,540	Residential/Local	AC		89

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	81	89	\$0	☐	
09/07/2021	SEAL CRACKS	0	0	77	79	\$0	☐	
09/08/2021	DEEP PATCH	0	0	79	83	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	83	90	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SUMMDR	010	SUMMIT DRIVE	CUL DE SAC (SOUTH)	BUENA VISTA DR	493	24	11,832	Residential/Local	AC		75

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	81	89	\$0	☐	
09/07/2021	SEAL CRACKS	0	0	55	59	\$0	☐	
09/08/2021	DEEP PATCH	0	0	59	65	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	65	75	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SUMMDR	020	SUMMIT DRIVE	BUENA VISTA DR	CUL DE SAC (NORTH-EAST)	884	28	24,752	Residential/Local	AC		83

Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments
06/01/2007	SLURRY SEAL	0	0	79	87	\$0	☐	
09/07/2021	SEAL CRACKS	0	0	68	71	\$0	☐	
09/08/2021	DEEP PATCH	0	0	71	75	\$0	☐	
09/09/2021	SLURRY SEAL	0	0	75	84	\$0	☐	

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SUNVCT	010	SUNNYVIEW COURT	MARLESTA DR	CUL DE SAC	261	25	6,525	Residential/Local	AC/AC		85
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2009	THIN AC OVERLAY(1.5 INCHES)	0	0	10	100	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SUNVDR	010	SUNNYVIEW DRIVE	MARELSTA RD	SAN PABLO AVE	1,108	34	37,672	Residential/Local	AC		89
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2006	SLURRY SEAL	0	0	82	89	\$0	☐			
	09/07/2021	SEAL CRACKS	0	0	77	79	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	79	83	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	83	90	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SUNVDR	020A	SUNNYVIEW DRIVE	SAN PABLO AVE	BAY VIEW FARM RD	600	38	22,800	Residential/Local	AC		89
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	80	88	\$0	☐	Split From SUNVDR 020A 9/9/2021		
	09/07/2021	SEAL CRACKS	0	0	75	77	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	77	81	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	81	88	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
SUNVDR	020B	SUNNYVIEW DRIVE	BAY VIEW FARM RD	DEAD END AT WOY CIRCLE	1,197	38	45,486	Residential/Local	AC		89
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	80	88	\$0	☐	Split From SUNVDR 020B 9/9/2021		
	09/07/2021	SEAL CRACKS	0	0	75	77	\$0	☐	FLAGGERS		
	09/08/2021	DEEP PATCH	0	0	77	81	\$0	☐	FLAGGERS		
	09/09/2021	SLURRY SEAL	0	0	81	88	\$0	☐	FLAGGERS		

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
TENNAV	020	TENNENT AVENUE	SAN PABLO AVE	LA SALLE DR	1,368	36	49,248	Arterial	AC		24
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	54	66	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
TENNAV	030	TENNENT AVENUE	LA SALLE DR	BRIDGE	1,576	36	56,736	Arterial	AC		21
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	63	74	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
TENNCT	010	TENNENT COURT	TENNENT AVE	CUL DE SAC	158	24	3,792	Residential/Local	AC		28
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	72	81	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
TESORO	010	TESORO COURT	RIDGECREST RD	CUL DE SAC	447	32	14,304	Residential/Local	AC		87
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/01/2013	SLURRY SEAL	0	0	71	80	\$0	☐	Data entered after subsequent information recorded.		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
TOMAR	010	TOMAR COURT	COLLINS AVE	CUL DE SAC	107	32	3,424	Residential/Local	AC		45
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	81	88	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
VALLAV	010	VALLEY AVENUE	SAN PABLO AVE	CHARLES AVE	165	28	4,620	Residential/Local	AC		56
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	79	87	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
VALLDR	010	VALLEY VIEW DRIVE	FERN AVE	BUENA VISTA DR	189	28	5,292	Residential/Local	AC		85
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	71	74	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	74	78	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	78	86	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
VICTOR	020	VICTOR STREET	WRIGHT AVE	SILVERCREST ST	1,127	36	40,572	Residential/Local	AC		85
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	70	73	\$0	☐	FLAGGERS		
	09/08/2021	DEEP PATCH	0	0	73	77	\$0	☐	FLAGGERS		
	09/09/2021	SLURRY SEAL	0	0	77	85	\$0	☐	FLAGGERS		
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
WHIPOR	010	WHIPPOORWILL COURT	GALBRETH RD	CUL DE SAC	609	33	20,097	Residential/Local	AC		86
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	72	75	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	75	79	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	79	87	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
WILDE	010	WILDE COURT	KILDARE WAY	CUL DE SAC	201	36	7,236	Residential/Local	AC		88
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	75	77	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	77	81	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	81	89	\$0	☐			

St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
WOODSI	010	WOODSIDE COURT	VICTOR AVE	CUL DE SAC	561	31	17,391	Residential/Local	AC		87
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	09/07/2021	SEAL CRACKS	0	0	73	76	\$0	☐			
	09/08/2021	DEEP PATCH	0	0	76	80	\$0	☐			
	09/09/2021	SLURRY SEAL	0	0	80	87	\$0	☐			
St ID	Sec ID	Street Name	Begin Location	End Location	Length	Width	Area	Functional Class	Surface Type	Area ID	Current PCI
ZOECT	010	ZOE COURT	ORLEANS DR	CUL DE SAC	271	27	7,317	Residential/Local	AC		44
	Maintenance Date	Treatment	Sq. Ft.	Thickness	PCI Prior to M&R	PCI after M&R	Cost of Maintenance	Pre-Combine?	Comments		
	06/01/2007	SLURRY SEAL	0	0	58	69	\$0	☐			

ATTACHMENT B



CITY ROAD CONDITION AND PAVEMENT MANAGEMENT PROGRAM UPDATE

APRIL 18, 2023
294 of 541

Agenda

- What is PTAP?
- What is PCI?
- City Network Summary
- Current Pavement Condition Categories
- PCI Comparisons for Bay Area Jurisdictions
- Funding & Treatments
- Funding Scenarios

What is PTAP?

- PTAP is a regional program in the Bay Area to update and assess overall pavement condition –

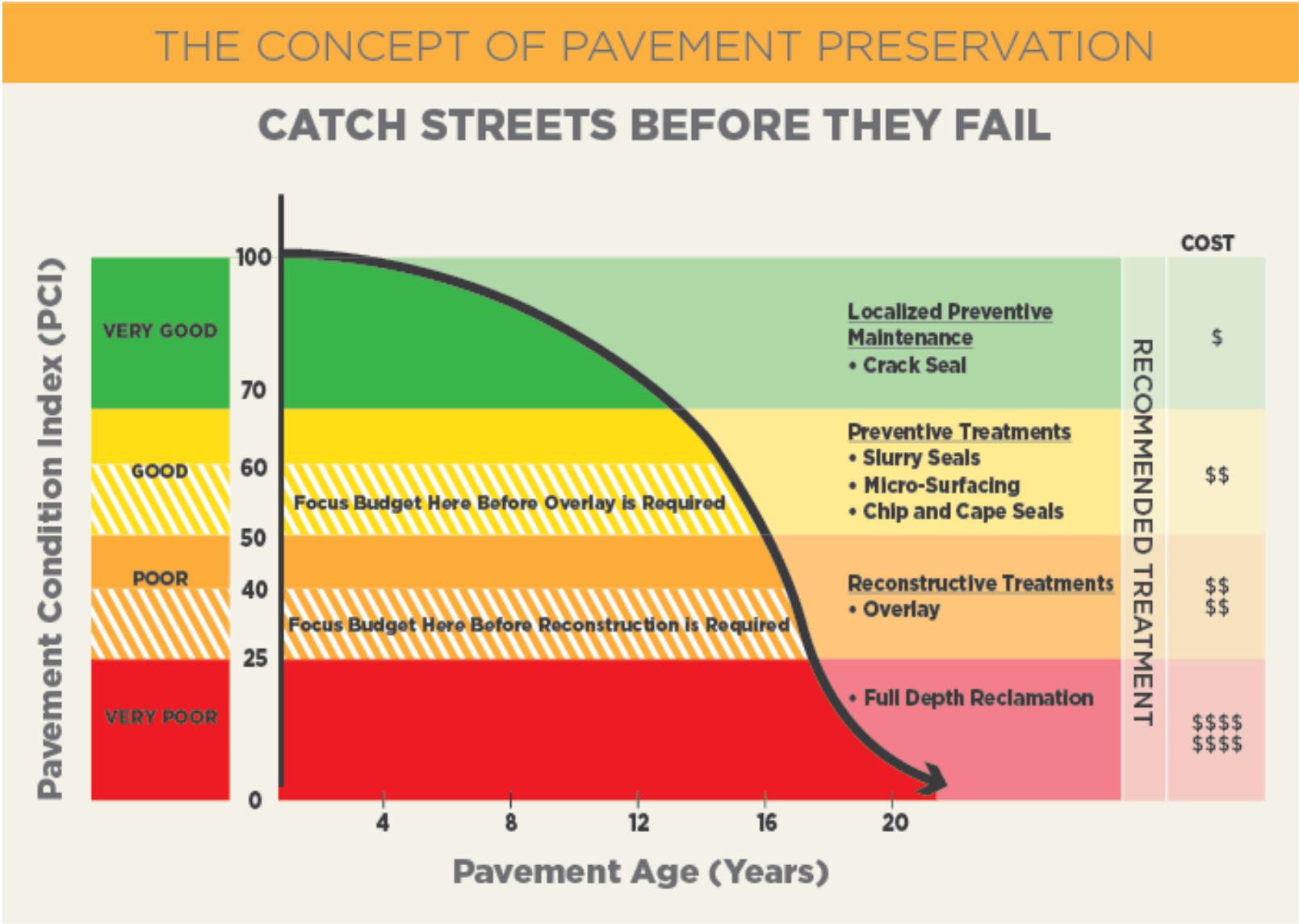
Pavement Management Technical Assistance Program

- Metropolitan Transportation Commission (MTC) offers grants thru PTAP to provide technical and financial assistance to cities & counties for a Pavement Management System (PMS)
- Every two years, the City must have a PMS certified by MTC to be eligible for various federal street maintenance grants
- PTAP steps:
 - Grant match for P-TAP Round 22 for Pavement Management System Update
 - Consultant assigned to inspect entire street network system
 - Enter inspection data into a pavement management database – StreetSaver
 - Generate Pavement Condition Index (PCI)
 - Generate pavement treatment recommendations based on various funding scenarios

What is PCI?

Pavement Condition Index

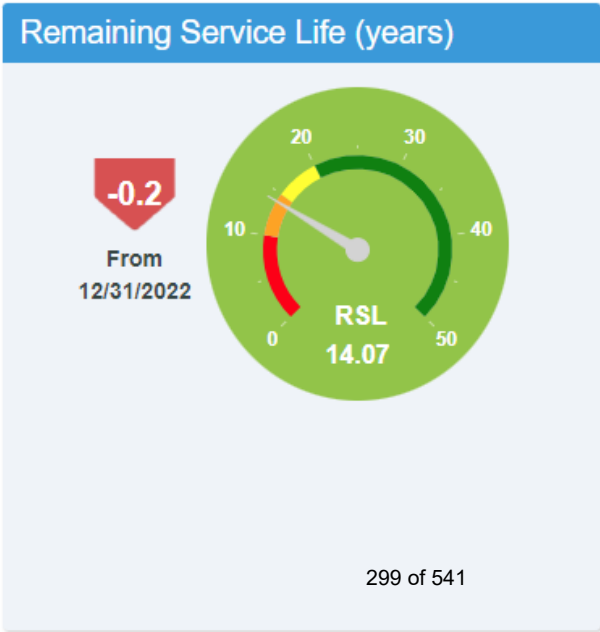
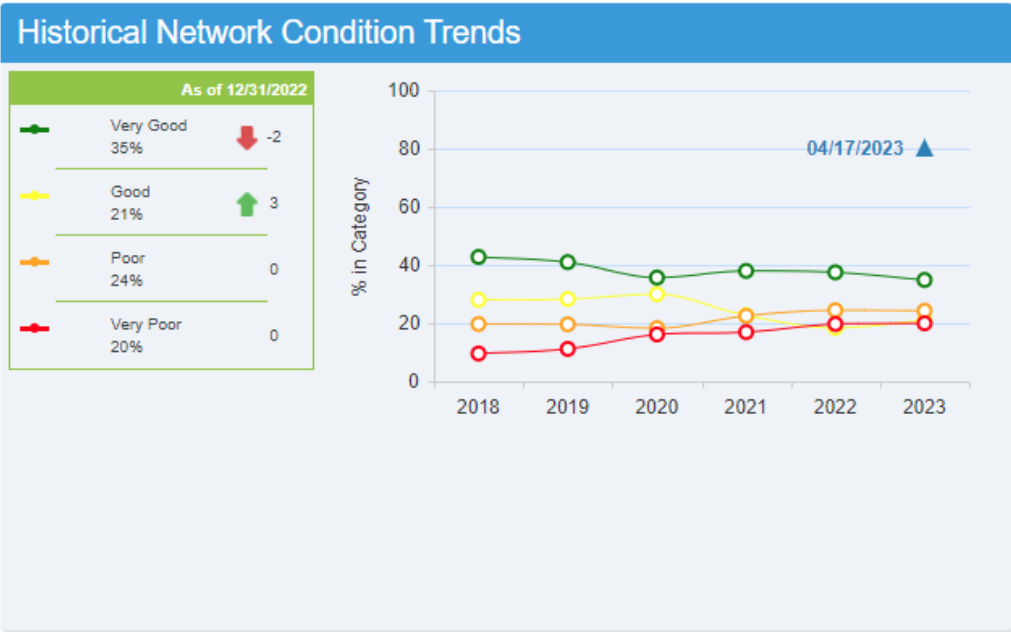
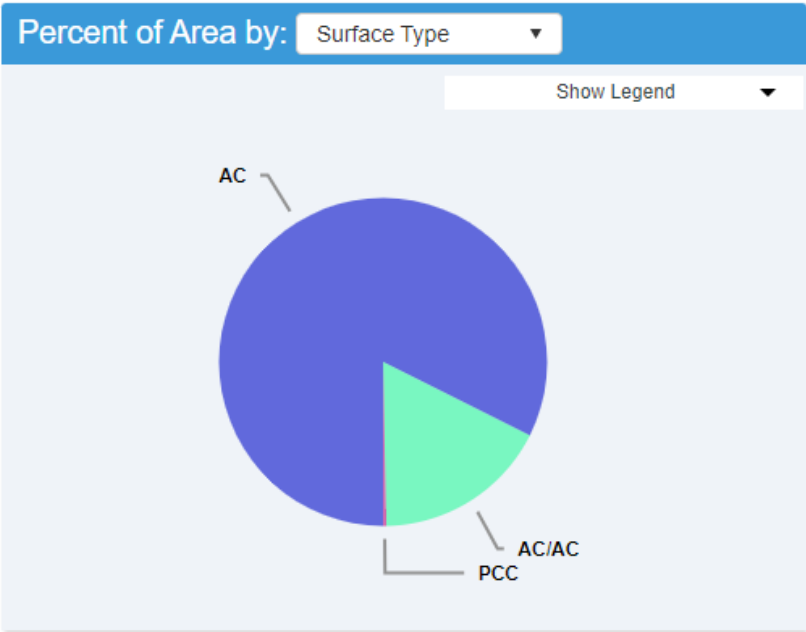
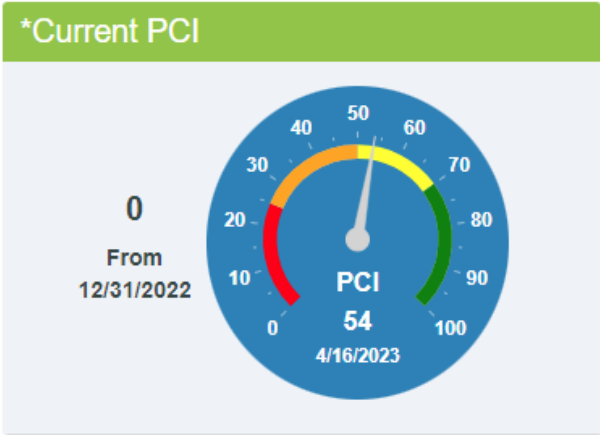
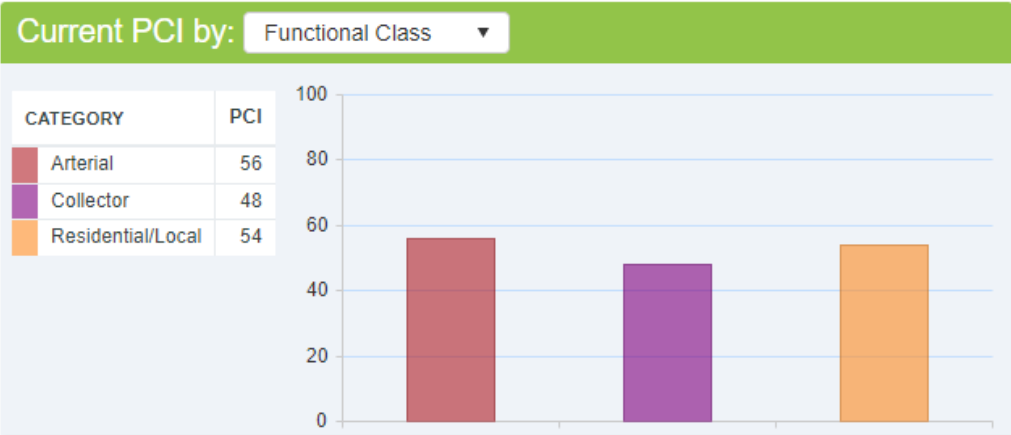
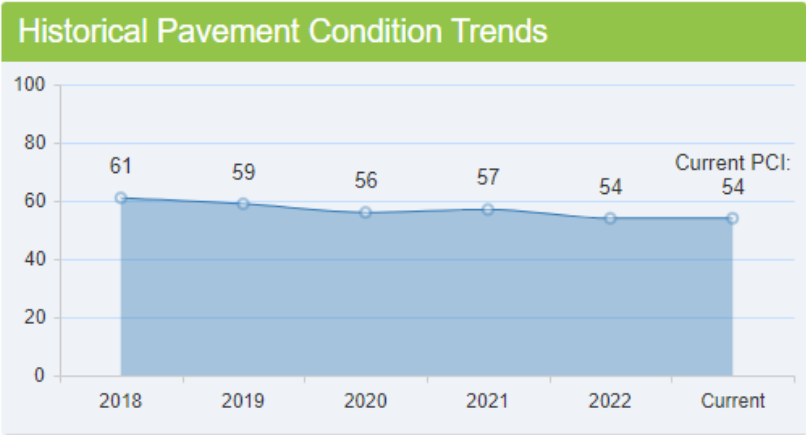
- Numerical Rating from 0 – 100
 - 0 – failed street
 - 100 – new pavement
- PCI is not static
- Road is deteriorating as we speak
- City’s overall PCI: 54



PCI Examples



STREETSAVER – Dashboard, 2023



City Network Summary

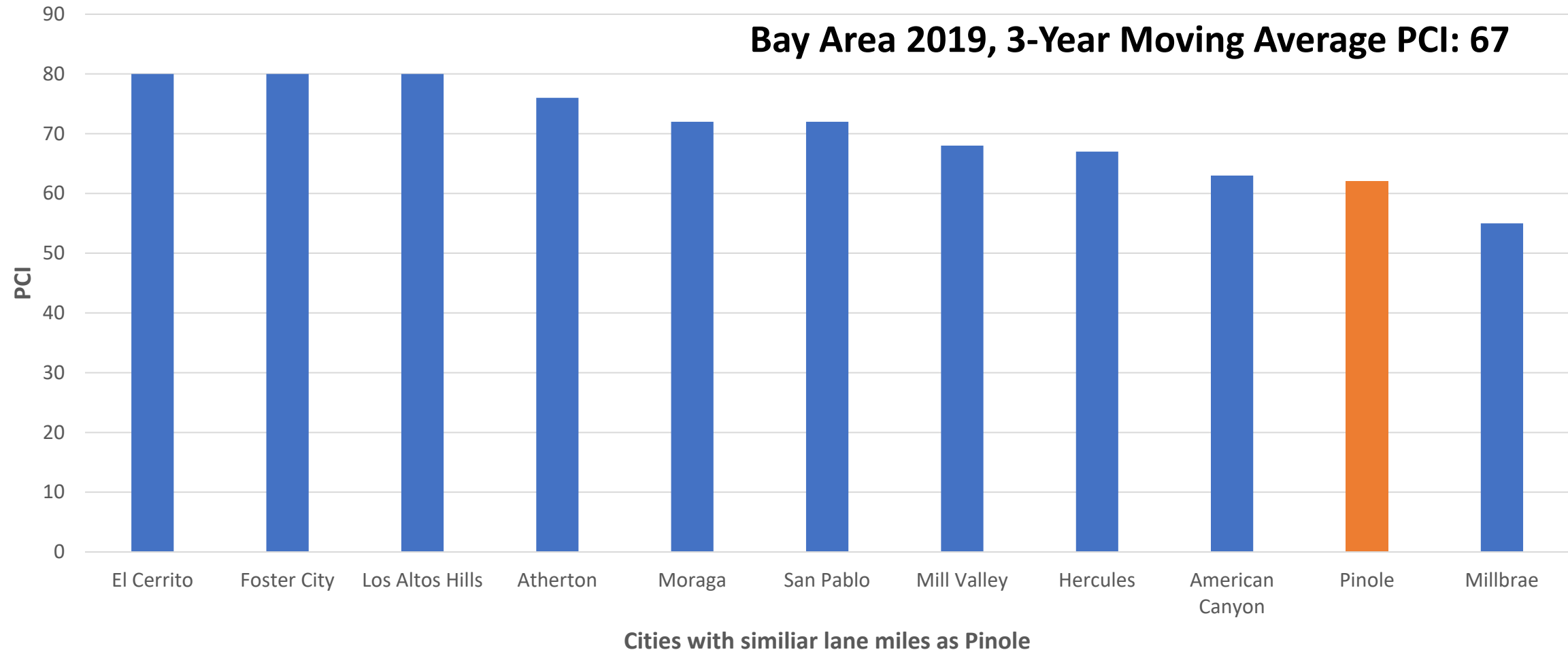
Functional Classification	Total Sections	Total Center Miles	Total Lane Miles	Total Area (SF)	Pavement Condition Index (PCI)
Arterial	25	24.97	24.97	2,113,863	58
Collector	23	7.3	18.75	1,655,413	51
Residential/Local	302	37.46	74.91	6,526,932	56
	350	52.02	118.63	10,296,208	

- **Arterial** – roadway with high traffic volumes and frequently the route of choice for transit and trucks, and primarily serves through traffic, usually on a continuous route
- **Collector** – “collect” traffic from local roads and connect to arterial roadways; often provide traffic circulation within residential neighborhoods, commercial, and industrial districts
- **Residential/Local** – provide limited mobility and are primary access for residential areas, businesses, and other local areas

Current Pavement Condition Categories

Current Condition Categories	Arterial	Collector	Residential	Network
Condition I - Good to Excellent (PCI 70 - 100)	9.1%	6.4%	22.5%	37.9%
Condition II/III - At Risk to Fair (PCI 50 - 69)	4.2%	2.4%	16.1%	22.7%
Condition IV - Poor (PCI 25 - 49)	5.9%	2.8%	13.8%	22.5%
Condition V - Failed to Very Poor (PCI 0 - 24)	1.3%	4.6%	11.0%	16.9%
Total	20.5%	16.2%	63.4%	100.0%

PCI for Bay Area Jurisdictions, 2019



Funding & Treatments

CURRENT FUNDING

- Measure S 2014 - \$500,000
- Senate Bill 1 (SB-1) also known as Gas Tax - \$350,000 (estimated)
- Grants – varies

TREATMENTS

PCI of Road	Recommended Treatment	Cost per square yard
70 or higher	Minor Patching, cracking sealing, slurry seal	\$5 - \$10
50 - 70	Cape Seal or thin overlay	\$20-\$40
25 or lower	Replacement	\$130+

STREETSAVER – MTC Funding Scenarios

- Scenario 1 – Current Budget
- Scenario 2 – Constant PCI
- Scenario 3 – Plus 5 PCI Increase
- Scenario 4 – Optimal PCI Conditions
- Scenario 5 – Unfunded Scenario

SCENARIO	RESULT in 5 years	COST (2022 dollars)
Maintain current budget	PCI decrease from 57 – 52	\$1,000,000
Increase PCI	Entire network PCI in the optimal range of 79-84	\$55,000,000

STREETSAVER – Other Funding Scenarios

SCENARIO / YEAR	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	TOTAL
Increase PCI by 3 points each year. Achieve and Maintain 75	\$3.4 M	\$6.6 M	\$10.6 M	\$10.7 M	\$5.5 M	\$7.8 M	\$3.2 M	\$1.5 M	\$1.4 M	\$1.6 M	\$51.8 Million
Achieve Arterial + Collector 80 and Residential at 70 ASAP and maintain	\$22.9 M	\$7 M	\$4.4 M	\$1.7 M	\$2.2 M	\$2.5 M	\$4.7 M	\$0.8 M	\$1 M	\$1.2 M	\$47.9 Million
Increase Achieve Arterial and Collector 75 and Residential 70 by 10years	\$2.4 M	\$4.0 M	\$4.6 M	\$6.1 M	\$6.5 M	\$6.6 M	\$5.2 M	\$6.7 M	\$3.7 M	\$5 M	\$50 Million

Note: Scenario is run with 2022 as the base year

STRATEGY GOING FORWARD

- Public Engagement and obtain input
- Run various funding need scenarios
- Use the need to develop long-term financial plan

THANK YOU & Q/A



CITY COUNCIL REPORT

12B

DATE: MAY 2, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: LILLY WHALEN, COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: UPDATE ON PINOLE PERKS COMMUNITY GIFT CARD PROGRAM

RECOMMENDATION

Staff recommends that the City Council receive an update on the Pinole Perks community gift card program and provide direction to staff as appropriate.

BACKGROUND

The American Rescue Plan Act (ARPA) of 2021, signed into law on March 11, 2021, was a \$1.9 trillion federal economic stimulus package enacted in response to the COVID-19 pandemic. The City of Pinole received \$4,605,010 from ARPA based on a formula that considered several factors, including population.

On October 9, 2021 and November 6, 2021, the City Council held workshops to gather input from the community on how to expend the ARPA funds allocated to the City of Pinole and consider preliminary staff recommendations on the expenditure of ARPA funds. Respondents to the business survey and community survey distributed by staff in advance of the workshops indicated that direct assistance to local businesses and residents in the form of community gift cards was desirable. At the November 6, 2021 workshop the Council provided direction to staff, including the allocation of \$100,000 in ARPA funding, towards a pilot community gift card program.

Community digital gift card programs allow for the purchase of gift cards that are only accepted at participating businesses. These programs could be designed to promote local businesses, encourage shopping and dining at local businesses, and incentivize residents to resume and continue their patronage of local businesses.

On December 21, 2021 the City Council reviewed staff-recommended design options for a pilot community gift card program and provided direction on the implementation of the program. Staff engaged with a professional marketing firm (the Communications Team) and partnered with the Bay Front Chamber of Commerce to develop the program. The program launched on June 10, 2022.

REVIEW & ANALYSIS

Program Design

Branded as the “Pinole Perks” community gift card, the goal of the pilot program was to support local independent brick-and-mortar businesses that experienced economic hardship due to the COVID-19 pandemic, as well as to provide financial assistance to community members. Aiding local businesses would be accomplished through a “shop local” campaign, whereby community gift cards can be spent at a curated list of merchants in Pinole. Customers would be incentivized to purchase the gift cards with a “buy one, get one half off” promotion, which offered an added incentive for community members to shop locally and ensure their dollars stay in the community, all while saving money on local goods and services.



City staff researched and interviewed three community gift card platforms and recommended the company Yiftee to serve as the platform for the Pinole Perks program. Similar to other gift card program vendors, the fees collected by the vendor Yiftee to support the program are not paid for by participating merchants or the City but are paid for by the purchaser of the gift card, the consumer.

The program design parameters recommended \$15,000 of the total \$100,000 budget to support marketing and branding as well as outreach and advertising. The remaining \$85,000 was to incentivize the purchase of gift cards by offering customers promotional bonus gift cards, paying the Yiftee delivery fee of \$1 per card plus 5% of the purchase cost of the card, paying the bonus gift fee of \$1 per card, and offering a further discount to eligible low-income resident populations.

In order to incentive customers to purchase Pinole Perks cards, the City offered the following incentive system:

- Buy a gift card valued at greater than \$20 and receive a bonus gift card equal to **half the value** purchased, with a maximum purchase limit of \$200 per card with the promotion
- A limit of 5 cards per customer
- Bonus gift cards expire 120 days after purchase (any expired unspent bonus gift funds are returned to the City for redistribution after a restocking fee)
- All purchasing and delivery fees will be paid for by the City during the Pilot Program, while funds remain (first come first served)

An additional discount on community gift cards was provided through the program to assist low-income households in need. Eligibility for the additional discount would mirror the standard

incentive system above, with low-income residents of Pinole receiving a bonus gift card equal to the **entire value** purchased. To assist with determining income eligibility the City utilized the 2021 California State Income Limits, which are used routinely to determine applicant eligibility for a variety of programs based on the level of household income. Staff recommended a light vetting process to determine eligibility. This occurred through a confidential electronic self-certification that the needs-based participant met the eligibility requirements.

Finally, a key component of the program was to recruit local businesses to participate in the Pinole Perks program. With one of the main objectives of the program being to support small, local businesses, the Council aligned on the following parameters for business participation in the Pinole Perks program:

- Is a for-profit business in one of the following categories:
 - o Retail
 - o Restaurant/Cafe
 - o Personal Services limited to: hair stylists, barbers, estheticians, massage therapists, gyms, photographers, nail salons, dry cleaners, tanning salons, pet groomers, fitness/specialty studios including martial arts, yoga, dance, and music
- Operates from a physical storefront (home-based businesses are not eligible)
- Maintains a current City business license
- Has no open code enforcement actions
- Has 20 or fewer full-time equivalent employees as of December 1, 2021
- Is either independently owned/operated or a locally-owned chain (i.e., local outlets of chains or franchises headquartered outside of Pinole are not eligible)

The eligibility parameters for businesses to participate in the program are similar to the parameters that the City used for a preceding ARPA-funded small business grant program.

Program Highlights

Since the program launched on June 10, 2022, close to \$200,000 in Pinole Perks cards have been sold and over \$165,000 in cards have been redeemed at participating businesses in the community. Over \$130,000 in card sales are attributed to customer purchases and almost \$65,000 in sales are associated with City subsidized bonus cards (see **Table 2**). The City has also subsidized over \$8,000 in delivery fees charged by the vendor.

Table 2: Pinole Perks Cards Bought/Gifted

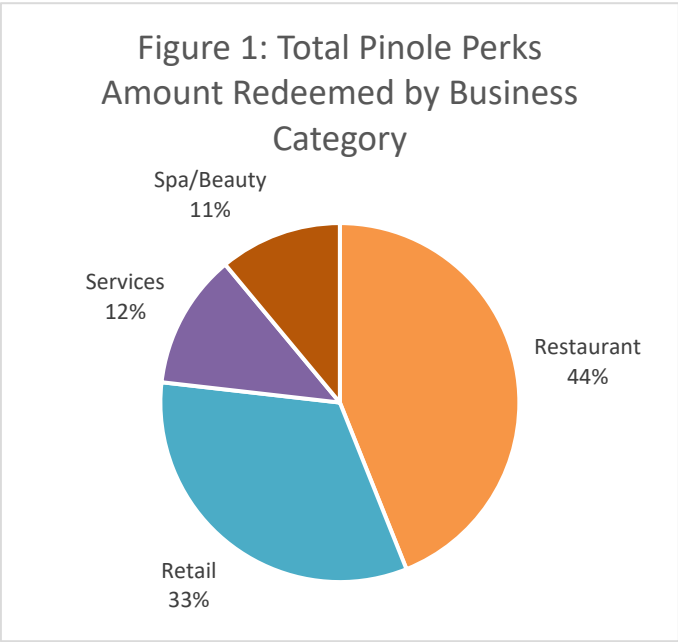
Category	Total Amount
Customer-Bought Cards	\$131,514.00
City Subsidized “Bonus” Cards	\$64,659.50
Total Value of Cards Sold	\$196,173.50

Of the 897 customer-purchased cards (which never expire), 749 cards were redeemed, totaling \$108,742.58 in sales. Additionally, 148 customer-purchased cards are still available to be

redeemed (worth \$15,319). Of the 793 bonus cards provided by the City, 745 cards were redeemed, totaling \$59,025.47 in sales, 33 are still available to be redeemed (worth \$2,514.50), and 39 were expired and restocked. With respect to the value of the cards, the majority (60%) of cards sold were purchased at the highest denomination allowed (\$200), with 20% of cards sold at the \$100 denomination and 9% at the \$50 value.

Table 3: Purchase and Redemption Rate by Card Category

Category	Total Purchased/ Gifted	Total Redeemed	Expired/ Restocked	Available for Redemption
Customer-Bought Cards	897 cards	749 cards	n/a	148 cards
City Subsidized “Bonus” Cards	793 cards	745 cards	33 cards	33 cards



The most challenging component of the program for staff to implement was the recruitment of merchants into the program. Staff invited all businesses that met the parameters for business participation to take part in the program. Over a period of four months staff worked with the Bay Front Chamber of Commerce and the business community to compile a collection of 20 initial businesses. Once advertising began, the program launched. Over time, the program grew to the current enrollment of 31 businesses¹. The current business mix includes 13 restaurants/cafes, five spa/beauty stores, three businesses that provide personal services such as pet grooming and specialty classes (music and dancing), and two retail stores.

Cards have been spent mainly at participating restaurants, followed by retail businesses, and then personal services (see **Figure 1**).

The promotion of the Pinole Perks program took a variety of forms, including advertisements on PCTV, the City’s administrative report and social media; seven banners installed around the City (see **Figure 2**); flyers placed in business windows, at City Hall and City website; advertising collateral placed at business locations (window cling, table tent and point of sale cards, see **Figure 3**); postcards sent to all postal customers in Pinole (see **Figure 4**); communications to the Real Estate community and the Bay Front Chamber of Commerce, and a press release. Information about additional needs-based subsidies was provided in all communications.

¹ View locations online: <https://app.yiftee.com/gift-card/city-of-pinole--ca-pinole/locations>

Figure 2: Banners on San Pablo Avenue



Figure 3: Advertising collateral distributed to all participating businesses



Figure 4: Front/Back of the Postcard



Additional outreach to low-income Pinole residents included communication to property management of deed-restricted affordable properties, Marin Clean Energy, the Rainbow Community Center, the Boys and Girls Club of Contra Costa, the Contra Costa Employment and Human Services Department, the Contra Costa Family Justice Center and the Pinole Senior Center. A total of 19 residents submitted self-certification forms for an additional needs-based subsidy. Of that amount, four residents were not eligible due to their annual income being too high, while the remaining 15 residents were eligible. Ultimately, six qualified low-income residents bought Pinole Perks cards, for a total of \$1,260. This equated to \$630 in standard bonus cards and \$630 in additional needs-based gifts.

Lastly, the City utilized the Pinole Perks cards as small raffle prizes for City employees (for example, Public Service Week) and prizes for community members participating in City programs (such as Coastal Clean Up). A total of 24 Pinole Perks cards, in denominations ranging from \$10-25 were gifted for a total of \$275.00.

Program Costs

To date, close to \$86,000 in ARPA funds have gone into the program. The majority of the costs are associated with the bonus cards. See **Table 4** for a summary of costs. As of the writing of this report, about \$13,000 in bonus gift funds remain in the program.

Table 4: Total Pinole Perks Program Costs

Program	Costs
Subsidized Bonus Cards	\$64,029.50
Subsidized Yiftee Fees	\$8,264.10
Outreach and Advertising Services (printing, postage)	\$7,461.26
Marketing Services (graphics design and social media)	\$5,000.00
Needs-based Bonus Cards	\$630.00
City Prizes/Rewards	\$275.00
Translation Services	\$265.10
Total	\$85,924.96

Program Evaluation

On the whole, the Pinole Perks program has been relatively successful at encouraging sales of community gift cards and infusing funds into the local economy. A small balance remains in bonus gift funds, which might indicate that the program might have benefited from additional marketing efforts or increasing the merchant mix, which is mainly food and drink oriented.

Next Steps

As almost all of the program’s funds have been expended and the local economy has mostly reopened and recovered from COVID, the City must decide whether to continue to subsidize the gift card program, allow it to operate without a City subsidy, or wind the program down. Many

government funded COVID small business and community assistance programs have been wound down due to the reopening and recovery. It is unclear whether people will purchase gift cards if they are not subsidized. Without the City subsidy, Pinole Perks customers will be assessed a fee by Yiftee at \$1 per card plus 5% of the purchase cost of the card. This fee may be a deterrent to program success. If the City would like to wind down the program by not selling any additional cards, the City can explore other, long-term options for small business development and future shop local campaigns. Initiative Four in the City’s recently adopted Economic Development Strategy provides an opportunity to learn about the needs of the local business community.

FISCAL IMPACT

There is no fiscal impact to receiving this report.

ATTACHMENT(S)

None



CITY COUNCIL REPORT

12C

DATE: MAY 2, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: LILLY WHALEN, COMMUNITY DEVELOPMENT DIRECTOR
MARKISHA GUILLORY, FINANCE DIRECTOR

**SUBJECT: POLICIES RELATED TO ENVIRONMENTALLY PREFERABLE
PURCHASES AND PRACTICES**

RECOMMENDATION

Staff recommends that the City Council consider information regarding policies supporting the procurement of environmentally sustainable goods and services, and provide direction as appropriate.

BACKGROUND

Mayor Murphy requested a future City Council agenda item on environmentally preferable purchases and practices during the Council Requests for Future Agenda Items portion of the October 18, 2022 Council meeting. The information in this report responds to that request.

Environmentally preferable purchasing (EPP) is the procurement of goods and services that have a reduced impact on human health and the environment compared to competing products serving the same purpose. Consideration of EPP practices in the City's Procurement Policy provides an opportunity for the City to use its purchasing power to obtain products and services from manufacturers and suppliers that demonstrate a high level of environmental and social responsibility. There is room in the City's current policy to enhance and expand procurement standards and criteria with the intention of incorporating sustainability practices into the City's search for high quality products and services at competitive prices.

DISCUSSION

Pinole's Current Environmental Purchasing Policy

The City's Procurement Policy was originally adopted in 2020, and last updated in 2022 to include SB1383 regulations. The main purpose of the Procurement Policy (**Attachment A**) is to outline the guiding principles, rules, and standards applicable to all purchases of goods, services, and supplies made by the City of Pinole. The Policy contains procedures specific to "Climate-friendly and Environmentally Preferable

Purchases and Practices” in section VII, subsection G.

Section VII, subsection G of the City’s Procurement Policy includes Senate Bill (SB) 1383 regulations which requires jurisdictions to implement specific actions in the purchasing of recovered organic waste products, recycled content paper products and recordkeeping of compliance. Organic waste products to meet the Annual Recovered Organic Waste Product Procurement Target include compost, mulch, renewable gas, and biomass conversion electricity.

Additionally, Section VII, Subsection G of the City’s Procurement Policy contains a section detailing other environmentally preferable procurement products, services, and practices. The policy states whenever feasible, City Staff shall prioritize:

- The purchase of zero-emission vehicles and/or fuel-efficient vehicles when replacing City fleet vehicles
- Provisions of Sustainable Guidelines for Landscape Professionals at www.bayfriendlycoalition.org when providing landscaping/maintenance services, and establish a preferred list of native and drought-tolerant plants for use
- Products that include “Energy Star” certification and meet “EPEAT” energy efficiency standards when making new electronic equipment purchases and ensure that current equipment is on the most energy efficient settings
- Consideration of solar installation and battery storage on City properties when deemed economically beneficial
- The purchase of maximum water efficiency products with “WaterSense” certification
- Leadership in Energy and Environmental Design (LEED) green building practices when building or renovating City facilities and when impervious surface modifications are necessary, permeable substitutes will be considered

Although this is a good start to procuring green products and services, in comparison to other jurisdictions’ policies there is room to broaden the scope of purchasing categories and criteria as well as draw from best practices to foster and sustain a successful environmental purchasing policy and program

Best Practices

A strong environmental purchasing policy will be structured with best practices in mind in order to meet and exceed the goals and principles of environmental purchasing.

Sustainable Procurement Playbook for Cities

The Sustainable Procurement Playbook for Cities (**Attachment B**) was created in 2014 and was a collaborative project among 19 cities, members of the Urban Sustainability Director’s Network and was concerted by consultant, Responsible Purchasing Network. The best practices for developing an environmental purchasing policy are listed below and can be found in chapter 3 of the Playbook. These best practices are a distillation of in-depth interviews and surveys from 19 cities.

1. The policy addresses the three pillars of sustainability: environmental, social ,and economic
2. The policy clearly delineates the jurisdiction's staff roles and responsibilities in carrying out the goals and requirements of the sustainable purchasing policy
3. The policy directs the jurisdiction to develop (and periodically update) sustainable procurement tools including model specifications and vendor survey questions for its employees to use
4. The policy directs the jurisdiction to make sustainable procurement the default action for all major purchasing decisions and accounts for cases where an exception is needed
5. The policy directs the jurisdiction to establish and meet sustainable procurement goals
6. The policy encourages employee to use life-cycle costing (LCC), total cost of ownership (TCO), or other best value assessment methods when making purchasing decisions
7. The policy includes tracking and reporting requirements
8. The policy directs the jurisdiction to periodically review and update its sustainable purchasing policy and procedures

City of San Jose's Environmentally Preferable Procurement Policy

The City of San Jose's environmental purchasing policy (**Attachment C**) was selected for comparison because it is currently listed under CalRecycle's sample procurement policies as well as one of the favored policies emphasized throughout the aforementioned Playbook. The City of San Jose's Environmentally Preferable Procurement Policy (EP3) contains five broad criteria in its policy to reduce the environmental impact of its purchases. The criteria are listed below and demonstrate how specific, yet broad criteria are so they can be applied to a wider range of goods and services.

1. Product Content

- a. Purchase of products which contain the highest percentage of post-consumer recovered material and the highest percentage of total recovered material as opposed to virgin material
- b. Replace disposables with reusable, recyclable, or compostable goods
- c. Avoid hazardous materials that have the potential to be persistent, bioaccumulative and/or toxic (PBT); Consider impacts and threats of harm to human health and/or the environment
- d. Require manufacturers and their suppliers to disclose to the City the material content of their products

2. Extended Producer Responsibility

- a. Include product specifications that address:
 - i. Durability and minimization of waste in the product design, materials content, manufacturing processes, packaging, distribution, and end-of-life management. Areas of consideration include use of virgin material, water, energy, recyclability, and product takeback
 - ii. Free or low-cost product takeback services (e.g. collection, recycling,

- remanufacturing, and proper disposal)
- b. Purchase products that minimize greenhouse gas emissions over the entire product lifecycle
- c. Participate in industry-financed recycling programs such as the Rechargeable Battery Recycling Corporation (RBRC) and the Thermostat Recycling Corporation (TRC)

3. Environmental Product Standards

Procure environmentally preferable goods and services that meet environmental product standards established by governmental or other widely recognized authorities such as Green Seal 37 standard for janitorial products, EPEAT for IT equipment, and GreenGuard for furniture.

4. Other Environmental Factors

Integrate environmental factors into the City's purchasing decision if external authorities have not established standards. Examples include, but not limited to:

- a. Purchase fleet vehicles that provide the best available fuel efficiency and net reduction in vehicle fleet emissions
- b. Evaluate, as appropriate, the environmental performance of vendors in providing products and services
- c. Ensure that at least 30% of direct purchase of food served in City facilities is locally grown and organic; and
- d. Procure goods, products, and services that support City LEED certification

5. Performance Measurement

Quantify the environmental and economic benefits of the procurement of environmental alternatives such as recycled content paper, biodiesel, and IT equipment by utilizing available product environmental benefits calculators.

Green Purchasing Guides and Example Policies

There are many exemplary policies and implementation models to support an impactful environmental purchasing policy and practices including the following:

1. San Francisco City SFApproved list: [Contract language for SFApproved product categories - Google Sheets](#)¹
2. Responsible Purchasing Network Example Policies: [Responsible Purchasing Network](#)²
3. Berkeley Green Purchasing Policy³

¹

https://docs.google.com/spreadsheets/d/1JzChoAuD86PsfP6eN_KJ1f1O0ZtWATb4qmJ0rCw66Hc/edit#gid=0

² http://www.responsiblepurchasing.org/purchasing_guides/all/policies/

³

http://www.responsiblepurchasing.org/UserFiles/File/Office%20Electronics/Policies/City_of_Berkeley_CA_Green_Purchasing_Policy_2004.pdf

4. Seattle, WA Sustainable Purchasing Policy⁴
5. Alameda County Sustainable Purchasing Implementation Resources [Sustainable Purchasing Implementation Resources | StopWaste - Home, Work, School](#)⁵

Next Steps

The current environmental purchasing policy is limited to only certain categories of goods and services. An exemplary policy lists criteria that can encompass a wider range of products. Criteria is also specific and address the sourcing and the life cycle of the product. They require a deeper look into fair labor practices, minority-owned businesses as well as take-back, recyclability, toxicity, water consumption and energy consumption of products.

A lot of the work of deciphering which products meet this criteria has already been done by jurisdictions such as San Francisco and Alameda County with the publishing of their green purchasing lists and guides. Many jurisdictions have seen economic benefits through savings by green purchasing. Some examples include savings of \$4.25 million for the City of Boston from switching mercury vapor lights to LEDs, replacing paper towel dispensers with high-efficiency dryers saved Portland \$1500/month, and Palo Alto was awarded a \$250,000 federal grant with the help of their green purchasing policy. Although the cost may seem steep at first, green purchasing has the ability to pay itself off in comparison to life-cycle costing and total cost of ownership of less eco-friendly alternatives.

FISCAL IMPACT

There is no fiscal impact associated with receiving this report. If City Council desires to modify the Procurement Policy, staff time will be required to:

- Enhance and hone the environmental purchasing section to include criteria that can be applied to many more goods and services that is currently missing.
- Educate City Staff on green purchasing for their departments and credit card purchases.
- Support implementation, for example creating a vendor questionnaire in the bid process to learn about the sustainability of a good or service.

ATTACHMENTS

- A- City of Pinole Procurement Policy
- B- Sustainable Purchasing Playbook for Cities
- C- City of San Jose Environmentally Preferable Procurement Policy

4

http://www.responsiblepurchasing.org/UserFiles/File/Computers/Policies/Seattle_Purchasing_policy_2003.pdf

5 <https://www.stopwaste.org/at-work/sustainable-purchasing/sustainable-purchasing-implementation-resources>

CITY OF PINOLE PROCUREMENT POLICY

(effective as of October 20, 2020, revised October 18, 2022)

I. PURCHASING POLICY OVERVIEW

The purpose of this policy is to outline the guiding principles, rules, and standards applicable to all purchases of goods, services, and supplies made by the City of Pinole.

II. CONTRACTING PRINCIPLES

The requirements contained in this policy are informed by several guiding principles. Adherence to these principles ensures that the City’s purchases are consistent with applicable legal requirements and best practices and that public funds are expended responsibly.

A. COMPETITIVE PROCESS

This policy is designed to promote full and open competition among potential vendors. Through full and open competition, the City is able to realize better pricing and more favorable terms. In interpreting this policy, staff should rely on interpretations that favor greater and more robust competition among vendors.

B. BEST OVERALL VALUE

This policy is designed to ensure that the City is getting the best value for its money when making purchases. When not required by law to select the lowest bidder, this principle permits the City to consider factors other than just price in determining what constitutes the best overall value to the City.

C. FAIRNESS AND TRANSPARENCY

This policy is designed to promote fairness and transparency in the City’s purchasing system. Complying with this policy fosters equal opportunities for vendors wishing to do business with the City and ensures that public expenditures are made in an open and consistent manner.

D. COMPLIANCE WITH LAW AND BEST PRACTICES

This policy is informed by and incorporates applicable laws, regulations, and best practices applicable to public procurements. Compliance with this policy ensures that purchases are conducted in accordance with the City’s legal and ethical obligations and responsibilities.

III. STANDARDS OF CONDUCT/ETHICAL CONSIDERATIONS

A. CODE OF CONDUCT

Employees are responsible for providing access to City procurement opportunities in a fair and impartial manner to all responsible suppliers, vendors, and contractors. In addition, all employees shall behave in a manner that avoids improprieties or the appearance of improprieties to maintain the public’s confidence in the integrity of the City’s purchasing system.

B. CONFLICT OF INTEREST

If a city officer or employee has a real or apparent conflict of interest, said individual may not participate in the selection, award, or administration of any contract, including those supported by a federal award or funding, that implicates that conflict of interest. If a city officer or employee participates in making a contract where said individual has a real or apparent conflict of

interest, such conflict may nullify or void a contract. As nullification or voiding of a contract is a serious matter with potentially significant consequences for the City, every officer or employee is responsible for recognizing and reporting a potential conflict of interest in timely manner.

A conflict of interest may arise when the city officer or employee has a direct financial interest in, or would receive a direct or material benefit arising from a contract. City officers and employees shall not be financially interested in any contract made by them in their official capacity, as such terms are defined in California Government Code Sections 1090 et seq. and 87100 et seq., and relevant case law. Prohibited interests include interests of immediate family members, domestic partners, and their respective employers or prospective employers.

City officers and employees shall report any potential or actual conflict of interest to their respective Department Head or to the City Attorney as soon as a conflict is suspected or discovered. If city officers or employees are uncertain about whether they have a conflict of interest regarding a particular contract, the individual shall consult the City Attorney's Office as soon as practicable.

It is important to note that consultants of a public entity are considered public officials under Government Code section 1090 and are subject to the requirements therein. City officers and employees should consult the City Attorney's Office on potential conflict of interest issues with respect to the City's third-party consultants and contractors.

C. CONDUCT WITH VENDORS

All employee interactions with vendors shall be conducted in a fair, open, and transparent manner. Employees shall:

- i. Refrain from showing favoritism to vendors or being unduly influenced by external factors outside the criteria outlined in this policy.
- ii. Select all vendors on the basis of meeting appropriate and fair criteria in accordance with the requirements of this policy.

D. NO GRATUITIES

No City employee shall solicit, demand, accept, or agree to accept, and shall avoid the appearance of accepting, a gift of goods or services, payment, loan, advance, deposit of money, or employment offer presented, promised in return for, or in anticipation of favorable consideration in a City procurement.

E. INTERNAL CONTROLS

Employees shall comply with the City's internal control procedures outlined in the City's Procurement Procedures. The policies guiding these internal control procedures are as follows:

- i. Employees must have or seek proper signature authority and expenditure authority for all transactions to ensure proper tracking and appropriate level of approval for all expenditures.

- ii. Duties must be segregated to diminish the risk and/or appearance of any improprieties. The Finance Director is responsible for separation of duties in an effort to negate any improprieties or the appearance of improprieties. If an employee has a question regarding separation of duties, he/she should reach out to the Finance Director for clarification.
- iii. Employees must create and maintain adequate documents and records supporting compliance with the City's procurement policies and procedures for all transactions and retain those records in accordance with the City's record retention schedule.

IV. CONTRACTING AUTHORITY

A. APPROVAL AUTHORITY

All City expenditures and purchases must be approved by either the City Manager, the Department Head (in the case of micro purchases), or the City Council. No expenditure shall be submitted or recommended to the City Council except upon approval of the City Manager or his or her authorized representative. Note that contract approval authority is distinct from budgetary approval authority. All City expenditures and purchases, regardless of amount, must be included and/or contemplated in the City's budget approved by City Council or approved by separate resolution of the City Council.

B. MONETARY THRESHOLDS

(See Appendix A for a reference chart depicting monetary thresholds by category).

1. **Non-Public Works Purchases.** The following monetary approval thresholds apply to expenditures/purchases that do not qualify as public works projects pursuant to the Public Contract Code.
 - (a) ***Department Head*** — Any expenditure, purchase, or contract (single-year or multi-year) valued under \$10,000 may be approved by a Department Head, provided that the funding for the purchase or contract is authorized in the budget approved by the City Council.
 - (b) ***City Manager Approval*** — Any expenditure, purchase, or contract (single-year or multi-year) valued at forty-five thousand dollars (\$45,000) or less may be approved by the City Manager, provided that the funding for the purchase or contract is authorized in the budget approved by the City Council.
 - (c) ***City Council Approval*** — Any expenditure, purchase, or contract (single-year or multi-year) that exceeds fortyfive thousand dollars (\$45,000) shall be authorized and approved by resolution of the City Council.

2. **Public Works Projects.** The Public Contract Code prescribes special procurement procedures for public works projects. Public works projects are defined as projects involving the “construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly-owned, leased, or operated facility.” This definition specifically excludes maintenance projects defined as “Routine,

recurring, and usual work for the preservation or protection of any publicly-owned or publicly-operated facility for its intended purposes; minor repainting; resurfacing of streets and highways at less than one inch; landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems; nor work performed to keep, operate, and maintain publicly owned water, power, or waste disposal systems, including, but not limited to, dams, reservoirs, powerplants, and electrical transmission lines of 230,000 volts and higher” (PCC § 22002 (c) and (d)).

- (a) **City Manager Approval** — Any contract for a public works project valued at \$200,000 or less may be awarded and approved by the City Manager.
- (b) **City Council Approval** — Any contract for a public works project valued over \$200,000 shall be awarded and approved by resolution of the City Council.

C. NOTICE OF COMPLETION

The City Manager, in consultation with the City Engineer, is authorized by the City Council to approve and file notices of completion on behalf of the City.

V. TYPES OF PROCUREMENTS

In the course of conducting City business, the City is required to make a variety of different types of purchases. The type of purchase dictates the policies and procedures for procuring and formalizing the purchase. Before

employees make a purchase, they should identify the type of purchase and the proper method for completing that purchase.

A. PURCHASES OF GOODS/SUPPLIES

This category of purchases includes the purchase of tangible durable and non-durable goods by the City. Examples of these types of purchases include fuel, tools, office supplies, chemicals, machinery, food, and furniture. These types of purchases are distinct from the purchase of nontangible services.

B. SERVICES

This category of purchases includes the hiring of individuals, firms, or entities to perform services for the benefit of the City. There are two categories of services: general services and consultant/professional services.

1. *General Services* — General services are non-professionalized services that are often purchased to maintain or service the City’s equipment or facilities. Examples of these types of services include office equipment maintenance, cleaning services, IT support services, disposal services, and food delivery services.
2. *Consultant/Professional Services* — Consultant/Professional services are specialized services where the City hires an individual or firm to perform professional or technical tasks. Examples of these types of services include engineering and design services, audit services, architectural services, and legislative affairs services.

C. NON-PUBLIC WORKS CONSTRUCTION

Public works construction projects have a specific statutory definition and strict associated requirements. A small segment of City construction projects do not fall within the definition of “public works.” For these projects, the City has greater discretion in the method and manner of procuring these types of projects. Non-public works projects include minor repainting, minor road resurfacing, landscaping work, and other routine and recurring maintenance work for public facilities.

D. PUBLIC WORKS

Public works projects include projects involving the “construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly-owned, leased, or operated facility.” Examples of these projects are renovation of existing and construction of new City facilities, and significant road and street improvements.

VI. METHODS OF PROCUREMENT

A. OVERVIEW

The type of purchase and the amount of a purchase dictates the method of procurement. Smaller and less complex purchases involve less stringent competitive requirements. Conversely, more valuable and more complex purchases require stricter, more formalized competitive processes. (See Appendix A for a reference chart outlining the method of procurement by type and amount of purchase)

B. INFORMAL PROCUREMENT

1. *Micro Purchases* — Micro purchases need not be awarded competitively, but the price must be determined to be fair and reasonable and should be distributed equitably among qualified suppliers. Micro Purchases do not require advertising or solicitation of quotes/bids. However, seeking multiple quotes/bids, even when not required, is a best practice and helps to ensure that the City receives better pricing for its purchases. Micro purchasing may be used for purchases of goods/general services valued under \$10,000.
2. *Informal Solicitation* — Informal solicitation involves seeking three (3) written quotes from potential vendors. These written quotes may be informally documented, such as through emails between City employees and potential vendors. Informal solicitation may be used for purchases of goods, general services, non-public works construction projects, and consultant/professional services valued at \$45,000 or less. This method may also be used for public works projects valued at \$60,000 or less.
3. *Informal Bidding for Public Works Projects* — Under informal bidding procedures, the City must: (i) draft a notice inviting bids; (ii) send the notice to a City-maintained list of qualified contractors, identified according to categories of work; and/or (iii) send the notice to all appropriate construction trade journals specified by the California Uniform Construction Cost

Accounting Commission. The notice must be sent at least ten (10) calendar days before bids are due. Bids must be submitted to the City by a predetermined time and date as outlined in the bidding notice. This process is governed by California Public Contract Code §22034 and Pinole Municipal Code §3.34.040. Informal bidding procedures shall be used for public works projects over \$60,000 and up to \$200,000 in value.

C. FORMAL PROCUREMENT

- 1. *Formal Bidding—*
 - (a) **Public Works.** Under formal bidding procedures, the City must: (i) draft a notice inviting bids; (ii) publish the notice in a newspaper of general circulation at least fifteen (15) calendar days prior to the date of the opening the bids; and (iii) send the notice to all appropriate construction trade journals specified by the California Uniform Construction Cost Accounting Commission. Bids must be submitted to the City by a predetermined time and date as outlined in the bidding notice. For public works procurements, this process is governed by California Public Contract Code § 22037. Formal bidding procedures shall be used for public works projects over \$200,000 in value.
 - (b) **Non-Public Works.** Under formal bidding procedures, the City must: (i) draft a notice inviting bids; (ii) post the notice on the City’s website and on City message boards; (iii) send the notice to appropriate/relevant trade

publications. Bids must be submitted to the City by a predetermined time and date as outlined in the bidding notice. Formal bidding procedures shall also be used for the purchase of goods, general services, and non-public works construction projects valued at over \$45,000.

- 2. *Formal Competitive Proposals (RFP)* — In a formal competitive proposal process, the City must: (i) prepare a request for proposal document identifying the project requirements, vendor qualifications, and evaluation factors; (ii) send the RFP to an adequate number of qualified sources as determined by the relevant department head or the City Manager; (iii) publish notice of the RFP in a local newspaper and/or post the RFP on the City’s website at least ten (10) days prior to the deadline for receipt of proposals; and (iv) establish and implement procedures for evaluation of proposals. Formal competitive proposals shall be used for purchases of consultant/professional services valued at more than \$45,000.

D. DESIGN-BUILD CONTRACTING

Design-build contracting is a form of public works construction contracting that combines both the design and construction phases into one contract and may include other phases and processes. The City may utilize this type of procurement for certain types of services and property related to public works construction projects identified in subsection 1 below subject to making the required findings identified in subsection 2 below, and following the appropriate procedures outlined in subsection 3 below.

1. *Design-build components* — The services and property that may be combined in a design-build contract are:
 - (a) Planning;
 - (b) Design;
 - (c) Construction management;
 - (d) Construction;
 - (e) Manufacturing;
 - (f) Financing;
 - (g) Maintenance;
 - (h) Rebuilding;
 - (i) Improving;
 - (j) Repairing;
 - (k) Operation;
 - (l) Purchase and installation of materials;
 - (m) Equipment;
 - (n) Purchase of real property whether in fee, easement, lease or license; and
 - (o) Any other services necessary for a design-build entity to deliver a functional project.
2. *Findings Required* — To use a design-build process, the City Manager or City Council must make a finding that takes into consideration costs, timing, extraordinary circumstances such as the need to incorporate specialized equipment or other project components, the need to coordinate with third parties, and project financing.
3. *Requirements* — Design-build procurements follow the same requirements that apply to formal competitive proposals as

outlined in Section VI (C)(3) and the Procurement Procedures Manual. However, some form of bid security may be warranted in accordance with the requirements in Formal Bidding Procedures (Section VI (C)(1)) and the Procurement Procedures Manual.

E. COOPERATIVE PROCUREMENT

Cooperative purchasing allows the City to buy goods or services based on a competitively bid contract prepared by another public agency, when that other agency and the vendor(s) agreed in advance to a cooperative process. Use of purchasing cooperatives is encouraged as a way to obtain goods and services by aggregating volume, securing value pricing, and reducing administrative overhead. Measured use of purchasing cooperatives can significantly reduce the time and resources needed to competitively purchase goods and services. The following list summarizes the requirements and relevant considerations applicable to cooperative procurements.

1. *Competitive Purchasing* — Cooperative purchasing programs should be based on competitively awarded contracts that substantially comply with the City’s procurement procedures outlined in this policy.
2. *Purchasing Cooperatives* — There are numerous purchasing cooperatives that the City can evaluate to use for a particular procurement. Some leading cooperatives include state contracts such as California Multiple Award Schedules (CMAS); the Department of General Services (DGS); OMNIA Partners

(Formerly U.S. Communities Cooperative Purchasing); Sourcewell (formerly National Joint Powers Alliance); NASPO ValuePoint (formerly WSCA-NASPO; the National Cooperative Purchasing Alliance (NCPA); and, federal General Services Agency (GSA) procurements (GSA Advantage for State and Local Governments).

3. *Value Analysis* — Purchases using any given cooperative need not be based on the absolute lowest pricing and may consider factors in addition to price, such as the time and/or resources needed for the City to independently competitively bid for the good or service.
4. *Time Limit* — The cooperative competitive bidding process that the City seeks to utilize must have occurred within twenty-four (24) months from the date the City seeks to obtain the goods or services.
5. *Piggyback Contracting* — Subject to the appropriate approval authority and if in the best interest of the City, the City may enter into contracts for goods and services, the pricing and terms of which have been previously established by another public agency or purchasing cooperative. However, care must be taken to ensure all of the City's contracting standards are satisfied. Sometimes the underlying contract or commitment originally made to a purchasing cooperative or other agency is difficult to find; however, care must be taken to ensure the City is protected via a contract. Employees should consult the City Attorney's Office for guidance on meeting the City's contracting requirements for cooperative procurements.

F. SOLE SOURCE PROCUREMENT

Regardless of the estimated cost of a purchase, the City is not required to engage in a competitive procurement process, either formal or informal, under Section V when a competitive procurement is infeasible for the reasons articulated in this section. In all cases, the City must verify and document that a particular procurement meets the criteria for a sole source identified below, and the use of sole source must be approved by the City Manager.

In order to utilize a sole source procurement, at least one of the following statements must be true: (1) The item is only available from one source; (2) After solicitation of a number of sources, the competition is determined inadequate; and/or (3) one of the conditions described below applies:

- (a) Unique or Innovative Concept–The vendor demonstrates a unique or innovative concept or capability not available from another source. “Unique or Innovative Concept” means a new, novel, or changed concept, approach, or method that is the product of original thinking, the details of which are kept confidential or are patented or copyrighted, and is available to the City only from one source and has not in the past been available to the City from another source;

- (b) Patents or Restricted Data Rights – Patent or data rights restrictions preclude competition;

- (c) Substantial Duplication Costs – In the case of a subsequent contract for the continued development or production of highly specialized equipment or products and/or major components thereof, when it is likely that award to another contractor would result in substantial duplication of costs that are not expected to be recovered through competition;
- (d) Unacceptable Delay – In the case of a subsequent contract for the continued development or production of highly specialized equipment or products and/or major components thereof, when it is likely that award to another contractor would result in unacceptable delays in fulfilling the City's needs.

G. EMERGENCY PROCUREMENT

Emergency procurements are those purchases necessary to avoid or mitigate a clear and imminent threat or danger where delay could result in loss of life or danger to health, welfare, or property or threaten the continued operation of the City or the provision of essential City services. Contracts awarded under this Section do not require adherence to the City's standard procurement requirements outlined in this policy. However, if practical, it is strongly encouraged to at least obtain oral approval from the City Manager's Office prior to making purchases pursuant to this Section.

Contracts awarded pursuant to an emergency as defined under this section require that the City Manager present a report to the City Council, at the next available meeting, describing the emergency, the actions taken, and the number and dollar amount of contracts awarded. Note that the City may be required to pass an emergency resolution or ordinance in order to be reimbursed by state or Federal agencies for emergency purchases.

H. EXEMPT PROCUREMENTS

This Section outlines types of procurements that are exempt from the standard competitive requirements outlined in this policy and also includes special considerations related to those exempt procurements. Despite the fact that a procurement may be exempt, the City may still conduct negotiations as to price, delivery and terms in connection with the award of a contract that does not require a competitive process. Nothing in this section shall preclude the solicitation of competitive bids or proposals when possible. The following is a list of procurements that are exempt from the competitive requirements outlined in this Policy.

- 1. Emergency procurements as defined in Section VI(G) above;
- 2. Specified materials or equipment that can be obtained from only one source and there is no adequate substitute in accordance with the criteria outlined in Section VI(F) above;
- 3. Legal or professional services that are highly specialized;
- 4. Design-build projects as defined in Section VI(D);
- 5. Cooperative procurements described in Section VI(E);

6. Procurements funded by grants, donations or gifts when any special conditions require the purchase of particular materials and/or services;
7. Purchase of surplus property owned by another public entity, or payment to other public entities or utilities;
8. Membership dues, conventions, training, travel arrangements, or advertisements in magazines, newspapers, or other media;
9. Works of art, entertainment or performance; and
10. Where competitive bids or proposals have been solicited and no bid or proposal has been received. In such situations the City Manager may proceed to have the goods procured or services performed without further competitive bidding.

VII. SPECIAL POLICIES, PROGRAMS, AND CONSIDERATIONS

Depending on the amount and/or type of purchase, there are several policies, procedures and programs that must be considered. These include:

- Application of Local Business Purchasing Preference;
- SB 1383 Procurement Policy Requirements
- Information Technology Purchases
- Procedures for Purchases Utilizing Federal Grant Funds;
- Purchase Orders/Blanket Purchase Orders; • Qualified Contractors/Vendors;
- Surplus Property.

A. LOCAL BUSINESS PURCHASING PREFERENCE

Preference to locally-owned businesses will be exercised to the extent it is consistent with the law and in the best interest of the public. If a purchase

utilizes federal and state funds, then the City will not apply local preferences. In addition, the City will make an effort to ensure that its solicitations are received by small, minority-owned and/or women-owned businesses and will also make an effort to identify and remedy any barriers to such firms participating in the procurement process.

1. *Criteria for Preference.*
 - (a) When bidding or purchasing goods, equipment, and services local preference may be given to a responsible, responsive Local Businesses.
 - (b) The granting of these preferences must be made on a determination by the purchasing officer that quantity and quality of the local product is equal to that of the next lowest or comparable bidder.
 - (c) In order for a business to be eligible to claim the preference, the business must meet the definitions of Local Business outlined below.

2. *Definition of Local Business.* A local business is:
 - (a) A business located at a fixed location within the boundaries of the City of Pinole or a home-based business located within the boundaries of the City of Pinole;
 - (b) A business that has a valid business license and is current in the payment of the business license tax;
 - (c) A business owned and operated by a City of Pinole resident, with a valid City of Pinole business license.

3. *Inapplicability.* Application of the local business preference does not apply in the following situations:
 - (a) Bids for public projects as defined by Public Contracts Code Sections 20161 and 22002;
 - (b) Purchases of goods and services through contracts of other governmental jurisdictions or public agencies, or cooperative purchasing agreements;
 - (c) Contracts for professional or legal services;
 - (d) Purchases or contracts funded, in whole or in part, by a governmental entity, or private and public grants and the laws, regulations or policies governing such funding prohibit application of the local preference;
 - (e) Purchases or contracts funded, in whole or in part, by the federal or state government;
 - (f) Purchases made, or contracts let under emergency situations; and
 - (g) Purchases that involve the installation of a cogeneration plant or other energy conservation project.

B. INFORMATION TECHNOLOGY PURCHASES

The City recognizes that purchasing information technology systems and equipment on the basis of lowest purchase price alone may not always serve the best interests of the City. Therefore, to ensure hardware requirements and software compatibility, all such purchases must be reviewed by the Information Systems Department prior to purchase.

C. PURCHASES WITH FEDERAL/STATE FUNDS

When purchasing goods and services involving the use of federal grant funds, the City is required to follow the provisions of 2 CFR Part 200 Subpart A §200.318 General Procurement Standards through §200.326 Contract Provisions. Employees should consult with the City Attorney on any questions regarding application of these requirements to particular purchases.

When purchasing goods and services involving the use of state of California funds, the City may be required to follow provisions of state law, regulations, and policy depending upon the specific source of the state funds. Employees should consult with the City Attorney on any questions regarding application of state requirements to particular purchases.

D. PURCHASE ORDERS/BLANKET PURCHASE ORDERS

1. *Purchase Order.* A Purchase Order is a document issued to a vendor or contractor to authorize purchases of goods, equipment, and services. Purchase orders are required for all purchases of goods, equipment and services, in addition to any required contract documents.

The purpose of a Purchase Order is to:

- (a) Ensure compliance with this policy.
- (b) Encumber funds when an unencumbered appropriation exists in the fund.

There are exemptions from Purchase Order requirements. Examples of such exemptions include acquiring land, utility payments, payments to other governmental agencies, and debt

service payments. A list of exemptions is outlined in the Procurement Procedures Manual.

2. *A Blanket Purchase Order.* A blanket purchase order is an arrangement whereby the City contracts with a vendor to provide equipment or supplies on an as-needed and often, over-the-counter basis. Blanket Purchase Orders provide a mechanism whereby items that are uneconomical to stock may be purchased in a manner that allows field operations timely access to necessary materials. Blanket Purchase Orders shall not be used to purchase services, capital assets or items maintained in stock. All Blanket Purchase Orders must be authorized by the City Manager.

Blanket Purchase Orders must be confirmed annually, before the beginning of the fiscal year. Requests for Blanket Purchase Orders may also be submitted on an as-needed basis. Once a Blanket Purchase Order is issued to a vendor, any authorized City employee may contact the vendor directly to place orders per the terms and conditions specified in the Blanket Purchase Order.

Request for Blanket Purchase Order must be reviewed based upon the following criteria:

- (a) Geographic location.
- (b) Responsiveness and capabilities.
- (c) Average dollar value and type of items to be purchased.

- (d) Frequency of need.

All Blanket Purchase Orders shall include the following information:

- (a) A general description of the equipment or supplies that may be charged.
- (b) The period of time the order will remain open, not to exceed one year.
- (c) The maximum total amount that may be charged on the purchase order.
- (d) Identification of the department(s) and employee(s) who may charge against order.
- (e) Requirement that the employee show CITY identification.
- (f) Requirement that employees print and sign their names when picking up goods.
- (g) Account number(s) to be charged.

E. QUALIFIED CONTRACTORS/VENDORS

The City maintains a list of qualified contractors in accordance with the provisions of Pinole Municipal Code § 3.34.040, Public Contract Code § 22034, and criteria promulgated from time to time by the

California Uniform Construction Cost Accounting Commission. This list is utilized for procurements of public projects greater than sixty thousand dollars \$60,000 and less than or equal to two hundred thousand dollars (\$200,000) that are being let through informal bid procedures. In addition to

the qualified contractors list, the City may elect to maintain a list of qualified vendors.

F. PURCHASES AT AUCTION

Use of public auctions may be an appropriate method of procurement if approved in advance by the City Manager or City Council, depending on the amount of the purchase.

G. CLIMATE-FRIENDLY AND ENVIRONMENTALLY PREFERABLE PURCHASES AND PRACTICES POLICY

Senate Bill (SB) 1383 Regulations require jurisdictions to implement specific actions which include annually purchasing a specified amount of recovered organic waste products, and requiring recycled content paper products and recordkeeping to demonstrate compliance. The following details the SB 1383 procurement requirements for the City for meeting the annual recovered organic waste product procurement target, as well as the recycled-content paper procurement requirements as described in SB 1383 regulations (14 Division 7, Chapter 12, Article 12), and recordkeeping requirements.

Recovered Organic Waste Product Procurement Requirements

A. Annual Recovered Organic Waste Product Procurement Target

1. The City will annually procure for use or giveaway a quantity of Recovered Organic Waste Products that meets or exceeds its Annual Recovered Organic Waste Product Procurement Target.

2. To be eligible to meet the Annual Recovered Organic Waste Product Procurement Target, products that may be procured include the following:

- a. Compost.
- b. Mulch.
- c. Renewable Gas (in the form of transportation fuel, electricity, or heat).
- d. Electricity Procured from Biomass Conversion.

B. Requirements for City Departments

1. City department staff that are responsible for landscaping maintenance, renovation, construction, or related activity are to prioritize the use of Compost and Mulch produced from recovered Organic Waste for landscaping maintenance, renovation, or construction. SB 1383 Eligible Mulch used for land application must meet or exceed the physical contamination, maximum metal concentration and pathogen density standards specified in 14 CCR Section 17852(a) (24.5) (A)(1)-(3).
2. City projects that are subject to the Water Efficient Landscaping Ordinance (WELO), 23 CCR, Division 2, Chapter 2.7 are to keep records of Recovered Organic Product procurement. For all mulch that is land applied, procure Mulch that meets or exceeds the physical contamination, maximum metal concentration, and pathogen density standards for land applications specified in 14 CCR Section 17852(a) (24.5) (A)(1)-(3). City staff are required to keep records, including invoices or proof of Recovered Organic Waste Product procurement (either through purchase or acquisition), and submit records to the Recordkeeping Designee, upon completion of project.

C. Procedures & Recordkeeping Requirements for Procured Organic Products City Projects

1. City staff are required to keep records, including invoices or proof of Recovered Organic Product procurement (either through purchase or acquisition), and submit records to the Recordkeeping Designee, upon completion of project. Records shall include:

- a. General description of how and where the product was used and applied, if applicable.
- b. Source of product, including name, physical location, and contact information for each entity, operation, or facility from whom the Recovered Organic Waste Products were procured.
- c. Type of product and quantity of each product.
- d. Invoice or other record demonstrating purchase or procurement.

D. Requirements for Compost and or Mulch Giveaway Events or Other Distribution Events

1. For Compost and Mulch provided to residents, businesses or other organizations through giveaway events or other types of distribution methods, the City will require that the Direct Service Provider (including the City’s franchised hauler) maintain an accurate record of the quantity of Compost and/or Mulch that is distributed.

These records will include:

- a. General description of how/where product was used and or applied, as applicable
- b. Source of product (physical location), type of product and quantity of product

- c. Invoice or other record demonstrating purchase, distribution event or giveaway
2. The City's Recordkeeping Designee will keep records of Compost and Mulch provided for SB 1383 reporting purposes, and for the procurement of Mulch, report that mulch procured by the City or Direct Service Provider meets the land application standards specified in 14 CCR Section 18993.1, as it may be amended from time to time.
3. When Procurement of Recovered Organic Waste Products occurs through a Direct Service Provider, the City will require a written contract or agreement, or execute a purchase order with enforceable provisions that states mulch procured by the Direct Service Provider meets land application standards specified in 14 CCR Section 18993.1, as it may be amended from time to time.

E. Requirements for Procurement of Renewable Gas, Electricity Procured from Biomass Conversion

1. When the City procures Recovered Organic Waste Products that include Renewable Gas and/or Electricity Procured from Biomass Conversion occurs through a Direct Service Provider, the City shall enter into a written contract or agreement or execute a purchase order with enforceable provisions that includes: (i) definitions and specifications for Renewable Gas and/or Electricity Procured from Biomass Conversion and, (ii) an enforcement mechanism (e.g., termination, liquidated damages, etc.) in the event the Direct Service Provider is non-compliant with the requirements.
2. When the City has a Renewable Gas procurement (used for fuel for transportation, electricity, or heating applications), the City shall ensure

compliance with criteria specified in 14 CCR Section 18993.1., keep records for Renewable Gas procured and used by the City and provide records to the Recordkeeping Designee, on a suitable schedule as determined, but not less than annually.

3. If the City procures Renewable Gas from a Publicly-Owned Treatment Works (POTW), the City will annually verify that the Renewable Gas from the POTW complies with the requirements specified in 14 CCR Section 18993.1(h), including, but not limited to the exclusion in 14 CCR Section 17896.6(a)(1). And, the City shall annually receive a record from the POTW documenting the tons of Organic Waste received by the POTW from: (i) a compostable material handling operation or facility as defined in 14 CCR Section 17852(a)(12), other than a chipping and grinding operation or facility as defined in 14 CCR Section 17852(a)(10), that is permitted or authorized under 14 CCR Division 7; (ii) transfer/processing facility or transfer/processing operation as defined in 14 CCR Sections 17402(a)(30) and (31), respectively, that is permitted or authorized under 14 CCR Division 7; or (iii) a solid waste landfill as defined in Public Resources Code Section 40195.1 that is permitted under 27 CCR Division 2. The City shall require that the POTW annually provide documentation of the percentage of biosolids that the POTW produced and transported to activities that constitute landfill disposal to demonstrate that the POTW transported less than twenty-five percent (25%) of the biosolids it produced to activities that constitute landfill disposal. Landfill disposal is defined pursuant to 14 CCR Section 18983.1(a) and includes final disposition at a landfill; use of material as alternative daily cover or alternative intermediate cover at a landfill, and other dispositions not listed in 14 CCR Section 18983.1(b).

Alternative daily cover or alternative intermediate cover are defined in 27 CCR Sections 20690 and 20700, respectively.

The City will also require annual documentation that the POTW receives vehicle-transported solid waste that is an anaerobically digestible material for the purpose of anaerobic co-digestion with POTW treatment plant wastewater to demonstrate that the POTW meets the requirement of 14 CCR Section 18993.1(h)(2). The City will ensure records are submitted to the Recordkeeping Designee on an annual basis.

When the City procures electricity from Biomass Conversion the City will maintain records detailing the amount of Electricity Procured from Biomass Conversion facilities and receive written notification by an authorized representative of the Biomass Conversion facility certifying that biomass feedstock was received from a permitted solid waste facility identified in 14 CCR Section 18993.1(i). The City will provide these records to the Recordkeeping Designee on an annual basis.

1.15.050 Requirements for Procurement of Recycled Content Paper Products

1. City staff shall purchase Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper that consists of at least thirty percent (30%) recycle content whenever the total cost is the same cost, lesser cost or not more than 10% of the non-recycled content alternative, consistent with the requirements of the Public Contract Code, Sections 22150 through 22154 and Sections 12200 and 12209, as amended. All Paper Products and Printing and Writing Paper shall be eligible to be labeled with an unqualified recyclable

label as defined in Title 16 Code of Federal Regulations Section 260.12.

2. City staff are to maintain records of all Paper Products and Printing and Writing Paper purchases and provide sufficient records to the Recordkeeping Designee at an agreed upon schedule, but not less than annually to enable the Recordkeeping Designee to complete the required documentation for CalRecycle. City staff shall provide a copy of the invoice/ documentation of purchases, vendor name, purchaser name, date and quantity purchased, recycled content information or sufficient proof of purchase as agreed upon by CalRecycle. If non-Recycled-Content Paper Products and/or non-Recycled-Content Printing and Writing Paper are purchased, Town staff is to detail why Recycled-Content Paper Products and/or Recycled-Content Printing and Writing Paper were not purchased.

F. City Vendor Procurement Requirements

1. All vendors that provide Paper Products (including janitorial Paper Products) and Printing and Writing Paper to the City are to Provide Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper that consists of at least thirty percent (30%) recycle content whenever the total cost is the same cost, lesser cost or not more than 10% of the non-recycled content alternative, consistent with the requirements of the Public Contract Code, Sections 22150 through 22154 and Sections 12200 and 12209, as amended. Vendors are to only provide Paper Products and Printing and Writing Papers that meet Federal Trade Commission Recyclability standard as defined in Title 16 CFR Section 260.12.

2. Vendors are to certify in writing, under penalty of perjury, the minimum percentage of postconsumer material in the Paper Products and Printing and Writing Paper offered or sold to the City. This certification requirement may be waived if the percentage of postconsumer material in the Paper Products, Printing and Writing Paper, or both can be verified by a product label, catalog, invoice, or a manufacturer or vendor internet website. Vendors are to certify in writing, under penalty of perjury, that the Paper Products and Printing and Writing Paper offered or sold to the City are eligible to be labeled with an unqualified recyclable label as defined in Title 16 CFR Section 260.12.
3. Vendors are to provide records of all Paper Products and Printing and Writing Paper purchased (both recycled-content and non-recycled content) made by a City department to the Recordkeeping Designee on a schedule to be determined by the Recordkeeping Designee. Records shall include a copy of the invoice/ documentation of purchase, written certifications as required, purchaser name, quantity/date purchased, and if non-Recycled-Content Paper Products and/or non-Recycled-Content Printing and Writing Paper is purchased include a description of why Recycled-Content Paper Products and/or Recycled-Content Printing and Writing Paper were not purchased.
4. All vendors providing printing services to the City via a printing contract or written agreement, shall use Printing and Writing Paper that consists of at least thirty percent (30%), recycle content whenever the total cost is the same cost, lesser cost or not more than 10% of the non-recycled content alternative, consistent with the requirements of the Public Contract Code, Section 12209 or as amended.

SB 1383 PROCUREMENT RECORDKEEPING RESPONSIBILITIES

1. The City Manager or their designee will designate who will be the Recordkeeping Designee and responsible for consolidating information from all City departments pertaining to Procurement of Recovered Organic Waste Products and Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper.

2. The Recordkeeping Designee will track Procurement of Recovered Organic Waste Products, Recycled-Content Paper Products, and Recycled-Content Printing and Writing Paper and complete the following tasks:
 - a) Collect and collate copies of invoices or receipts (paper or electronic) or other proof of purchase that describe the procurement of Printing and Writing Paper and Paper Products, including the volume and type of all paper purchases; and, copies of certifications and other required verifications from all departments procuring Paper Products and Printing and Writing Paper (whether or not they contain recycled content) and/or from the vendors providing Printing and Writing Paper and Paper Products. These records must be kept as part of City’s documentation of its compliance with 14 CCR Section 18993.3.
 - b) Collect and collate copies of invoices or receipts or documentation evidencing procurement from all City departments procuring Recovered Organic Waste Products and invoices or similar records from vendors/contractors/others procuring Recovered Organic Waste Products on behalf of the City to ensure compliance in meeting its Annual Recovered Organic Waste Product Procurement Target. These records must be kept as

part of the City’s documentation of its compliance with 14 CCR Section 18993.1.

- c) Collect, collate, and maintain documentation submitted by the City, Direct Service Providers, and/or vendors. Compile an annual report on the City’s procurement, vendor/other procurement on behalf of the City of Recovered Organic Waste Products, Recycled-Content Paper Products, and Recycled-Content Printing and Writing Paper, consistent with the recordkeeping requirements contained in 14 CCR Section 18993.2 for the Annual Recovered Organic Waste Product Procurement Target and 14 CCR Section 18993.4 for Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper procurement. This report shall be made available to the City’s responsible entity for compiling the annual report to be submitted to CalRecycle (which will include a description of compliance on other SB 1383 regulatory requirements) pursuant to 14 CCR Division 7, Chapter 12, Article 13.

OTHER ENVIRONMENTALLY PREFERABLE PROCUREMENT PRODUCTS, SERVICES AND PRACTICES

- 1. City staff shall prioritize the purchase of environmentally preferable products, services, and practices, whenever feasible, that include the following:

Zero Emission and or Hybrid Fuel-Efficient Vehicle Fleet. When replacing City fleet vehicles, City staff will prioritize zero emission vehicles and or fuel-efficient vehicles, provided the vehicle meets the performance standard needed for its purpose. When replacing vehicles, less-polluting alternatives such as compressed natural gas, bio-based fuels, hybrids, electric batteries, or fuel cell types are to be considered.

Landscaping/Maintenance Services. When considering landscape maintenance services, City staff will prioritize provisions of Sustainable Guidelines for Landscape Professionals (www.bayfriendlycoalition.org) and establish a preferred list of native and drought-tolerant plants for use.

Energy Efficient Electronic Equipment. When considering purchase of new electronic equipment, City staff will prioritize products that include the “Energy Star” certification and meet “EPEAT” energy efficiency standards. All employees should maintain equipment on the most energy efficient settings.

Solar Installation and Battery Storage. City staff will consider solar installation and battery storage on City properties when deemed economically beneficial.

Water Efficient Products. When considering purchase of water fixtures, plumbing fixtures, and toilets, etc. City staff will prioritize the purchase of items that include the “Water Sense” certification to maximize water efficiency.

Leadership in Energy and Environmental Design (LEED)/Green Building. When building or renovating City facilities, staff will prioritize Leadership in Energy and Environmental Design (LEED) green building practices. When exterior hardscape modifications are made to existing City facilities, staff will consider replacement of impervious surfaces with permeable substitutes such as permeable asphalt, concrete or pavers for walkways, patios, parking lots and driveways.

EFFECTIVE DATE OF POLICY

This amended Policy shall take effect xyz date, 2022

VIII. DEFINITIONS

Competitive Bidding Process. The process of soliciting and obtaining formal and informal bids, including price quotations, from competing sources, from which an award is typically made to the lowest responsive and responsible bidder.

Cooperative Procurement. A variety of arrangements whereby two or more public entities purchase goods and/or services from the same supplier or multiple suppliers using a single competitive bid or proposal. The combining of the purchasing requirements of two or more public entities to leverage the benefits of volume purchases, including administrative savings and other demonstrable advantages.

Department Head. A department head is a City employee holding a director-level position within the City organization. Department Heads are members of the City executive team and are charged with managing the goals, duties, budget, and personnel of individual City departments. The Fire Chief, Police Chief, Development Services Director, and Finance Director are all Department Heads.

Emergency Procurement. Emergency procurements are those purchases necessary to avoid or mitigate a clear and imminent threat or danger where delay could result in loss of life or danger to health, welfare, or property or threaten the continued operation of the City or the provision of essential City services.

Formal Procurement. Formal procurement describes procurements processes that require adherence to stricter and more formalized procedures and standards. Formal procurement includes formal bidding and formal competitive proposal processes. Formal procurement is used for higher value and more complex purchases.

Formal Bidding. A procurement process for public works projects valued at \$200,000 or more and for the purchase of goods, general services and non-public works construction projects valued at over \$45,000. For public works project procurements, this process is governed by California Public Contract Code § 22037. This process involves stricter and more formalized procedures than informal bidding.

Formal Competitive Proposals (RFP). A procurement process where the City solicits proposals for consultant/professional services from potential providers. A formal RFP process is for expenditures greater than \$45,000. The RFP typically starts with a scope of work and requests proposals to perform it. Proposals typically include a price component which is part of the evaluation criteria to determine which proposal best meets the needs of the City.

General Services. Work performed, or services rendered by outside persons or entities hired by the City. Such services include but are not limited to, custodial

services, building and equipment maintenance, machinery and equipment rental, utility services, and land surveying. General Services does not include contracts for public works. This type of work typically involves services where the methods for performing the work is standardized.

Informal Bidding. A procurement process for public works projects valued at more than \$60,000 but less than \$200,000. This process is governed by California Public Contract Code §22034 and Pinole Municipal Code §3.34.040 and involves less formalized and less strict procedures than formal bidding.

Informal Solicitation. A procurement process where the City solicits written quotes from potential vendors. These written quotes may be informally documented, such as through emails between City employees and potential vendors. This process may be used for purchases of goods, general services, nonpublic works construction projects, and consultant/professional services valued at \$45,000 or less and may also be used for public works projects valued at \$60,000 or less.

Informal Procurement. Informal procurement describes procurements processes that permit more flexible and less formalized procedures and standards. Informal procurement includes micro purchases, informal solicitation, and informal bidding. Informal procurement is used for lower value and less complex purchases.

Local Preference. A program where local businesses are given preference in the City’s procurement process.

Micro purchases. A procurement process where purchases need not be awarded competitively, but the price must be determined to be fair and reasonable and should be distributed equitably among qualified suppliers. This process may be used for purchase of goods/general services valued under \$10,000.

Non-Public Works project. A type of project that does not fall within the definition of “public works project” under the Public Contract Code and is thus, not governed by the competitive requirements applicable to “public works projects.” Examples of non-public works projects include maintenance projects defined as “Routine, recurring, and usual work for the preservation or protection of any publicly-owned or publicly-operated facility for its intended purposes; minor repainting; resurfacing of streets and highways at less than one inch; landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems; nor work performed to keep, operate, and maintain publicly owned water, power, or waste disposal systems, including, but not limited to, dams, reservoirs, powerplants, and electrical transmission lines of 230,000 volts and higher” (PCC § 22002 (c) and (d)).

Piggybacking. A form of intergovernmental cooperative purchasing whereby the City utilizes the contract pricing and terms of another government agency to purchase the same goods or services.

Professional Services. Those services provided by a person or firm engaged in a profession based on a generally recognized special knowledge or skill, including but not limited to, the professions of accountant, attorney, artist, architect, biologist, archeologist, landscape architect, construction manager, engineer,

environmental consultant, training or educational consultant, and whose services are considered distinct and unique to such a degree that bidding may not be feasible. Typically, when using professional services there is considerable professional judgement on how work is to be accomplished in meeting a scope of work. As a result, other factors besides price are relevant in determining who to use in meeting City goals.

Public Works. This term is used in two regulatory arenas. In the Public Contract Code, it refers to the construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement of any kind, including, but not limited to, demolitions, and the construction and installation of drainage systems, lighting and signaling systems, sewer and water systems, and park and recreational facilities. This is the common usage that guides the City’s budgeting, purchasing and other processes. However, it is important to note that the Labor Code uses this term to cover certain maintenance activities of these same public assets, which trigger prevailing wage laws.

Sole Source. A situation where a good or service can only be obtained from one source due to its proprietary or specialized nature.

“Annual Recovered Organic Waste Product Procurement Target” means the amount of Organic Waste in the form of a Recovered Organic Waste Product that the City of Pinole’s is required to procure annually under 14 CCR Section 18993.1. This target is calculated by multiplying the per capita procurement target, which shall be 0.08 tons of Organic Waste per California resident per year, times the City’s residential population using the most recent annual data reported by the California Department of Finance.

“Compost” means the product resulting from the controlled biological decomposition of organic solid wastes that are source separated from the municipal solid waste stream or which are separated at a centralized facility or as otherwise defined in 14 CCR Section 17896.2(a)(4).

Compost eligible for meeting the Annual Recovered Organic Waste Product Procurement Target must be produced at a compostable material handling operation or facility permitted or authorized under 14 CCR, Division 7, Chapter 3.1 or produced at a large volume in-vessel digestion facility that composts on-site as defined and permitted under 14 CCR Division 7, Chapter 3.2. Compost shall meet the State’s composting operations regulatory requirements.

“Consider” means to actively and in good faith seek the stated objectives of purchasing recycled content or environmentally preferable products.

“Direct Service Provider” means a person, company, agency, district, or other entity that provides a service or services to the City pursuant to a contract or other written agreement or as otherwise defined in 14 CCR Section 18982(a)(17).

“Electricity Procured from Biomass Conversion” means electricity generated from biomass facilities that convert recovered Organic Waste, such as wood and prunings from the municipal stream, into electricity. Electricity procured from a biomass conversion facility may only count toward the Jurisdiction’s Annual Recovered Organic Waste Product Procurement Target if the facility receives feedstock directly from certain permitted or authorized compostable material handling operations or facilities, transfer/processing operations or facilities, or landfills, as described in 14 CCR Section 18993.1(i).

“Feasible” means whenever possible and compatible with local, state, and federal law, without reducing safety, quality, or effectiveness, and where the practice, product or service is available at a reasonable cost in a reasonable period of time. Reasonable cost shall be no more than 10% of the less sustainable product.

“Leadership in Energy and Environmental Design (LEEDTM) Rating System” means the green building assessment system developed by the U.S. Green Building Council designed for rating new and existing commercial, institutional, and high-rise residential buildings.

Mulch” means mulch eligible to meet the Annual Recovered Organic Waste Product Procurement Target, pursuant to 14 CCR, Division 7, Chapter 12. Mulch must meet the following conditions for the duration of the applicable procurement compliance year, as specified by 14 CCR Section 18993.1(f)(4):

1. Be produced at one of the following facilities:
 - A. Compostable material handling operation or facility as defined in 14 CCR Section 17852(a)(12), that is permitted or authorized under 14 CCR, Division 7, other than a chipping and grinding operation or facility as defined in 14 CCR Section 17852(a)(10); Mulch excludes mulch from chipping and grinding operations.
 - B. Transfer/processing facility or transfer/processing operation as defined in 14 CCR Sections 17402(a)(30) and (31), respectively, that is permitted or authorized under 14 CCR Division 7; or,
 - C. A solid waste landfill as defined in Public Resources Code Section 40195.1 that is permitted under 27 CCR, Division 2.

2. Meet or exceed the physical contamination, maximum metal concentration, and pathogen density standards for land application specified in 14 CCR Sections 17852(a) (24.5) (A)(1)- (3).

“Organic Waste” means solid wastes containing material originated from living organisms and their metabolic waste products including, but not limited to, food, yard trimmings, organic textiles and carpets, lumber, wood, Paper Products, Printing and Writing Paper, manure, biosolids, digestate, and sludges, or as otherwise defined in 14 CCR Section 18982(a)(46). Biosolids and digestate are as defined in 14 CCR Section 18982(a)(4) and 14 CCR Section 18982(a) (16.5), respectively.

“Paper Products” include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, hanging files, corrugated boxes, tissue, toweling; or as otherwise defined in 14 CCR Section 18982(a)(51). Printing/writing paper include, but are not limited to, copy paper, envelopes, envelopes, writing tablets, newsprint, uncoated writing papers, posters, brochures, magazines, and publications; or as otherwise defined in 14 CCR Section 18982(a)(54).

“Procurement of Recovered Organic Waste Products” shall mean purchase or acquisition (e.g., free delivery or free distribution from a hauler or other entity via a written agreement or contract), and end use by the City or others. The City’s Annual Recovered Organic Waste Product Procurement Target can be fulfilled directly by the City or by Direct Service Providers through written contracts or agreements for Procurement of Recovered Organic Waste Products at the City’s request.

“Publicly-Owned Treatment Works” or “POTW” has the same meaning as in Section 403.3(r) of Title 40 of the Code of Federal Regulations.

“Recovered Organic Waste Products” means products made from California, landfill-diverted recovered Organic Waste processed at a permitted or otherwise authorized operation or facility, or as otherwise defined in 14 CCR Section 18982(a)(60). Products that can be used to meet the Annual Recovered Organic Waste Product Procurement Target shall include Compost, Mulch, Renewable Gas from an in-vessel digestion facility, and Electricity Procured from Biomass Conversion as described herein and provided that such products meet requirements of 14 CCR, Division 7, Chapter 12, Article 12.

“Recordkeeping Designee” means the staff person appointed by the City Manager or their designee track procurement and maintain records of Recovered Organic Waste Product procurement efforts both by the Town and others, if applicable, as required by 14 CCR, Division 7, Chapter 12, Articles 12 and 13.

"Recyclability" means that the Paper Products and Printing and Writing Paper offered or sold to the Town are eligible to be labeled with an unqualified recyclable label as defined in 16 Code of Federal Regulations Section 260.12.

“Recycled-Content Paper Products” and “Recycled-Content Printing and Writing Paper” means such paper products that consist of at least 30%, by fiber weight, postconsumer fiber, consistent with the requirements of Public Contract Code Sections 22150 to 22154, 12200 and 12209, and as amended.

“Renewable Gas” means gas derived from Organic Waste that has been diverted from a landfill and processed at an in-vessel digestion facility that is permitted or otherwise authorized by 14 CCR to recover Organic Waste, or as otherwise defined in 14 CCR Section 18982(a)(62).

“SB 1383” means Senate Bill 1383 (Chapter 395, Statutes of 2016), which added Sections 39730.5, 39730.6, 39730.7, and 39730.8 to the Health and Safety Code, and added Chapter 13.1 (commencing with Section 42652) to Part 3 of Division 30 of the Public Resources Code, establishing methane emissions reduction targets in a statewide effort to reduce emissions of short-lived climate pollutants, as amended, supplemented, superseded, and replaced from time to time.

“SB 1383 Regulations” means or refers to, for the purposes of this policy, the Short-Lived Climate Pollutants (SLCP): Organic Waste Reductions regulations developed by CalRecycle and adopted in 2020 that created 14 CCR, Division 7, Chapter 12 and amended portions of regulations of 14 CCR and 27 CCR.

“State” means the State of California.

APPENDIX A

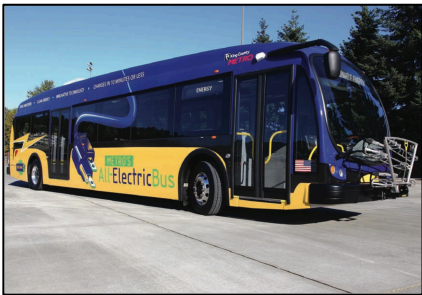
Type of Purchase	Cost	Approval Authority	Documentation	Procurement Method
Goods/General Services	Under \$10,000	Department Head	Purchase Order/Invoice	Micro Purchase
Goods/General Services/Non PW Construction	\$45,000 or less	City Manager	Contract	Informal Solicitation

Goods/General Services/Non PW Construction	Over \$45,000	City Council	Contract	Formal Bidding
Consultant/Professional Services	\$45,000 or less	City Manager	Contract	Informal Solicitation
Consultant/Professional Services	Over \$45,000	City Council	Contract	Formal Competitive Proposals
Public Works	\$60,000 or less	City Manager	Contract	Informal Solicitation
Public Works	Over \$60,000 up to \$200,000	City Manager	Contract	Informal Bidding
Public Works	Over \$200,000	City Council	Contract	Formal Bidding
Federally-Funded Public Works	Transactions utilizing federal funds are governed by federal law and procedures			
Federally-Funded Goods/Services	Transactions utilizing federal funds are governed by federal law and procedures			

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THE BUCK STARTS HERE
Sustainable Procurement Playbook
for Cities



October 2016



Acknowledgements

The *Sustainable Procurement Playbook for Cities* would not have happened without the bold leadership of Karen Weigert, (now former) Sustainability Director for the City of Chicago, and the ongoing, substantial and effective participation of staff from all of the 19 participating USDN member cities.

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- Chris Geiger, San Francisco Department of the Environment
- Karen Hamilton, King County Environmental Purchasing Program

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AUTHORS

Alicia Culver is the primary author of this *Playbook*. She has over two decades of experience working with government agencies, public institutions, and businesses developing and implementing sustainable program policies, programs, and practices. She is currently the Executive Director of the Responsible Purchasing Network (RPN).

Tim Reeve and **Natalie Duronio** of Reeve Consulting work with municipalities and other government agencies across Canada to share sustainable procurement resources and best practices through a national professional network called the Municipal Collaboration for Sustainable Procurement. They have provided examples of model sustainable procurement policies and practices, case studies, and business case examples from Canada.

Kelly Panciera is the principal of Green Spectrum Consulting and an RPN Research Associate, who provided expertise on sustainable procurement policies as well as editing assistance.

Rebecca Calahan Klein is an RPN consultant who helped to facilitate the monthly meetings with the *Playbook* Committee.

Linda Novick is an RPN Research Associate, who provided expertise on sustainable vehicle procurement.

Amy Roth is principal of Avencore Group and an RPN Research Associate, who provided expertise on sustainable electronics procurement.

Edmund Zagorin is an RPN Research Associate, who provided expertise on sustainable procurement of building materials.

PLEASE GIVE US YOUR FEEDBACK

The *Playbook* is designed to serve as a go-to resource for USDN and RPN members as well as local governments across the US and Canada, to catalyze the launch and expansion of sustainable procurement programs and the standardization of approaches to sustainable procurement at the local level. If you have comments on or suggestions for improving the *Playbook*, please contact Alicia Culver, Executive Director of the Responsible Purchasing Network at Alicia@ResponsiblePurchasing.org.

We are interested in having the *Playbook* distributed as broadly as possible, if you would like hard copies of the *Playbook* to share with colleagues in your community, or a network organization you belong to, please let us know.

Participating in the development of the *Playbook* enabled many project participants to update/enhance their own sustainable procurement efforts, as well as work together collaboratively in several key product categories. The results of these efforts are shared throughout the *Playbook*. We are interested in continuing to track how the *Playbook* is influencing action by cities across the country. Please share your story with us.



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Chapter 1: Introduction and Executive Summary

Local governments spend billions of dollars through their procurement of goods and services, creating unique opportunities to generate a variety of sustainability benefits. Although sustainable procurement is widely practiced by local governments, it is far from standardized as a municipal best practice. Many cities (and counties) are working on their own to develop their sustainable purchasing policies, programs, procedures and contract specifications. They can benefit greatly from sharing market research, model policy and bid specification language, effective program designs and procurement strategies, successful education and outreach approaches, and practical tracking and reporting procedures.

THE SUSTAINABLE PROCUREMENT PLAYBOOK FOR CITIES PROJECT

In late 2014, 19 members of the Urban Sustainability Directors Network (USDN) came together to create a project to help them:

- enhance and strengthen their city's sustainable procurement efforts by learning about and implementing best practices developed and tested by other USDN members;
- identify and work collaboratively on high-impact sustainable procurement opportunities; and
- create the USDN *Sustainable Procurement Playbook* to help other cities undertake similar sustainable procurement efforts in their communities.

The City of Chicago served as the lead USDN city for this project, and was joined by the following cities: Ann Arbor (MI), Austin, Houston and San Antonio (TX), Boston and Somerville (MA), Burlington (VT), Fairfax (VA), Lakewood, Orlando and Sarasota (FL), Oklahoma City (OK), Palo Alto and San Francisco (CA), Salt Lake City (UT), Washington, D.C., Vancouver (BC, Canada), and Winnipeg (MB, Canada).

Responsible Purchasing Network (RPN) was the technical consultant for the project.

Primary funding for the *USDN Sustainable Procurement Playbook* Project was generously provided by the USDN Innovation Fund. Global Philanthropy Partners served as the project's fiscal sponsor. Additional funding was provided by the Roy A. Hunt Foundation.

HOW THE PLAYBOOK WAS DEVELOPED

The *Sustainable Procurement Playbook* was developed through:

- An online survey of the 19 participating cities about their sustainable experiences, challenges, successes and priorities;

- In-depth interviews with the participating cities about their sustainable procurement policies, program design, practices and priorities;
- Analysis of annual spending by participating cities;
- Identification of high-impact priority areas for sustainable procurement for individual cities and for the USDN project participants as a whole
- Extensive research into successful sustainable procurement policies and practices that have been adopted by other USDN members and other local governments in the US and Canada; and,
- Review of sustainable procurement policies, best practices, standards and tools from RPN, the Sustainable Purchasing Leadership Council, the Green Electronics Council, the Municipal Collaborative for Sustainable Procurement (based in Canada), the West Coast Climate and Materials Management Forum, and other leading sustainable procurement organizations.

The cities involved in the project discussed each topic, reviewed drafts of the *Playbook*, and gave comments to RPN. In addition, participating cities used the draft *Playbook* to inform real-time choices they were making to start, modify or expand their sustainable procurement policies, programs and practices. Finally, participating cities have expressed interest in working together collaboratively on sustainable procurement projects that will yield meaningful and measurable results.

WHAT YOU WILL FIND IN THE *PLAYBOOK*

Many cities and counties want to develop or update their sustainable purchasing **policies** and need best practice examples, sample language and practical guidance. In addition, local governments, whether they are starting or strengthening an existing sustainable procurement effort, need examples of best practices for designing and implementing an effective sustainable procurement **program**.

Municipalities are often looking for models of how to:

- **Communicate the business case for sustainable procurement** to internal and external stakeholders by demonstrating that sustainable procurement can not only help municipalities meet their sustainability goals but can also often pay for itself and contribute to the local economy.
- **Develop clear and actionable policies** that achieve desired sustainability outcomes such as climate protection, toxics reduction or elimination, resource conservation, public health improvements and local economic development.
- **Identify high-priority sustainable procurement opportunities** (associated with capital projects, commodity contracts and service agreements) that will help reach their sustainability goals.
- **Establish clear, defensible and effective sustainable procurement standards and procedures** to ensure that their policy is fully and consistently followed.
- **Design a coordinated outreach program** to inform employees and vendors about their sustainable purchasing policies, standards and procedures.

- **Ensure sufficient technical resources** are available to the purchasing team.
- **Track and report sustainable procurement activities and impacts** including measurable environmental benefits (e.g., reductions in electricity, water and paper consumption; avoidance of greenhouse gas emissions; etc.), health benefits (e.g., elimination of chemicals known to cause cancer or asthma from building maintenance products), and cost savings.

This *Sustainable Procurement Playbook* provides practical advice, best practices, resources and tools to help cities with their sustainable procurement efforts.

- **Chapter 1** provides an introduction to sustainable procurement.
- **Chapter 2** focuses on how to make the business case for sustainable procurement.
- **Chapters 3 and 4** describe how to develop a sustainable procurement policy and how to build, implement and sustain successful sustainable program
- **Chapters 5, 6, and 7** provide practical tools and examples for doing a spend analysis, setting priorities, creating contracts and tracking and reporting results.
- **Chapters 8, 9, and 10** provide real world examples of how to undertake and leverage sustainable procurement activities in three high-impact product categories: electronics, fleet vehicles, and building materials.

Throughout the *Playbook*, you will find:

- **Examples of best practices** by project participants and other USDN members.
- **Model language** for sustainable procurement policies.
- **Guidance for designing and implementing a high-functioning and practical sustainable procurement program** that addresses issues such as staff roles and responsibilities, communication methods and training.
- **A customizable *Sustainable Procurement Prioritization Tool*** to help cities focus their sustainable procurement efforts on product and service categories that can yield significant environmental, health and economic benefits.
- **Recommended procurement guidance for several high-impact product and service categories** that were identified by USDN members using the *Sustainable Procurement Prioritization Tool* (including bid specifications, vendor survey questions, and bid evaluation procedures).
- **Environmental benefit calculators as well as other tools and strategies for tracking and reporting** sustainable procurement actions and benefits such as energy and water conservation, greenhouse gas reductions, waste prevention, and cost savings.

EXECUTIVE SUMMARY

Chapter 2: Making the Business Case for Sustainable Procurement

Sustainable procurement is an important activity local governments can undertake to demonstrate that they are leading by example. It not only enables cities and counties to gain experience with sustainable products and services that are available from local firms, it gives them credibility when they ask businesses and residents to follow suit. But this sustainability strategy is much more than that.

Many municipalities are discovering that sustainable procurement can help them make *measurable* progress toward achieving their sustainability goals. Here are some examples:

- Greenhouse gas emissions can be significantly reduced by purchasing electric and hybrid-electric vehicles, LED light bulbs and fixtures, energy-efficient computers and appliances, solar panels, electricity from wind, solar and coal-free sources, and even recycled copy paper.
- “Zero Waste” goals can be supported by replacing polystyrene cups and plates with reusable and compostable options, polystyrene cups and plates with reusable and compostable food service ware, bottle water with water bottle refill stations, paper towels with high-efficiency hand dryers, and single-use batteries with rechargeables.
- A significant amount of water can be conserved by choosing water-efficient washing machines and toilets, microfiber mops, and foaming hand soap (instead of liquid).
- Municipalities can combat asthma by eliminating cleaning chemicals, disinfectants, floor maintenance chemicals, paint, furniture, and flooring products that contain known asthma-causing chemicals; by installing anti-idling devices in fleet vehicles; and by switching from conventional diesel to renewable biodiesel in transit buses and trucks.
- Local governments can meet their social responsibility, diversity, and local economic development goals by giving preference to goods and services that are certified as fairly traded; offered by certified disadvantaged businesses, B Corps, or worker-owned cooperatives; or locally sourced.

Sustainable procurement can also save jurisdictions money by favoring products that are more resource-efficient, that last longer, and that have lower maintenance and disposal costs.

Chapter 3: Developing a Sustainable Procurement Policy

A comprehensive sustainable procurement **policy** can lay an important foundation for an effective sustainable procurement program, especially if it is created by a broad group of stakeholders, including top-level managers, procurement and sustainability staff, and end-using departments. At a minimum, it should:

- Clearly delineate staff roles and responsibilities;
- Call for the creation of sustainable procurement plans, procedures and implementation tools;
- Direct the jurisdiction to make sustainable procurement the “default activity” for major purchasing decisions and set sustainable procurement goals;
- Encourage employees to use credible eco-labels and “best value” assessment methods when making purchasing decisions; and
- Include tracking and reporting requirements.

Lessons Learned: Local governments should consider re-energizing their sustainable procurement program by adopting a complementary sustainable procurement policy that addresses a specific type of product (e.g., bottled water, cleaning products, food, or paper) or promotes a specific sustainability outcome (e.g., buy local, climate protection, sweatshop-free, or toxics reduction).

Chapter 4: Designing a Sustainable Procurement Program

For a sustainable procurement program to be successful, it must be treated as a team activity, including top-level support, clear leadership by procurement, strong support by sustainability staff, and ongoing engagement of end-using departments to ensure that sustainable products meet their needs and technical requirements.

Other important elements of an effective sustainable procurement program include:

- Dedicated staff time, including a central point-of-contact and technical support needed to identify sustainable attributes of products and suppliers;
- Periodic planning and prioritization to identify upcoming high-impact opportunities;
- Development of Sustainable Procurement Procedures Manual for your jurisdiction, including model specifications, vendor survey questions, and contract boilerplate language (related to applicable policy language, approved eco-labels, chemical restrictions, product labeling, packaging standards, product take-back and recycling requirements, “green” spend reporting, piggybacking, etc.);
- A team approach to undertaking sustainable procurement actions (see *Lessons Learned*, below);
- A coordinated education and outreach program for staff and vendors including, notably, a one-stop sustainable procurement website that highlight your jurisdiction’s sustainability policies, specifications, contracts, success stories, training and promotional videos, progress reports, etc.; and
- Tracking and reporting sustainable purchasing activities, accomplishments, and impacts.

Lessons Learned: It is important to include sustainable procurement in staff performance reviews and cover sustainable procurement in existing staff training and vendor outreach materials.

Ideally, **Purchasing** will take the lead in convening a product-specific **Sourcing Team** (which includes high-volume contract users) for each targeted sustainable procurement actions, informs it of the contract scope, timeline, and procurement strategy (e.g., RFP versus Invitation to Bid), and provides past bid-solicitation documents including specifications, bid sheets, core list, and historic usage data.

Sustainability will take a leading role in supporting **Purchasing** and the **Sourcing Team** by identifying applicable standards and credible third-party certifications for the product category, evaluating potential cooperative purchasing opportunities, and proposing sustainability-related specifications, vendor survey questions, and contract language (re: product labeling, green spend reporting, packaging and recycling, etc.). During the bid evaluation process, **Sustainability** should help evaluate the sustainability attributes of products offered by bidders as well as their answers to sustainability-related questions. Once the contract is awarded, it would monitor vendor compliance with the sustainability requirements in the contract and helps **Procurement** with tracking and reporting sustainable spend and resulting environmental and economic benefits.

High-volume end-users should participate in relevant **Sourcing Teams** to ensure that sustainable products meet the jurisdiction’s technical requirements. They should share their experiences with the products they have been using – as well as any sustainable product options they have tried – and approve the sustainability specifications and list of items on the bid list before these documents go to Procurement. They may need to pilot test sustainable options.

As much as possible, sustainable procurement should be a “cut and paste” activity, where purchasing agents use pre-populated sustainable procurement templates that are developed for targeted product categories.

Chapter 5: Setting Sustainable Procurement Priorities

Local governments can become easily overwhelmed if they try to green every purchasing decision. And, if they focus on low-impact sustainable procurement actions, they may miss high-impact opportunities. Since many have limited staff resources, it is very important to pursue those that will result in the “biggest bang for the buck” and that are strongly aligned with sustainability goals articulated in their sustainable procurement policy or sustainability plan.

Best practices for setting sustainable procurement priorities include:

- Creating a team to undertake the prioritization process;
- Identifying the most relevant policy drivers;
- Conducting a “sustainability spend analysis” to identify categories of goods and services that may have significant environmental, health, social, and/or economic impacts;
- Reviewing contracts to find upcoming sustainable procurement opportunities; and
- Developing a sustainable procurement action plan for the coming 1-3 years that prioritizes your jurisdiction’s efforts on product categories that are:
 - a. High-spend
 - b. High-impact (and align with your sustainability goals)
 - c. Easy to implement (low-hanging fruit)
 - d. Likely to yield multiple sustainability benefits
 - e. Innovative

Lessons Learned: It is important to aggregate all of the commodity and service contracts for each category since some (such as janitorial cleaning) can be divided between the two. Also, municipalities can get more traction if they address an entire category of products – rather than individual contracts – by developing model bid templates for similar contracts.

A good strategy is to include some product categories in the mix that are relatively easy because the market for sustainable goods or services is relatively mature, there are many products with credible third-party eco-labels, or other jurisdictions can take them on. This will help your program gain momentum. Encourage different agencies to take the lead on sustainable procurement initiatives that are of strong interest to them. Focusing on product categories that can save money or yield measurable sustainability benefits can help your sustainable program team make the business case for additional resources.

Chapter 6: Creating Contracts for Sustainable Goods and Services

Many municipal leaders in sustainable procurement utilize strategies to make the process easier or effective at securing discounts on goods and services with verifiable sustainable attributes. These strategies include:

- Looking for opportunities to use an existing contract that has been developed by a neighboring local government, state agency, or an established cooperative purchasing organization, which avoids the need to go through the contracting process altogether;
- Tailoring bid solicitation documents, including specifications and vendor survey sheets, that have been developed by another jurisdiction;
- Surveying the market – either formally with a Request for Information (RFI) or informally through online research or pre-bid meetings – to assess the availability, price, and performance of sustainable products from local suppliers;
- Conducting a pilot test to identify sustainable products that will best meet your needs;
- Referencing third-party certifications and credible standards (such as EPA’s recycled-content guidelines) in bid specifications, which makes the bid evaluation process easier and less subject to a bid challenge;
- Evaluating vendors by including a vendor sustainability questionnaire in your bid solicitation package;
- Creating a “green” market basket or “core” list to secure deep discounts on sustainable goods and services and remove conventional products from your list of high-usage products;
- Ensuring compliance with specifications during the bid evaluation process and awarding points to bidders that offer additional sustainability services such as training, recycling, sustainable packaging, and transportation services, etc.;
- Developing “all-green” contracts, which may secure lower prices on sustainable products and makes education and tracking easier;
- Considering using a reverse auction to secure more attractive pricing on sustainable products;
- Awarding the contract to multiple vendors of sustainable products to give contract users product choices and to foster price competition over the life of the contract;
- Consider awarding some or all of the sustainable products separately to enable vendors that do not offer conventional products to compete;
- Ensuring that all products offered on the contract meets the sustainability criteria in the bid solicitation document; and
- Promoting the sustainable products on your new contract to end-users soon after the contract has been awarded.

Lessons Learned: When using a contract that has been created by another jurisdiction, read the bid solicitation and contract carefully to make sure it offers all of the products with attractive pricing. In addition, make sure that vendors are required to provide training, labeling, reporting, and other services that you will need to ensure a smooth transition to using the sustainable products the vendor offers. Vendors will sometimes agree to adhere to additional sustainability requirements if you include them in your participating agreement. For example, they may be willing to let you add more sustainable products to the contract’s core list so that those items qualify for deeper discounts.

If you have an existing contract with a vendor, ask them whether they can offer better pricing on another contract that you can use. Many municipalities automatically extend contracts (especially if they are understaffed or backlogged on their procurements). But optional contract extensions are an important time to reassess your contract and vendors. They can be used strategically to convince existing vendors to do a better job at providing sustainable products and services, at training, or at tracking and reporting the contract’s sustainability benefits. If the contractor is not doing a good job at offering sustainable products to your contract users, you have the option not to extend it. Alternatively, if they are doing a

good job, you may be able to continue using them through another contract that would give you equivalent (or possibly better) pricing.

Municipalities can often save significant amounts of time and money by collaborating with other cities and counties to jointly develop and issue bid solicitations for sustainable goods and services. This has been done effectively for products such as solar PV systems, compostable food service ware, and other products. In addition, some local councils of governments (COGs) are coordinating solicitations for sustainable products (such as electric vehicles and LED street lights) on behalf of multiple jurisdictions. Others are encouraging the members of their COGs to routinely add a “me, too” clause to make piggybacking easier and promoting the green contracts to their members.

Chapter 7: Tracking and Reporting Sustainable Procurement Results

While tracking the impacts of a municipality’s sustainable procurement activities is a challenging task, it is an essential element of a program’s long-term success because it can help the Sustainable Purchasing Team:

- Effectively make the case for a sustainable procurement program by demonstrating that it is helping them meet their sustainability goals;
- Convince mayors and other municipal leaders to devote more financial resources to the program;
- Demonstrate to policymakers and the public that the jurisdiction’s sustainable procurement policy is being implemented;
- Gain credibility with the community by demonstrating how their jurisdiction is “leading by example;”
- Qualify for sustainability awards, certifications, and grants; and
- Identify opportunities for improving the jurisdiction’s sustainable procurement program.

Best practices for tracking and reporting sustainable procurement activities and impacts include:

- Incorporating tracking and reporting requirements into your jurisdiction’s sustainable procurement policy;
- Developing a tracking and reporting plan that identifies key performance indicators (KPIs);
- Tracking sustainable procurement *activities* (such as the number and dollar value of new contracts that were created) and *impacts* (such as number of sustainable products that were purchased as well as resulting environmental, health, and economic benefits);
- Requiring approved vendors to provide data on the amount of sustainable products and services they sold to your jurisdiction on an annual basis;
- Establishing all-green contracts to make the “green spend” tracking process easier; and
- Communicating the results of your tracking efforts to policy-makers, employees, and the public on an annual basis.

Lessons Learned: The results of your tracking program can provide valuable insight about how well your sustainable procurement initiatives are working and can help your team identify opportunities for further improvement.

A growing number of municipalities are using new e-procurement systems, which “tag” sustainable products, to make their tracking process easier and faster. In such cases, it is important to put effort in

upfront to make sure that all of the items that are “tagged” as sustainable comply with your specifications.

Alternatively, if you are requesting information from multiple vendors, the development of a reporting template can help ensure that you receive data that is complete and consistent among different firms; this will cut down on the time it will take to analyze it.

Many third-party certifiers of products (e.g., the ENERGY STAR program) and other nonprofit organizations (e.g., the Environmental Paper Network) have developed calculators that make it relatively easy to estimate the environmental benefits of buying energy-efficient electronics, recycled-content paper, and other environmentally preferable products.

Chapter 8: Sustainable Procurement in Action: Electronics

Local governments spend millions of dollars on electronics and related products, including computers, monitors, imaging equipment, servers, and toner and ink cartridges, each year. Not only is electronics a big ticket product category, but it also has many environmental impacts that span the entire product lifecycle from manufacture to use to end of life.

Best practices for buying green electronics include:

- Forming a green electronics procurement team to develop and implement procurement, operational, and end-of-life waste management strategies for your electronics;
- Creating either a stand-alone green electronics policy or incorporate green electronics procurement language into existing sustainable procurement policies or broader sustainability policies;
- Developing a green electronics procurement implementation plan identifies important steps your jurisdiction intends to take to make meaningful progress toward meeting its policy goals
- Assessing your current green electronics purchasing practices, including reviewing existing contracts to identify upcoming sustainable procurement opportunities; identifying renewal/bid dates and how contracts are developed (e.g., RFP, ITB, etc.); and conducting a spend analysis to determine volumes of both conventional and green electronics purchased;
- Adopting green electronics specifications and procedures that require compliance with sustainability specifications or standards (e.g., EPEAT and ENERGY STAR), or award points in the RFP process to vendors that offer more certified products, or products certified at a higher level;
- Addressing end-of-life management in your contracts including erasing data from equipment, donating usable equipment, using end-of-life services provided by vendors or manufacturers, and requiring vendors to track and report equipment’s final destination;
- Establishing a paper reduction policy and procurement practices to save money and reduce waste;
- Purchasing ancillary IT products that offer environmental, health, and economic benefits such as toner and ink cartridges, power supplies, thumb drives and other storage devices, batteries, and other products that are needed to operate electronics; and
- Tracking and reporting results by calculating the dollar amount and percentage of electronics that meet their environmental specifications (e.g., EPEAT and ENERGY STAR).

Lessons Learned: The Electronic Product Environmental Assessment Tool (EPEAT) makes it easy for purchasers to evaluate, compare, and select desktops, notebooks, monitors, and imaging equipment based on their environmental attributes. EPEAT certification includes three increasingly stringent tiers of environmental performance: Bronze, Silver, and Gold. The ENERGY STAR standard for energy-efficient computers, is a required criterion in the EPEAT computer standard. EPEAT, which is managed by the Green Electronics Council, has a wealth of information for purchasers available on its website, including plug-and-play contract language, best practice guides, and too for calculating benefits attributable to EPEAT purchasing. The State Electronics Challenge (SEC), which is also available to local governments, is another resource can help you purchasing greener office equipment.

Using certified recyclers can help ensure your electronics are properly managed at their end of life. There are currently two accredited certification standards for electronics recyclers in the U.S.: e-Stewards Standard for Responsible Recycling and Reuse of Electronic Equipment (e-Stewards) and Responsible Recycling (R2) Practices (R2). Both advance best management practices; offer a way to assess the environmental, worker health, and security practices of entities managing used electronics; and are based on strong environmental standards that maximize reuse and recycling, minimize exposure to human health or the environment, ensure safe management of materials by downstream handlers, and require destruction of all data on used electronics.

Eliminating desktop printers and investing in multi-function devices (MFDs) that combine the tasks of printers, copiers, fax machines, and scanners into once machine can significantly lower costs for hardware, consumables (paper, ink and toner), electricity, and maintenance.”

Chapter 9: Sustainable Procurement in Action: Vehicles and Fleet Maintenance Products

Local governments typically own a variety of vehicles such as passenger cars, transit buses, garbage trucks, and even boats and bicycles. They also purchase tires and other auto parts as well motor oil, vehicle washing chemicals, and fleet maintenance products. These products can result in serious environmental impacts including fuel and water consumption, greenhouse gas (GHG) and diesel tailpipe emissions, and exposure to a host of toxic chemicals including lead, mercury, and solvents.

Best practices for sustainable fleet procurement include:

- Creating a sustainable fleet team, policy, and detailed implementation plan;
- Conducting a baseline assessment of the municipal fleet to identify vehicles that are targets for retirement because they are relatively old or polluting;
- Downsizing the fleet and using car-sharing services to optimize the remaining vehicles;
- Purchasing replacement vehicles with high fuel efficiency and low emissions including hybrids and electric vehicles;
- Building an alternative fuel infrastructure for use by employees (and possibly members of the community);
- Pursuing strategies to reduce the upfront costs of sustainable fleet vehicles and infrastructure (e.g., cooperative purchasing, reverse auctions, and grants);
- Reducing diesel use and emissions by purchasing electric and hybrid heavy-duty vehicles, “renewable” diesel, and biodiesel;

- Purchasing equipment to reduce fuel use (e.g., GPS to optimize routes, telematics to track vehicle usage and driving behavior, anti-idling equipment, and telecommunications equipment to enable employees to meet remotely rather than drive to meetings);
- Adding bicycles (and bike-sharing services) to the fleet;
- Encouraging contractors to use sustainable fleet vehicles when delivering products or performing services for your municipality; and
- Purchasing environmentally preferable fleet maintenance products (e.g., re-refined motor oil, retread and low-rolling-resistance tires, copper-free brake pads, mercury-free lights, lead-free wheel weights, and certified low-toxicity cleaners and degreasers).

Lessons Learned: Car-sharing services cost significantly less per mile than owning an operating a fleet vehicle because it eliminates maintenance, repair, parking, and insurance costs.

An exciting new type of biodiesel product that is emerging in the market is “renewable” diesel, which is typically made from waste vegetable oil and animal fats. Unlike standard biodiesel, it can be used year-round and does not require retrofitting of a diesel engine before it can be used. A fast growing number of cities and counties are switching their entire diesel fleet to renewable biodiesel because it has significantly lower emissions of GHGs and other pollutants and is competitively priced. In addition, its use reduces maintenance costs because there is less vehicle downtime and filters need to be cleaned less often.

Chapter 10: Sustainable Procurement in Action: Green Building Supplies

Products such as paint, light bulbs, flooring, construction adhesives, and janitorial supplies can contribute disproportionately to a building’s social, environmental, and economic footprint. Jurisdictions with policies requiring green building certifications (such as ENERGY STAR or LEED) must purchase sustainable building supplies in order to maintain certification for existing buildings. There are many reasons to purchase green building supplies, including: improving indoor air quality; cost savings and economic benefits from energy- and water-efficient products; and environmental benefits resulting from improved operational efficiency, reduced waste, and lowered emissions.

Best practices for buying green building supplies include:

- Creating an effective green building team that engages purchasing agents; members of your sustainability team; staff from infrastructure planning, design, and engineering groups; and facility maintenance staff;
- Adopting a green purchasing policy for municipal building supplies;
- Conducting an assessment of your jurisdiction’s procurement practices for building equipment and supplies;
- Conducting a baseline assessment of your jurisdiction’s current building supplies to identify strategic opportunities where sustainable purchasing practices can make a difference;
- Developing a green building supplies procurement plan to align your jurisdiction’s procurement practices with existing government sustainability goals, such as reducing waste, energy consumption or GHG emissions;
- Identifying upcoming contract opportunities for green building products and services;
- Developing sustainability specifications and contracting strategies for high-spend/high-impact building materials, equipment, and supplies;
- Negotiating discounts for sustainable building materials, equipment, and supplies;

- Promoting contracts for green building materials, supplies, and services; and
- Tracking and reporting results, including cost savings and sustainability benefits, from your municipality's green building procurement initiatives.

Lessons Learned: Many local governments have focused their green building policies on improving the sustainability of their large building construction and renovation projects, but some cities and counties have gone further by adopting policies encouraging the purchase of energy-efficient and other sustainable products for the ongoing operation and maintenance of their facilities.

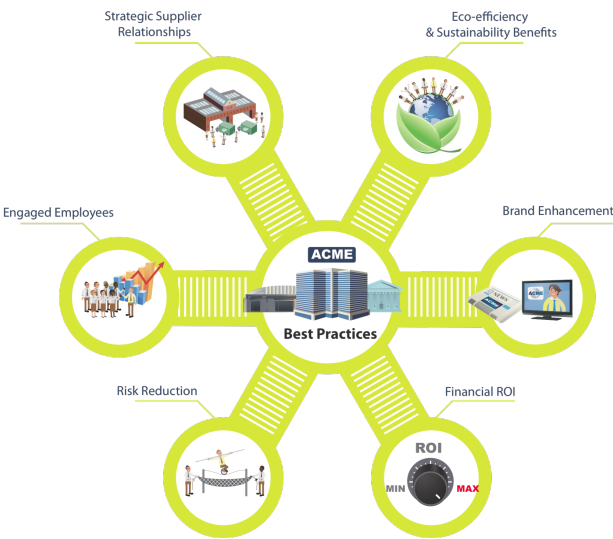
If earning LEED certification is one of your jurisdiction's sustainability goals, then you can look for product attribute alignments such as ENERGY STAR-certified appliances, or UL GREENGUARD Gold certified (low-emitting) materials that will earn LEED credits.

Your Green Building Team may also write into the contract a requirement that the vendor provide training sessions to your jurisdiction's maintenance staff at every facility. These training sessions should be designed to introduce maintenance staff to innovative green products while communicating the benefits of sustainable building supplies. Both the vendor and the staff should become familiar with the benefits of purchasing green building supplies, as well as the potential hazards associated with purchasing unsustainable products.

Chapter 2: Making the Business Case for Sustainable Procurement

This chapter answers the question, “Why sustainable purchasing?” Many people know that there are environmental benefits to purchasing greener and more responsibly-sourced goods and services, but there are also many other financial, governance, and socio-economic benefits to be gleaned. This chapter describes the business case for practicing sustainable purchasing, discusses potential costs and strategies for addressing these, and also delves into some approaches that can be used to obtain executive buy-in for your municipality’s sustainable purchasing program.

THE CASE FOR SUSTAINABLE PURCHASING



The Value Proposition for Sustainable Purchasing

At first glance, sustainable purchasing might seem like a passing trend. Some municipalities may consider it to simply be a way to lead by example. The reality is that sustainable purchasing is much more than that. There stretch across the most important financial, governance, environmental, and socio-economic priorities that your municipality already has. In addition, sustainable purchasing *does not need to be a whole new way to purchase*. Many municipalities and other organizations are already undertaking efforts to optimize the way in which they procure goods and services: implementing sustainable purchasing can piggyback on these changes, or alternatively, may catalyze many other positive changes that increase the efficiency of the buying process, and the strategic value that purchasing departments provide within their

municipalities – both internally and in a public-facing way. Some of the most compelling benefits of sustainable purchasing are shown in the diagram to the left. It quickly becomes obvious that sustainable purchasing has the ability to deliver impact throughout your municipality.

This section discusses the benefits that municipalities can expect to gain from implementing an effective sustainable purchasing program, **environmental/health, social, and economic**.

ECONOMIC BENEFITS

Although there are potential resourcing requirements for implementing a sustainable purchasing program (these will be discussed later in this chapter), overall, there are strong financial incentives to sustainable purchasing. These benefits come to light in the form of cost savings – particularly when purchases of goods and services are evaluated using a **total cost of ownership**¹ approach – but also include less direct / more intangible financial benefits. We break down some of these below.

Cost Savings

Sustainable purchasing is helping many cities and counties save money, primarily because sustainable products such as, energy-efficient computers, hybrid electric vehicles, water-efficient toilets, and duplexing printers are often more resource-efficient. That means they require less electricity, fuel, water, paper, and other resources to operate.

Some products are considered environmentally preferable because they last longer than conventional products. Consequently, they can reduce replacement, installation, and waste disposal costs. Examples include LED light bulbs (which last approximately 40 times longer than traditional incandescent light bulbs), high-performance rechargeable batteries (which can replace hundreds of single-use alkaline batteries), and high-yield toner cartridges (which contain 2-3 times more ink than standard-yield cartridges).

🗑️ **The City of Boston, MA**, which has replaced most of its mercury vapor street lights with LEDs, reported that this sustainable procurement initiative is saving the City \$4.25 million annually in lower utility bills and conserving enough electricity to power 4000 homes.²

🗑️ **King County, WA** saved more than \$200,000 over a three-year period by purchasing copiers that can easily email documents and make two sided copies, which enabled it to cut its copy paper usage 20%.³

🗑️ **The City of Portland, OR** lowered its trash and janitorial service fees by \$1500/month by replacing paper towel dispensers with high-efficiency hand dryers in several buildings.

Some municipalities have been able to access grant funding or utility rebates to help support specific sustainable procurement initiatives.

🗑️ **The City of Palo Alto** reported that having a green purchasing policy in place enabled them to qualify for, and subsequently receive, a \$250,000 grant from the State of California.

¹ Total cost of ownership is the cost of a good or service when all lifecycle costs are considered, including the costs from planning, acquisition, use, maintenance, and disposal. This term is used to distinguish total cost from the purchasing price.

² “Mayor Walsh Accelerates City’s LED Streetlight Retrofit Program: Program Saves Money and is Greening Municipal Operations,” Mayor’s Press Release, October 21, 2014; <http://www.cityofboston.gov/news/Default.aspx?id=14839>

³ 2013 Annual Report of King County’s Climate Change, Energy, Green Building and Environmental Purchasing Programs, June 2014, <http://your.kingcounty.gov/dnrp/climate/documents/2013-King-County-Sustainability-Report.pdf>

Eased Regulatory Burden

When jurisdictions choose products and services with less hazardous materials, or work with suppliers to change a process to reduce its environmental impact, they can avoid expenses and time spent on local permitting and time spent managing compliance issues.

ENVIRONMENTAL BENEFITS

Environmental benefits are the outcomes most traditionally associated with sustainable purchasing, and therefore, likely the most straightforward for colleagues to understand. Nonetheless, it is helpful to be able to demonstrate how sustainable purchasing can support your jurisdiction's own environmental sustainability goals. The environmental benefits associated with sustainable purchasing can be broadly broken down into local benefits (i.e., aspects most directly affecting the land, water, and air in and near your jurisdiction), and global benefits (i.e., aspects affecting the land, water, and air quality on a global scale). Several of these are discussed below.

Waste Reduction and Prevention

Resource efficient products and services do more with less. The quantity of materials and resources used in products can be significantly reduced through innovative design, the use of recycled or salvaged materials and the use of alternative fuels. When organizational inputs are reduced, there is automatically less waste output, and waste is also lessened by increased durability of products, and increased ability to reuse or recycle their components at the end of their useful life. Less waste not only translates to cost savings, but also to cleaner air and water for the community. It means less demand for municipal services (such as water treatment and garbage disposal) so that tax revenues are used more efficiently, and the capacity of existing treatment services is enhanced. This focus on efficiency of materials, resources and energy also creates a municipal culture of reduction, conservation and innovation, creating support for the circular economy. Up front decisions to improve material and resource efficiency of products and services can also help prevent waste in the first instance.

 **Vancouver, BC, Canada** awarded a contract for managed print services to a vendor that responded to the City's request for proposals, the requirements of which included a Sustainability Plan that would address key sustainability-related goals including:

- Waste reduction (end of life disposition and consumables);
- Paper reduction;
- Reducing energy consumption; and
- Use of eco-certified print devices to deliver service

Reduction of Toxic Chemical Exposures and Pollution

Many products purchased by local governments contain materials and chemicals that can cause serious health effects to humans and damage to ecosystems. At the point of use, there are impacts on indoor and outdoor air quality, as well as the health of waterways where hazardous materials can end up. Below are some examples:

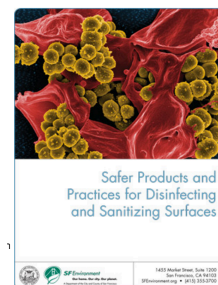
- Chemicals that are used to clean and disinfect the offices of restrooms – such as chlorine bleach and ammonia – can cause asthma.

- Formaldehyde, which can off-gas from furniture, cabinets and flooring, is a known human carcinogen.
- Rock salt ice-melting chemicals can increase the salinity of freshwater ecosystems, harming both plants and wildlife, and causing a significant amount of corrosion damage to bridges and other transportation infrastructure.
- Some types of insecticides – notably neonicotinoids – have been implicated as one cause of bee colony declines.

Sustainable purchasing of certified low-toxicity cleaning products, laundry and dish detergents, hand soaps, paints and other products can reduce the use of, exposures to, and releases of toxic chemicals, safeguarding human health and the environment where products are manufactured, used, and disposed of at the end of their useful life.

 **The City of San Francisco** has implemented a comprehensive green cleaning program in order to protect its employees and other users of its facilities in compliance with its Precautionary Purchasing Policy. The City has specified and procured a wide array of certified low-toxicity cleaning products, hand soaps, and building maintenance chemicals. To support this program, the City also:

- Created a series of green cleaning training videos that have been provided to the City's custodial staff as well as to numerous janitorial service companies in San Francisco;
- Commissioned RPN and the Pesticide Research Institute to conduct a report on [*Safer Products and Practices for Disinfecting and Sanitizing Surfaces*](#) in order to identify healthier alternatives to bleach and other disinfectants that are known to contain chemicals that can cause asthma and other serious health hazards; and
- Helped San Francisco Unified School District to pilot test and transition to using certified low-toxicity cleaners and asthma-safe disinfectants.



Resource Conservation

Sustainable purchasing reduces resource use by encouraging the use of recycled, second-hand, renewable, reusable, refillable, and salvaged materials, and by being more resource efficiency with natural resources and new materials. This efficiency helps with many conservation activities, including:

- Water conservation and the protection of water quality
- Conservation of non-renewable resources (e.g., petroleum)
- Support for sustainable forestry practices
- Protection of biodiversity

Reduced Greenhouse Gas Emissions

Related to the reduction of resources used, but specifically important to global-scale climate protection, is the reduced volume of greenhouse gas (GHG) emissions that can arise from sustainable purchasing. GHG emissions are minimized throughout the product or service's lifecycle, thus safeguarding against further climate change.

 **Alameda County, CA** undertook a countywide interior lighting retrofit that reduced its annual energy use by 3 million kWh, saving \$350,000 and shrinking its carbon footprint by 1.6 million pounds.

SOCIAL BENEFITS

Sustainable purchasing practices provide many benefits for a municipality’s employees, the economy, and the community. Sustainable products and services benefit the economy by providing local economic growth and creating economic opportunity for vulnerable populations. They also promote healthy lifestyles, help resource social programs, support fair wages and healthy work practices and improve socio-economic conditions in the developing world.

Improved Wage Levels and Working Conditions & the Advancement of Human Rights

Sustainability purchasing supports the implementation of international labor standards resulting in better working and environmental conditions and fair wages for workers domestically and in less developed countries. Setting high standards for suppliers helps organizations safeguard against risk, align with their ethical values and ensure safe and productive working environments for employees while advancing human rights globally.

Stronger Local Economy

A common sustainable purchasing is to support local businesses, thereby increasing local tax revenues and civic infrastructure, local jobs, local economic diversification and enhanced community resilience, while reducing the environmental impacts of shipping goods long distances. Buying from local firms keeps money circulating in the local economy, and promotes sustainable employment in your jurisdiction.

Sustainable purchasing also often includes efforts to purchase goods and services from social enterprises and cooperatives that train and hire vulnerable populations, including people with disabilities and the chronically un- or under-employed. These efforts will result in reduced homelessness, child and family poverty, and reduced need for public expenditures, as well as improved quality of life for disadvantaged individuals. Sustainable purchasing also promotes economic and benefit-sharing with Indigenous peoples and visible minorities, raising the overall level of community well-being.

 **The City of Edmonton, AB, Canada** contributed 25% of the financing to create an innovative recycling facility that collects waste paper and linen (100% cotton materials) products from City offices, residents and hotels and achieves “closed-loop recycling” by processing it into recycled paper products for sale back to the City and other clients. At full capacity, 100 jobs were created at the facility. More than 100 local companies are now providing paper and used cotton fabric (e.g., clothing and sheets) to the facility and have also committed to ‘joining the loop’ by purchasing products from Greys. The City is receiving a share of the profits.

 **King County, WA** saves over \$500,000 every year by using remanufactured toner cartridges and supports local business by doing so.

Market Development for Sustainable Products and Services

A commitment to sustainable purchasing can help spur the growth of sustainable technologies and businesses, thereby advancing a sustainability marketplace and economy, including the creation of local “green” jobs. It promotes sustainable product innovation, and enhances access to sustainable products by reducing price premiums where they exist. In addition, sustainable purchasing supports and promotes the use of third-party certification programs, enhancing supply chain transparency and access to information about the origins and qualities of products and services.

 **The City of Chicago** used its purchasing power to negotiate a new coal-free electricity contract that is projected to save City facilities \$1.2 million over two years and reduce greenhouse gas emissions equal to removing over 220,000 cars from the road.⁴

LEADING BY EXAMPLE

The benefits of sustainable purchasing also arise from the leadership role that your jurisdiction adopts by changing the way in which you purchase.

Demonstrated Alignment with Organizational Goals and Values

Sustainable purchasing is a tool to help jurisdictions align their purchasing with their sustainability values and commitments. It facilitates compliance with existing sustainability policies and directives, and helps jurisdictions to achieve measureable progress toward their sustainability goals. Values and goal alignment with purchasing policies and other operational procedures reduces internal tension, enhances stakeholder support, builds citizen loyalty, and helps to attract quality employees.

Reduced Business Risk

There is growing pressure for municipalities to understand and act on a widening range of risks across their operations, including those in the supply chain. Proactive management of a jurisdiction’s supply chain helps prevent accidents, spills, and climate change risks, while securing supplies (particularly where volatile natural resources are concerned), reducing liability, and avoiding potential damage to reputation. Increasingly, there are also very public concerns about access to basic resources, such as water, and sustainable purchasing can help to manage these risks. As your jurisdiction strives to align their purchasing with their organizational values, you may wish to ensure that your suppliers are compliant with international norms regarding human rights, corruption and bribery, country of origin, working conditions, child, forced, and sweatshop labor, and the environment.

Enhanced Brand and Image

Sustainable purchasing can also have benefits through enhancing image of your municipality. A jurisdiction can earn a reputation as a “green” or socially responsible municipality as a result of its sourcing policies, and the reverse is also true. A jurisdiction with an active sustainability purchasing program can better back up its claims to be a socially responsible jurisdiction than one without such a program, and this is highly important to obtaining buy-in from citizens, particularly as sustainability

⁴ City of Chicago “Mayor Emanuel Announces New Electric Bill Savings for Chicagoans” Mayor’s Press Office, March 9, 2014 http://www.cityofchicago.org/city/en/depts/mayor/press_room/press_releases/2014/mar/mayor-emanuel-announces-new-electric-bill-savings-for-chicagoans.html

initiatives are rolled out in the community. It may also allow your jurisdiction to be recognized farther afield by qualifying you for sustainability awards. Sustainable purchasing helps to position your municipality as a forward-thinking, vibrant, and sustainable location, attracting a strong community of residents.

Engaged Employees and More Effective Human Resources Management

Sustainable purchasing is a way for a municipality to show their commitment to their stated sustainability values and goals. When a jurisdiction is “walking the talk,” employees feel more engaged, enhancing energy and productivity in the workplace. Both employees and the organization benefit from an atmosphere that supports good employee health and productivity. Aligning actions with a jurisdiction’s mission, vision and values also helps to attract and retain top-tier employees.

Addressing Concerns & Criticism

Many municipal decision-makers are very receptive to the benefits that buying sustainable goods and services has to offer; however, they have some concerns that must be addressed before they are ready to fully support the implementation of a municipal sustainable purchasing program.

Some concerns are valid: there are potential costs and resourcing requirements to implementing an effective sustainable purchasing program, particularly when it’s at an early stage. Fortunately, the benefits often outweigh the initial costs, and there are also some ways to mitigate these costs, which we will talk about in this section.

Many of these concerns fall into the category of preconceived notions or myths and these can be quite easily dispelled (see our Myths and Reality table below).

DEBUNKING SUSTAINABLE PROCUREMENT MYTHS

Sustainable buying practices and the marketplace for more sustainable products have come a long way in the last 25 years. Nevertheless, people still cling to a variety of myths about green products and services. This table presents a few of the more common myths and discusses the reality of the situation.

Myth	Reality
It is going to cost more to buy more sustainable goods and services.	In many cases, purchasing sustainable products or services now costs the same as buying traditional or less environmentally preferable products. Energy saving laptops or monitors for instance typically cost no more than less efficient ones. In other cases, costs are still significantly higher, e.g. for some electric vehicles, often because the marketplace is not as developed yet. However, when you consider the lifecycle or total cost of ownership of a product or service, the more sustainable choice often turns out to be the most responsible financial choice due to operating cost savings, lower costs of disposal and lower health and safety risks. For example, green cleaning products made of ultra-concentrated formulas are less expensive on a per-gallon basis. In some cases, avoiding substantial environmental risks and mitigation costs in the future can

	also justify a higher purchasing price.
Sustainable products and services are not as effective.	These days, it is very rarely the case that a sustainable product or service doesn't perform just as well as a traditional product. Most of the time, sustainable products meet the quality specifications as their non-green counterparts and may actually provide superior performance. In many product and service categories, such as office paper, IT equipment, cleaning supplies, office furniture, and appliances, the green market is well developed and products have long since proven themselves.
There are not enough sustainable products and services available.	The market for sustainable products has exploded in the last decade. In some product categories, there is a significant number of sustainable options, which makes it likely that municipalities will receive competitive bids if the sustainable attribute is required. For example, when considering appliances, there is a wide variety of dishwashers, clothes washers, refrigerators and freezers with an ENERGY STAR certification.
Sustainable procurement will take too much time.	Initially, sustainable purchasing does require some time investment to develop a policy framework, implement sustainability into the procurement process, and educate purchasing staff on how to consider sustainability issues when developing and evaluating purchasing requirements. However, tools to help integrate sustainability into each type of procurement your jurisdiction practices are available and can be adapted to your specific needs. Especially in the case of government contracts, there is typically sufficient time during the bid solicitation process to address sustainability risks and opportunities that might apply to a product or service category. In the case of smaller-scale purchases, it doesn't take long to become familiar with some of the common environmental certifications like ENERGY STAR, Green Seal, and UL EcoLogo and look for these eco-labels as you consider different product options, or to have other simple considerations around avoiding toxins or reducing packaging. In addition, the more that sustainable purchasing is practiced and integrated into your jurisdiction's purchasing process, the less extra time it requires.
Our transportation emissions void the benefits.	Regardless of what type of product you buy (green or not) transportation emissions cannot be avoided. Transportation emissions are directly related to the mode of transportation, the mass of the goods/materials being shipped, and the distance travelled. Shipping by air generates 48 times more greenhouse gas emissions than transportation by sea. Your best choice is shipping by rail or sea regardless of the type of product. However, sustainable purchasing often incorporates efforts to purchase from the local economy, where possible in terms of availability and trade restrictions. Thus, sustainable purchasing might <i>decrease</i> the transportation emissions that your purchasing requires.

The Benefits of Buying Less Stuff

Although it may seem obvious, it is important to note that the most sustainable purchase is typically one that is not made at all. Therefore, one way to ensure costs are minimized is by engaging in **acquisition planning**: determining whether a purchase is truly needed, and if it is, evaluating alternatives to identify those that will result in both cost savings and environmental benefits.

Below are several sustainable procurement strategies that local governments have successfully used to reduce their environmental footprint while saving money by reducing their consumption of products:

1. Installing **water bottle refill stations** in public facilities can minimize the need for bottled water ;
2. Negotiating contracts for **car-sharing services** can enable municipalities to downsize their fleet and cost less-per-mile to operate and maintain;
3. Investing in high-performance **rechargeable batteries** can eliminate the need for hundreds and even thousands of single-use alkaline batteries;
4. Purchasing networked **mutli-function devices (MFDs)** can help municipalities eliminate a significant number desktop printers, scanners and fax machines;
5. Specifying **printers and copiers that can automatically scan documents to email and make double-side copies** can significantly reduce paper consumption;
6. Choosing **high-yield toner and ink cartridges**, which last two-to-three times longer than standard-yield cartridges and cost less on a per-page basis, can prevent cartridge waste and manufacturing impacts;
7. Installing **high-efficiency hand dryers** can substantially reduce paper towel consumption and disposal impacts; and
8. Purchasing **LED light bulbs**, which reduce replacement, maintenance and disposal costs because they “last 35 to 50 times longer than incandescent light bulb and about 2 to 5 times longer than compact fluorescent lamps (CFLs).⁵

POTENTIAL COSTS OF SUSTAINBLE PROCUREMENT AND HOW TO MITIGATE THEM

The following table identifies some common potential costs to sustainable purchasing and discusses how they might be mitigated. For those purchases that are necessary, the following table provides some guidance for how costs can be minimized.

⁵ ENERGY STAR Program, *Why Choose ENERGY STAR Qualified LED Lighting*, webpage accessed August 15, 2016; https://www.energystar.gov/products/lighting_fans/light_fixtures/why_choose_energy_star_qualified_led_lighting

Cost	Successful Sustainable Procurement Strategies
Time to conduct product research, determining which environmental, health and social attributes are most important to address in your specifications (e.g., energy efficiency, recycled content, toxic chemicals, etc.); how to prevent green washing and evaluate sustainability claims in the bid evaluation process	• Use model product specifications that address environmental and social issues that have been develop by other public agencies that are leaders in the field • Follow guidance provided by organizations such as the Responsible Purchasing Network, the Green Electronics Council, or the Sustainable Purchasing Leadership Council. • Look for products that have been certified as environmentally preferable or socially responsible by a credible third-party organization such as Green Seal, UL (EcoLogo or GREENGUARD), US EPA (ENERGY STAR, WaterSense or Safer Choice), Cradle to Cradle Innovation Institute, Fairtrade USA, Forest Stewardship Council, etc. (See full list of credible third-party certifications in Appendix _.) If certified products are not available, consider products with meaningful claims such as compliance with the US EPA’s minimum recycled content guidelines or stringent VOC limits. • Visit sustainability trade fairs to check out new products all in one place • Collaborate with other purchasers to share information and cost-share research and contract development • Require bidders to submit documentation about the sustainability attributes of their products and services with their bids or in a formal “request for information” • Piggyback on a “green” contract that has been developed by another municipality, your state procurement office, or a cooperative purchasing organization so that someone else will do the work for you. • Consider hiring staff or a consultant to help you develop RFP documents and evaluate bids for environmentally preferable goods and service, conduct training, etc. Or join an organization that offers sustainable procurement technical support to its members.

Cost	Successful Sustainable Procurement Strategies
Cost premium: initial higher cost of some sustainable products and services	• Aggregate demand by putting sustainable products on multi-departmental contracts rather than buying them via decentralized purchasing methods • Look for opportunities to purchase sustainable products from the State that you are in or through cooperative purchasing organizations that have already negotiated discounts – Include Your Sustainability Requirements in a Participating Agreement • Develop contracts cooperatively with neighboring jurisdictions or the school district to reduce costs through volume purchasing • Assess the total cost of ownership (TCO) to identify products and services that have a relatively short payback • List sustainable products on your “core” or market basket list to encourage bidders to offer their highest discounts on these items • Use a “budget envelope” approach, whereby cost savings in one area resulting from sustainable purchasing (e.g., reduced utility costs) are applied to offset the cost premium in another area • Seek local or national grants or incentive programs that provide financial benefits for buying sustainable products such as electric vehicles
Time/effort spent on securing support from executives, and end-users; overcome resistance to change	• Build on success: start where you know there is proven success with other organizations, win some support with key management and end-users, and go from there • Focus on sustainable procurement initiatives that are likely to yield measurable sustainable benefits that align with your jurisdiction’s sustainability commitments as well as those that can yield cost savings • Use the information and case studies presented in this <i>Playbook</i> to help illustrate and quantify the benefits of sustainable purchasing • Highlight examples of other municipalities (or entities within your jurisdiction) that have been successful • Encourage end-users to share their successes with others • Seek awards of other types of recognition for your efforts • Learn from others: join a purchasing network or collaborative

Cost	Successful Sustainable Procurement Strategies
Conflicting and confusing information, lack of clear definitions, insufficient information	• Learn from others: join a purchasing network or collaborative • Let someone else do the work: buy products with environmental or social certification wherever possible. Third-party certified is best (e.g. Green Seal, ENERGY STAR, Fairtrade), but you may also choose industry-certified (e.g. certification from a local utility)
Educating other internal purchasers	• Learn from others: join a purchasing network or collaborative • Explanation/assistance, personal visits • Invest in an education and training program for internal staff
Educating External Suppliers	• Work collaboratively on these issues with other purchasers • Learn from others: join a purchasing network or collaborative • Personal visits • Create a Supplier Code of Conduct and use it as a tool to educate vendors about expectations • Partner with NGOs to gain information about local conditions, governments, changes in legislation, cultural issues

OBTAINING BUY-IN: HOW TO GET DECISION-MAKERS ON BOARD

Municipalities don’t necessarily wish to practice sustainable purchasing for its own sake, but rather they want the benefits that come from purchasing goods that are more environmentally, socially, and ethically responsible. Therefore, the crux is in helping decision makers to understand how sustainable purchasing will advance priorities that are already important to your jurisdiction.

In order to go beyond one-off efforts and begin to implement an effective sustainable purchasing program, it is critical that you have one or a few **executive champions** that will act as ambassadors for sustainable purchasing amongst government management, as well as sponsor the work so that it receives the attention it requires. This section presents some strategies that can help you with obtaining buy-in from executive champions to move your sustainable purchasing program ahead.

Step 1: Tailor the Business Case to Your Municipality

Use the information and case studies presented in this chapter and the rest of the Playbook, to detail a compelling case for how sustainable purchasing supports your jurisdiction’s existing strategic priorities and aligns with your organizational values. Which of your municipality’s existing goals might you meet or contribute to by profiting from the benefits that sustainable purchasing has to offer? Be sure to also consider the potential costs involved, and how they might be managed (as presented above).

Step 2: Collect Your Own Stories

It is very likely that you are already considering sustainability some or much of the time when you’re practicing purchasing for your jurisdiction. Look through purchases you have made in the past year or

two, or ask around to find out if there are any good examples of having considered environmental, socio-economic, or ethical factors when purchasing a good or service. What were the outcomes of this purchase? Positive examples provide strong support for expanding this type of purchasing, and examples that may have turned out less well will have provided you with learnings and experience that you can bring forward. Either way, documenting these past sustainable purchases is an effective way to demonstrate that sustainable purchasing is simply a more strategic way to buy within your existing procurement process.

Step 3: Have the Conversation

Present your business case to relevant executives and/or policy-makers who might act as sponsors for moving the sustainable purchasing program ahead. Try to do this by scheduling a face-to-face meeting or by making a formal presentation. If you have to highlight the environmental, health and economic you are more likely to gain interest in moving forward with creating a policy and program. In addition, it is important to communicate that implementing sustainable purchasing is not something that will be done overnight and **you won't need to do it all right away**: it has to be thought of as a three- to five-year journey to integrate sustainability into your jurisdiction's normal purchasing processes.

It can take some effort to recruit green champions and get decision-makers on board with sustainable purchasing, but once you are able to gain some initial support, conducting a few **pilot sustainable purchases** is a great way to demonstrate that sustainable purchasing is nothing to be intimidated by, and that it can in fact contribute greatly toward realizing your municipality's strategic goals.

 When the **City of Calgary, AB, Canada** began to implement its Sustainable Environmental and Ethical Procurement Policy (SEEPP) and program, it began by piloting its new way of buying and, using the results of their pilots, prepared a cost impact summary table in its report to the City Council, in order to address concerns about potential cost increases from sustainable purchasing. The City found that, “the costs associated with the continued implementation of the policy appear to be minimal. However, the team will continue to monitor costs on an ongoing basis and where there are significant increases or implications, they will be addressed on a case-by-case basis.” Calgary's evidence-based reporting approach resulted in obtaining Council approval for continuation of its policy.

Chapter 3: Developing a Sustainable Procurement Policy

This chapter showcases sustainable procurement policies adopted by USDN members, explains why a sustainable procurement policy is an essential element of an effective sustainable procurement program, and recommends eight best practices for cities and counties to follow when formulating a sustainable procurement policy. It also summarizes the various types of policy vehicles such as laws and executive orders, discusses category- and product-specific sustainable procurement policies, and presents a model sustainable procurement policy that local governments can adopt as-is or tailor to meet their needs.

WHY SHOULD CITIES AND COUNTIES ADOPT SUSTAINABLE PROCUREMENT POLICIES



A sustainable procurement policy is an important – and relatively easy – way for a local governments to improve the sustainability of its operations through the products and services it buys. While some progress can be made on sustainable purchasing activities in the absence of a policy, there are many good reasons to invest in the process of creating one. These include:

- Sending a signal – internally and externally – that sustainable purchasing is important to the jurisdiction by articulating its commitment to “leading by example.”
- Stimulating discussions about the scope and design of the jurisdiction’s sustainable procurement program and how it supports the jurisdiction’s sustainability goals.
- Creating the necessary infrastructure for an effective sustainable procurement program including the establishment of an interagency sustainable procurement committee or program lead, a planning process, a system for developing specifications and procedures, and reporting requirements.
- Supporting internal champions who have been undertaking sustainable procurement activities on their own without formal guidance.
- Providing specific guidance to purchasing agents and vendors about the jurisdiction’s sustainable procurement policies and procedures.
- Facilitating the design of a sustainable purchasing program that supports the jurisdiction’s compliance with federal, state, or provincial laws.

- Examples of federal laws that may influence municipal procurement include the *Clean Air Act* in the U.S. and the *Clean Air and Climate Change Act* in Canada (which may promote the use of less-polluting vehicles) and the *Clean Water Act* in the U.S. and the *Canada Water Act* and the *International Rivers Improvement Act* in Canada (which may require municipalities to reduce discharges of mercury or other chemicals of concern into water supplies).
- The use of some federal, state or provincial funds may require jurisdictions to purchase recycled-content or other sustainable goods and services.
- State or provincial laws may similarly influence municipal procurement, but are likely to vary by state or province. Examples include laws promoting product stewardship for electronic equipment, mercury-containing light bulbs, or other products.
- Helping local governments qualify for environmental awards (such as LEED status from the Green Building Council) as well as grants from state or provincial agencies and other entities. For example, **San Jose, California** reported that the adoption of its environmentally preferable procurement policy (EP3) enabled the City to seek recycling-related grants from the State of California, “which requires a formal recycled content procurement policy and a report on its implementation for grant eligibility.”⁶

TYPES OF SUSTAINABLE PROCUREMENT POLICY VEHICLES

Local governments can utilize a variety of policy vehicles to establish their sustainable procurement policy. The options include, but are not limited to: local laws, ordinances, and resolutions; mayoral or county executive orders; and administrative directives or guidance documents. Each of these policy vehicles has advantages and disadvantages, which are discussed below.

Local Laws, Ordinances, and Resolutions

Many local governments have adopted sustainable procurement policies through laws, ordinances, and resolutions via their legislative bodies (e.g., city councils, county legislatures, etc.). The advantage of laws and ordinances is that they often have “force of law” and will usually remain in effect despite changes in administration – unless they are rescinded, amended, or allowed to sunset. Their permanence can also be a drawback since it can take a significant amount of effort to change them if they need to be updated.

Legislative bodies sometimes enact resolutions. While they can signal support for a policy, their language may not be as strong and they may not be enforceable. Resolutions are sometimes used to approve the creation of a formal policy, which is subsequently developed either by the same legislative body or another government entity.

Additionally, some local laws extend beyond the operations of government to include vendors and contractors. For example, over 100 municipalities have adopted policies banning the use of polystyrene

⁶ City of San Jose, California, *Environmentally Preferable Procurement Policy (EP3)*, April 24, 2012, <http://www.sanjoseca.gov/documentcenter/view/3862>.

food service ware. Many of those laws include provisions that apply not only to the procurement of food service ware products by the municipality but also to contractors that provide food services to the municipality.

Executive Orders

Executive orders demonstrate a mayor or county executive's commitment to purchasing environmentally preferable and/or socially responsible goods and services, and can give a boost of top-level support to a new or existing sustainable procurement program. The downside of an executive order is that it may not be fully promoted or implemented by future administrations.

Administrative Directives and Guidance Documents

City managers or the heads of purchasing departments typically issue procurement administrative directives and guidance documents. One of the strengths of incorporating a sustainable procurement policy overall procurement guidance is that it is likely to remain in place despite any changes in administration. At the same time, not having a stand-alone sustainable procurement policy may make it less likely that employees will utilize it because they may have to wade through a long list of policies and guidelines to find the sections that apply to sustainability.

OTHER OPPORTUNITIES NOT TO MISS

The most effective way to incorporate sustainable purchasing into your jurisdiction's processes is to create a sustainable purchasing policy through one of the methods above. However, there is certainly much work that can be done in the absence of a policy, or while one is in development. Additionally, there are many opportunities to reinforce and strengthen a policy after it's established. Adding sustainable procurement language to sustainability plans, climate action plans, and zero waste plans can bolster a jurisdiction's sustainable purchasing efforts, no matter where they are in the process of developing a policy.

Sustainability Plans

Many USDN member cities and counties have developed a sustainability plan. Such plans lay out a vision for improving the environmental, social, and financial sustainability of the community. Sustainable procurement can be included as one strategy for helping the municipality to meet its sustainability goals.

Climate Action Plans

While local Climate Action Plans typically present a wide-array of strategies aimed at shrinking the carbon footprint of an entire jurisdiction (not just that of municipal facilities), some contain language designed to help the jurisdiction meet its climate protection goals in part through the procurement of climate-friendly goods and services.

Zero Waste Plans

Zero waste plans focus on diverting waste from landfills through waste reduction and increasing recycling and composting rates. Including provisions that support the purchase of products and services that reduce waste can help advance zero waste goals.

BEST PRACTICES

The Responsible Purchasing Network (RPN) evaluated the sustainable procurement policies of dozens of USDN members (i.e., cities and counties), including many that are leaders in this field. RPN examined each policy’s goals, scope, procedures, standard development process, requirements for educating employees, tracking activities and impacts, and methods for maintaining up-to-date policy guidance, standards, and specifications.

By conducting this review, RPN identified eight sustainable procurement “best practices,” which are detailed below. This *Playbook* highlights sustainable procurement policy language that can support an effective, robust sustainable procurement by USDN members and other municipal governments.

Best Practice #1

The policy addresses the three pillars of sustainability: environmental, social, and economic.

Many modern sustainable procurement policies have expanded their scope to address social responsibility and economic equity in addition to environmental stewardship. This is often referred to as the “triple bottom line” or the “three pillars of sustainability.” This is not only consistent with many municipalities’ overall sustainability policy, but also can help build multi-stakeholder support for the policy’s implementation.

Ideally, the policy should direct purchasers to evaluate both the attributes of the product or service itself as well as the vendor’s own operations, including their labor and supply chain practices. Examples of policies that incorporate the three pillars of sustainability include:

-  **Portland, Oregon’s Sustainable Procurement Policy** states the following: “The City of Portland recognizes its responsibility to minimize negative impacts on human health and the environment while supporting a diverse, equitable and vibrant community and economy. The City recognizes that the types of products and services the City buys have inherent social, human health, environmental and economic impacts, and that the City should make procurement decisions that embody the City’s commitment to sustainability.”⁷
-  **Seattle, Washington’s Sustainable Purchasing Policy** includes similar sustainability goals: “The City shall acquire its goods and services in a manner that integrates fiscal responsibility, social equity, women and minority business opportunity, and environmental stewardship.” The City’s policy also spells out the “social equity factors” that purchasers must consider in addition to environmental sustainability. These include:
 - *Women and minority business opportunity and participation*
 - *Fair labor practices, health and retirement benefits, safety, livable wages, and worker rights*

⁷ City of Portland, Oregon, *Sustainable Purchasing Policy*, September 2010; <http://www.portlandonline.com/shared/cfm/image.cfm?id=204110>.

- *International Fair Labor Code of Conduct, including prohibitions on forced overtime, child labor and health and safety equal to the laws of the country of the manufacturer*
- *Human health impacts*
- *Environmental justice (disproportionate environmental and health impacts on different population groups).*⁸
-  **Edmonton, Alberta's Sustainable Purchasing Policy** references the three pillars recognized within the City's sustainability goals: "The purpose of this policy is to align the City of Edmonton's purchasing practices with its goals of environmental, social, and economic sustainability."⁹

Best Practice #2

The policy clearly delineates the jurisdiction's staff roles and responsibilities in carrying out the goals and requirements of the sustainable purchasing policy.

Many sustainable procurement policies state that some or all departments (or employees) are responsible for carrying it out. However, a sustainable procurement policy is stronger if it assigns specific tasks to staff or departments and includes guidance on how everyone will work together. Such provisions include identifying which agencies will be responsible for developing sustainability criteria for the bid selection process, prioritizing and planning the municipality's sustainable procurement activities, educating and training employees and vendors, etc.



Examples of policies that clearly define the roles and responsibilities of departments in carrying out policy requirements include:

-  **Portland, Oregon's Sustainable Procurement Policy** devotes an entire section to implementation, outlining the responsibilities of City Bureau Directors, the Chief Procurement Officer, the Director of the Bureau of Planning and Sustainability, and City employees. For example, some of the tasks City Bureau Directors are accountable for include : a) ensuring staff utilize sustainable procurement standards and best practices; b) ensuring that contracting manuals and specifications reference sustainable procurement standards and best practices; c) building awareness of the City's policy and sustainable procurement standards among City staff; and d) gathering information needed to track, report, and evaluate the City's sustainable procurement activities.¹⁰
-  **Seattle, Washington's Sustainable Purchasing Policy** details the "acquisition responsibilities" of the City's purchasing agency (Department of Executive Administration), the

⁸ City of Seattle, Washington, *Sustainable Purchasing Policy*, August 11, 2008, http://www.seattle.gov/Documents/Departments/FAS/PurchasingAndContracting/Purchasing/green_SustainablePurchasingPolicy.pdf

⁹ City of Edmonton, Alberta, *Sustainable Purchasing Policy*, February 3, 2010, http://www.edmonton.ca/business_economy/documents/PDF/C556.pdf

¹⁰ City of Portland, Oregon, *Sustainable Procurement Policy*, September 2010, <http://www.portlandonline.com/shared/cfm/image.cfm?id=204110>

Office of Sustainability and Environment, Seattle Public Utilities, and other City departments, which are directed to establish a Green Team to “advise, strategize and promote environmental purchasing.” Some of the responsibilities of the Green Team are to “disseminate information to City staff about sustainability standards and environmentally preferable practices and strategies” and “participate in user groups...to test and discuss new products.”¹¹

-  **Denver, Colorado’s Environmentally Preferable Purchasing (EPP) executive order** spells out specific roles for the Purchasing Division of General Services (as the lead agency):
 - Providing guidance to all City agencies on EPP requirements, processes and strategies;
 - Providing training to buyers
 - Including standard EPP language in all formal solicitations and updating as necessary
 - Assisting agencies in developing product and service specifications that meet the requirements of the City’s EPP Program
 - Where appropriate, ensuring that EPP criteria are included in product or service evaluations
 - Tracking and reporting annually on the City’s EPP program
 - Communicating the City’s EPP program to all agencies

Denver’s EPP policy, which is a subset of the City’s broader sustainability policy, also specifies the roles and responsibilities of other City agencies to implement the EPP policy:

- Working with the Purchasing Division to advance the goals of the City’s EPP Program
- Clearly and accurately communicating environmental goals and requirements in all request to purchase documents and formal solicitations, wherever appropriate
- Including EPP considerations in initial needs assessment for product and service procurement
- Identifying and pursuing opportunities to reduce overall consumption
- Assessing whether or not a product or service is necessary prior to starting the procurement process
- Assessing the Total Cost of Ownership by including initial cost, operating costs, and disposal or end of life cost, with due consideration for leasing as an alternative to outright purchase
- Selecting environmentally preferable products and services when available on the City’s contracts or Master Purchase Orders over conventional products provided they meet the required performance standards
- Seeking products where claimed environmental performance has been certified or rated by an independent, reliable third party entity
- Working with vendors to advance the environmental performance of goods and services and recognizing vendor who do the same
- Participating in Purchasing Division pilots of new and innovative environmentally preferable products and services as they become available.¹²

¹¹ City of Seattle, Washington, *Sustainable Purchasing Policy*, August 11, 2008, <http://seattle.gov/purchasing/GrnPurchPolicies.htm>.

¹² City of Denver, Executive Order 123, Environmentally Preferable Purchasing, March 11, 2013; <https://www.denvergov.org/Portals/728/documents/NDCC/NWSS%20RFQ%20Executive%20Order%20123.pdf>

Best Practice #3

The policy directs the jurisdiction to develop (and periodically update) sustainable procurement tools including model specifications and vendor survey questions for its employees to use.

Because purchasing agents and other municipal staff often lack expertise in environmental issues, it can be difficult and time-consuming for them to determine when and how to develop sustainability specifications to guide their many, varied purchasing decisions. Having the policy call for the development of a sustainable procurement checklist or handbook that identifies credible certifications and for designated products and services takes the onus off buyers in the central purchasing office or individual departments to interpret the policy and develop these on their own. It also creates institutional memory so that best practices can be continued despite staff turnover. By doing so, the decision-making processes is streamlined and standardized to support the policy.

Many municipalities encourage their purchasing agents to utilize credible third-party certifications to prevent the procurement of products and services that have unsubstantiated or false claims. This is more useful than including vague language stating that products should be made with recycled content or be energy efficient. Examples of polices that direct purchasers to use third-party certifications include:

How prescriptive should our policy be?
Early green purchasing policies were often more prescriptive because they were narrow in scope. For example, it may have specified an exact percentage of recycled content when purchasing copy paper products. As the market has evolved, the best practice is now to keep the policy language more general in order to leave room for innovation. Instead of including standards in the policy, the policy should direct the jurisdiction to develop tools and procedures – including standards and specifications – that are more easily adaptable to a changing marketplace for sustainable goods and services.

-  **Raleigh, North Carolina’s Sustainable Procurement Policy** directs its Purchasing Division and other City departments to “apply the most stringent third-party label standard available for a product or service being acquired.” It further states that the City “shall use independent, third party social and/or environmental (eco) product or service label certifications when writing specifications for procuring materials, products or services, whenever a responsible label is available.”¹³
-  **Alameda County, California’s Environmentally Preferable Purchasing Policy** authorizes its employees to “utilize eco-labels established by independent and widely recognized authorities; or standards or specifications developed by other governmental or non-governmental organizations that are determined to be meaningful and effective by Alameda County.”¹⁴

¹³ City of Raleigh, North Carolina, *Sustainable Procurement Policy*, November 4, 2011, <http://www.raleighnc.gov/environment/content/AdminServSustain/Articles/SustainabilityReport.html> (See link to Raleigh’s Sustainable Procurement Policy on this webpage).

¹⁴ Alameda County, *Environmentally Preferable Purchasing Policy*, March 7, 2011, <http://www.acgov.org/sustain/what/purchasing/policy.htm>

Some local governments go a step further by including approved standards and certifications in the policies themselves. Commonly accepted standards include minimum recycled-content requirements developed by the US EPA – called comprehensive procurement guidelines (CPGs), ENERGY STAR certification, and other third-party certifications developed by organizations such as Green Seal or the Forest Stewardship Council (FSC).

Below are several examples of policies that list specific sustainability requirements that products and services must meet if purchased by employees.

-  **San Antonio, Texas’ *Environmentally Preferred Purchasing Policy*** states that “preferred products will be purchased using the guidance and certification of the following organizations:
 - United States Environmental Protection Agency (USEPA)
 - Green Seal
 - Energy Star
 - United States Department of Agriculture (USDA)
 - Electronic Products Environmental Assessment Tool (EPEAT)
 - Forest Stewardship Council (FSC)”¹⁵
-  **San Jose, California’s *Environmentally Preferable Procurement Policy*** includes examples of acceptable standards for environmentally preferable goods and services such as Green Seal 37 for janitorial products, EPEAT for IT equipment, and GREENGUARD for furniture. The policy explains that acceptable standards should be developed and awarded by an impartial third party – in a public, transparent, and broad stakeholder process – and represent specific and meaningful criteria for that product or service category. It also directs employees to “procure goods, products and services that support City LEED certification.”¹⁶
-  **Alameda County, California** maintains a list of acceptable eco-labels on its sustainable purchasing website, which is referenced in its policy.¹⁷

It is generally not considered practical to list sustainability standards and certifications for all product categories within a sustainable purchasing policy, especially if it would require action by a legislative body whenever a standard is added or revised. This is because the list of potentially available sustainable goods and services is continually growing and sustainability criteria are becoming increasingly complex – often focusing on multiple environmental and health attributes (and sometimes social and economic criteria as well). Instead, municipal leaders in sustainable procurement often describe their processes and procedures in a separate set of sustainable purchasing standards. Municipal employees and contractors can refer to these standards when making purchasing decisions.

¹⁵ City of San Antonio, *Environmentally Preferred Purchasing Policy* webpage, <http://www.sanantonio.gov/purchasing/procurement/eppp.aspx#12776551-purpose>

¹⁶ City of San Jose, *Environmentally Preferable Procurement Policy (EP3)*, April 24, 2011, <https://www.sanjoseca.gov/DocumentCenter/View/3862>

¹⁷ Alameda County, California, RPN’s Environmentally Preferable Purchasing (EPP) Resources, http://www.acgov.org/sustain/documents/EPP_Resources_RPN.pdf

Below are some examples of policies that call for the creation of sustainable purchasing standards, specifications, and best practices:

-  **Washington, DC's** *Procurement Policy and Procedure Directive* directs City employees to use environmentally preferable product and service (EPPS) specifications to the maximum extent possible. It further explains: “To ensure EPPS are procure[d] [sic] to the maximum extent practical, contracting shall utilize all EPPS programmatic tools and resources that support the implementation and maintenance of EPPS specifications as outlined in Section 5 Procedures and in the Sustainable Purchasing User Guide, which is maintained on the [Office of Contracting and Procurement] OCP web page.”¹⁸
-  **Portland, Oregon's** *Sustainable Procurement Policy* calls for the creation of Citywide sustainable procurement standards. It specifically states that: “The City shall develop Citywide product and service-specific sustainability standards as best practices evolve. These Citywide standards will be developed by Procurement Services in cooperation with stakeholders and approved by the Chief Procurement Officer. Sustainable Procurement standards will incorporate related requirements from City policies, City Code and other City product and service standards. All sustainable procurement standards will be posted on the employee website and incorporated into City procurement processes.” Portland’s policy further requires employees making City procurement decisions “to comply with the sustainable procurement standards approved by the Chief Procurement Officer.”¹⁹

Best Practice #4

The policy directs the jurisdiction to make sustainable procurement the default action for all major purchasing decisions and accounts for cases where an exception is needed.

Many policies encourage staff to make sustainable procurement decisions *whenever practicable*. This vague requirement – on its own – puts the burden on individual employees to decide whether or not a sustainable purchase is feasible. Making sustainable procurement the default activity – at least for high-spend or specific targeted product and service categories – takes the guesswork out of sustainable procurement for employees. It gives them needed direction by establishing a process to follow to make sustainable purchasing determinations.

Below are some examples of policies that make sustainable procurement the default action:

-  **Calgary, Alberta's** *Sustainable and Ethical Procurement Policy* directs its central purchasing agency, Finance and Supply, to “ensure tender clauses in all Finance and Supply documents are revised to reflect the principles, goals and objectives of The City of Calgary’s

¹⁸ Washington, D.C., Office of Contracting and Procurement (OCP) *Directive No.: 7000 Procurement Policy & Procedure Directive*, January 1, 2015, http://ocp.dc.gov/sites/default/files/dc/sites/ocp/page_content/attachments/epps_policy_1.pdf

¹⁹ City of Portland, Oregon, *Sustainable Procurement Policy*, September 2010, <http://www.portlandonline.com/shared/cfm/image.cfm?id=204110>

sustainable and Ethical Procurement Policy.”²⁰ The incorporation of boilerplate language into all tenders has made it relatively easy for the City’s purchasing department to implement the policy.

-  **Washington, DC’s** procurement policy applies to most high-spend procurements. The City set a monetary threshold and carved out an exemption for its green procurement requirements that states, “Except for emergency procurements, before entering into any contract in excess of \$100,000, the District shall issue an environmental certification to demonstrate, to the maximum extent practicable, the purchase of an EPPS [Environmentally Preferable Product or Service].”²¹
-  **Portland, Oregon’s** *Sustainable Procurement Policy* requires all major procurement decisions to follow standards approved by its Chief Procurement Officer unless an exemption is granted. The policy states, “Upon request, exemptions to the sustainable procurement standards may be granted by the Chief Procurement Officer when product or service availability or other reasonable circumstances hinder compliance with the standards.”²²
-  **Seattle, Washington’s** *Sustainable Procurement Policy* states that City Purchasing shall:
 - “Ensure that evaluation criteria for selecting a product or service incorporates and encourages sustainability factors by providing scored points or incorporates minimum specifications.
 - Ensure that the qualification of a company as a responsible bidder includes criteria for incorporating environmental responsibility.”²³

Best Practice #5

The policy directs the jurisdiction to establish and meet sustainable procurement goals.

Setting measurable goals in a sustainable procurement policy focuses implementation efforts and makes reporting results clearer and easier. Sustainable procurement goals can include commitments to purchase specific percentages of sustainable products such as renewable energy or reducing the amount of unsustainable products that are purchased. In cases where municipalities have already established sustainability goals in their sustainability plan (including climate action and zero waste plans), those goals can either be referenced or exceeded in their sustainable procurement policy.

Below are examples of municipal sustainability policies that include sustainable procurement goals:

-  **Denver, Colorado’s** *2020 Sustainability Goals* include a separate set of government operations goals. One such goal is to: “Reduce energy consumed in city-operated buildings and

²⁰ City of Calgary, Alberta, *Sustainable Environmental and Ethical Procurement Policy (SEPP)*, Policy #CFO-008, March 12, 2008, <http://www.calgary.ca/CA/city-clerks/Documents/Council-policy-library/cfo008-Sustainable-Environmental-and-Ethical-Procurement-Policy.pdf>

²¹ District of Columbia, *Procurement Practices Reform Act of 2010*, http://ocp.dc.gov/sites/default/files/dc/sites/ocp/page_content/attachments/islpp-ppra.pdf

²² City of Portland, Oregon, *Sustainable Procurement Policy*, September 2010, <http://www.portlandonline.com/shared/cfm/image.cfm?id=204110>

²³ City of Seattle, Washington, *Sustainable Purchasing Policy*, August 11, 2008, find link at <http://seattle.gov/purchasing/GrnPurchPolicies.htm>

vehicles by 20% while doubling renewable energy produced from city facilities over the 2012 baseline.”²⁴

-  **Richmond, Virginia** issued an executive order in 2011 establishing a goal for the City “to reduce its annual vehicle fuel consumption by at least 1% per calendar year.”²⁵

Best Practice #6

The policy encourages employees to use life-cycle costing (LCC), total cost of ownership (TCO), or other best value assessment methods when making purchasing decisions.

Using LCC or TCO, rather than relying only on initial cost as the basis for making purchasing decisions, offers the most economic value over the lifecycle of the product. Sustainable products and services can reduce costs associated with energy and water consumption, waste disposal, etc. or yield other benefits (such as improving air quality or helping a municipality meet its water quality goals). However, they can have a higher initial price. Conversely, some less sustainable purchases with lower initial price tags may cost the jurisdiction additional funds through their useful lives (e.g., additional energy costs, hazardous waste removal costs, etc.). In order to be able to guard against unwanted additional costs from less sustainable products, and also justify sustainable products and services in the procurement decision-making process, staff may need to be expected to account for these total costs and benefits in all relevant purchases. (*Note: municipalities may need to revise their municipal procurement code to make “best value” purchasing the default activity.*)

Below are examples of policy language designed to eliminate ambiguity about the expectation to use TCO or another best-value assessment method to compare the prices of competing goods and services:

-  **Palo Alto, California’s** *Environmentally Preferred Purchasing Policy* provides that the evaluation of prices for goods and services “shall factor in life-cycle costs, total product cost over the lifetime of the product (use, maintenance, disposal), risk management, regulatory requirements and penalties for non-compliance.”²⁶
-  **Denver, Colorado’s** sustainability policy requires “assessing the total cost of ownership by including initial cost, operating costs, and disposal or end of life cost, with due consideration of leasing as an alternative to outright purchase.”²⁷

²⁴ Denver Office of Sustainability, *2020 Sustainability Goals*,

https://www.denvergov.org/Portals/779/documents/2020SustainabilityGoals_101514.pdf

²⁵ City of Richmond, *Mayor’s Order #2011-4: For the Establishment of a Green Government*, 2011,

http://static.mgnetwork.com/rtd/pdfs/20110422_city.pdf

²⁶ City of Palo Alto, *Environmentally Preferred Purchasing Policy: Policies and Procedures*, 5-03/MGR, February 6, 2008

<http://www.cityofpaloalto.org/civicax/filebank/documents/32651>

²⁷ City of Denver, Colorado, *Executive Order No. 123: Office of Sustainability and Citywide Sustainability Policy, Memorandum 123-D, Environmentally Preferable Purchasing*, March 11, 2013,

<https://www.denvergov.org/Portals/728/documents/NDCC/NWSS%20RFQ%20Executive%20Order%20123.pdf>

Best Practice #7

The policy includes tracking and reporting requirements.

Many sustainable procurement policies include language directing the jurisdiction to report annually (or periodically) on progress implementing its program or achieving its goals. Reporting on an annual basis facilitates accountability to the public; highlights successes, environmental benefits and cost savings; and identifies barriers and further opportunities.

Typically, the policy will require some or all departments to submit information to the purchasing department, the sustainability department, and/or a sustainable procurement team to be compiled into a sustainable procurement report (or into a section of an overall sustainability progress report) for the city manager, county executive, or the municipal legislature. Occasionally, the policy requires the jurisdiction to post the annual progress report on its website to demonstrate how it is leading by example.

Below are some examples of municipal sustainable procurement policies that include an annual reporting requirement:

-  **Calgary, Alberta's Sustainable and Ethical Procurement Policy** requires each business unit within the City to “meet periodically with Finance and Supply to report on the progress of policy implementation, including: 1. The results of product evaluations and product trials; 2. The status of efforts to maximize sustainable purchasing; and 3. Total purchases of sustainable products and services.”²⁸
-  **Santa Clara County, California's Environmentally Preferable Purchasing Policy** directs its EPP Team to “prepare and submit to the Board of Supervisors an annual report summarizing the implementation of the policy during the previous year; policy related goals for the following year; and recommended changes, if any, to the policy or its implementation.”²⁹
-  **Portland, Oregon's Sustainable Procurement Policy** includes a detailed section on “Data Collection and Performance Reporting,” which prescribes the roles and responsibilities of various City agencies in carrying out this program function. It specifically states:

City Bureau Directors shall be responsible for:

- *Cooperating in gathering information for the purposes of tracking, reporting, and evaluating the City's sustainable procurement activities; and*
- *Integrating Bureau-specific sustainable procurement goals into Bureau sustainability plans.*

²⁸ City of Calgary, *Sustainable Environmental and Ethical Procurement Policy (SEPP)*, Policy #CFO-008, March 12, 2008, <http://www.calgary.ca/CA/city-clerks/Documents/Council-policy-library/cfo008-Sustainable-Environmental-and-Ethical-Procurement-Policy.pdf>

²⁹ County of Santa Clara, CA, *Environmentally Preferable Purchasing Policy*, Adopted September 2009, [http://www.sccgov.org/SCC/docs%2FIntegrated%20Waste%20Management%20\(DIV\)%2FEPP.pdf](http://www.sccgov.org/SCC/docs%2FIntegrated%20Waste%20Management%20(DIV)%2FEPP.pdf).

The Chief Procurement Officer and Director of the Bureau of Planning and Sustainability shall be responsible for:

- *Collaborating on data collection for the purpose of tracking and reporting on the City's sustainable procurement activities and evaluating the effectiveness of this policy.*

The Chief Procurement Officer shall be responsible for:

- *Issuing an annual or biennial progress report on sustainable procurement activities and the effectiveness of this policy. This report may be a stand-alone report or integrated into a larger Bureau of Procurement Services report.³⁰*

-  **San Jose, California's** *Environmentally Preferable Procurement Policy* requires the following types of performance measurements to be made: quantification of “the environmental and economic benefits of the procurement of environmental alternatives such as recycled-content paper, biodiesel, and IT equipment by utilizing available product environmental benefits calculators.”³¹
-  **Seattle, Washington's** *Sustainable Purchasing Policy* directs City Purchasing to “compile records for producing an annual summary of the City's environmentally responsible/ sustainable purchasing actions, and to evaluate the effectiveness in reducing the environmental impacts of City procurement.”³²

Best Practice #8

The policy directs the jurisdiction to periodically review and update its sustainable purchasing policy and procedures.

Sustainable purchasing needs change over time. Therefore, sustainable purchasing policies should follow suit. To keep their policies up-to-date, many cities and counties include guidance about periodically reviewing and updating their policy. It is best practice to review and update your sustainable purchasing policy about every one to three years. Updating it more frequently may deflect energy from implementation, while waiting longer risks not keeping up with emerging priorities.

Examples of policies that provide for regular updates include:

-  **Portland, Oregon's** *Sustainable Procurement Policy* directs the Chief Procurement Officer to be “responsible for periodically bring[ing] together internal stakeholders to review this policy for updates or to otherwise determine whether this policy is in alignment with other City sustainability efforts and policies.”³³

³⁰ City of Portland, Oregon, *Sustainable Procurement Policy*, September 2010, <http://www.portlandonline.com/shared/cfm/image.cfm?id=204110>

³¹ City of San Jose, California, *Environmentally Preferable Procurement Policy (EP3)*, April 24, 2012, <http://www.sanjoseca.gov/documentcenter/view/3862>

³² City of Seattle, Washington, *Sustainable Purchasing Policy*, Department of Finance and Administrative Services, City Purchasing, August 11, 2008, <http://seattle.gov/purchasing/GrnPurchPolicies.htm>.

³³ City of Portland, Oregon, *Sustainable Procurement Policy*, September 2010, <http://www.portlandonline.com/shared/cfm/image.cfm?id=204110>

-  **Raleigh, North Carolina's Sustainable Procurement Policy** states: "The manager of the Purchasing Division shall be responsible for periodically bringing together internal stakeholders to review this policy for updates or to otherwise determine whether this policy is in alignment with other City sustainability efforts and policies. This policy review shall be completed at least every five years, but may be done on a more frequent basis as needed."³⁴
-  **Vancouver, British Columbia's Ethical Purchasing Policy** specifies that: "The Manager of Materials Management will be responsible for reviewing the EPP [Ethical Purchasing Policy] and SCC [Supplier Code of Conduct] annually and reporting findings to Council annually. Through consultations with key stakeholders (suppliers, subject experts, city staff, etc.) the Manager of Materials Management will identify and recommend revisions to the EPP and SCC. Such review will include a review of new items for potential inclusion within the scope of the EPP (e.g., new fair trade certified agricultural products)."³⁵

MODEL POLICIES OF USDN MEMBERS

 **Denver, CO; Office of Sustainability and Citywide Sustainability Policy, Memorandum 123-D, Environmentally Preferable Purchasing, 2013** ([pdf](#))

Key Elements

- **Addresses Three Pillars of Sustainability**
This policy encourages "'triple-bottom line' analysis in City policy and program decisions, i.e., short- and long-term economic, social, and environmental considerations."
- **Delineates Roles and Responsibilities**
This policy outlines responsibilities for the Purchasing Division of General Services, which serves as the lead agency for the City's EPP program, as well as City agencies. Some of the responsibilities of the Purchasing Division include: providing guidance to all City agencies on EPP requirements, processes, and strategies; providing training to buyers; and communicating the City's EPP program to all agencies.
- **Calls for Development of Sustainable Procurement Tools**
This policy requires the Purchasing Division to "assist agencies in developing product and service specifications that meet the requirements of the City's EPP Program" and "where appropriate ensure EPP criteria are included in product or service evaluations." Additionally, City agencies must "seek products where claimed environmental performance has been certified or rated by an independent, reliable third party entity."

³⁴ City of Raleigh, North Carolina, *Sustainable Procurement Policy*, November 4, 2011, <http://www.raleighnc.gov/environment/content/AdminServSustain/Articles/SustainabilityReport.html> (See link to Raleigh's Sustainable Procurement Policy on this webpage).

³⁵ City of Vancouver, BC, *Ethical Purchasing Policy*, February 17, 2005, http://former.vancouver.ca/policy_pdf/AF01401.pdf

- **Makes Sustainable Procurement the Default Action**
This policy requires the Purchasing Division to "include standard EPP language in all formal solicitations and [to] update as necessary." Furthermore, City agencies must "clearly and accurately communicate environmental goals and requirements in all request to purchase documents and formal solicitations whenever appropriate" as well as "include EPP considerations in initial needs assessments for all product and service procurement."
- **Calls for Sustainable Procurement Goals**
This policy is part of a broader Sustainability Policy, which includes a set of government operations goals related to sustainable purchasing. One such goal is to "reduce energy consumed in city-operated buildings and vehicles by 20% while doubling renewable energy produced from city facilities over the 2012 baseline."
- **Encourages Life-Cycle Costing or Other Best Value Assessment Methods**
This policy requires "assessing the total cost of ownership by including initial cost, operating costs, and disposal or end of life cost, with due consideration of leasing as an alternative to outright purchase."
- **Includes Tracking and Reporting Requirements**
This policy requires the Purchasing Division to "track and report annually on the City's EPP Program."

City of Portland, OR *Sustainable Procurement Policy*, 2010 [\(pdf\)](#)

Key Elements

- **Addresses Three Pillars of Sustainability**
This policy directs City employees to "procure materials, products, or services in a manner that integrates fiscal responsibility, social equity, and community and environmental stewardship." Furthermore, the policy lists specific environmental, social equity, and fiscal factors to be considered when writing specifications for or procuring materials, products, or services.
- **Delineates Roles and Responsibilities**
This policy spells out the responsibilities of the Chief Procurement Officer and City Bureau Directors to establish product and service standards; ensure that contracting manuals and specifications reference sustainable procurement standards and best practices; build awareness of the City's policy and sustainable procurement standards among City staff; and gather information needed to track, report, and evaluate the City's sustainable procurement activities.
- **Calls for Development of Sustainable Procurement Tools**
This policy directs the City to "develop Citywide product and service-specific sustainability standards as best practices evolve. These Citywide standards will be developed by Procurement Services in cooperation with stakeholders and approved by the Chief Procurement Officer. Sustainable Procurement standards will incorporate related requirements from City policies, City Code, and other City product and service standards. All sustainable procurement standards will be posted on the employee website and incorporated into City procurement processes." Portland's policy further requires employees making City procurement decisions "to comply with the sustainable procurement standards approved by the Chief Procurement Officer."

The policy also encourages City employees to "use independent, third-party social and/or environmental (eco) product or service label standards when writing specifications for, or procuring materials, products, or services, so long as such labels: were developed and awarded by an impartial third-party; were developed in a public, transparent, and broad stakeholder process; and represent specific and meaningful leadership criteria for that product or service category. In addition, whenever possible, label standards used in product or service specifications should represent standards that take into account multiple attributes and life-cycle considerations, with claims verified by an independent third-party."

- **Makes Sustainable Procurement the Default Action**

This policy requires all major procurement decisions to follow standards approved by its Chief Procurement Officer unless an exemption is granted. The policy states that "upon request, exemptions to the sustainable procurement standards may be granted by the Chief Procurement Officer when product or service availability or other reasonable circumstances hinder compliance with the standards."

- **Calls for Sustainable Procurement Goals**

This policy tasks City Bureau Directors with "integrating Bureau-specific sustainable procurement goals into Bureau sustainability plans."

- **Includes Tracking and Reporting Requirements**

This policy includes a detailed section on "Data Collection and Performance Reporting," which prescribes the roles and responsibilities of various City agencies in carrying out this program function. The Chief Procurement Officer is ultimately responsible for "issuing an annual or biennial progress report on sustainable procurement activities and the effectiveness of this policy."

- **Requires Review/Update of Sustainable Procurement Policy and Procedures**

This policy directs the Chief Procurement Officer to be "responsible for periodically bringing together internal stakeholders to review this policy for updates or to otherwise determine whether this policy is in alignment with other City sustainability efforts and policies."

District of Columbia, *Environmentally Preferable Purchasing Policy, 2015* ([pdf](#))

Key Elements

- **Makes Sustainable Procurement the Default Action**

This policy applies to most high-spend procurements. The City set a monetary threshold and carved out an exemption for its green procurement requirements that states "except for emergency procurements, before entering into any contract in excess of \$100,000, the District shall issue an environmental certification to demonstrate, to the maximum extent practicable, the purchase of an EPPS."

- **Calls for Development of Sustainable Procurement Tools**

This policy directs contracting staff to "utilize all EPPS programmatic tools and resources that support the implementation and maintenance of EPPS specifications as outlined in Section 5

Procedures and in the Sustainable Purchasing User Guide, which is maintained on the [Office of Contracting and Procurement] OCP web page."

- **Includes Tracking and Reporting Requirements**

This policy provides contracting staff with detailed instructions on how to track sustainable purchases in their procurement system. This includes indicating when a contract incorporates EPPS requirements and working with procurement stakeholders to track and implement the environmentally preferable requirements, indicating when a contract does not incorporate EPPS requirements and why, and indicating when a purchase does not have EPPS specification guidance but may be still be considered an environmentally preferable purchase.

San José, CA *Environmentally Preferable Procurement Policy (EP3)*, 2012 ([pdf](#))

Key Elements

- **Delineates Roles and Responsibilities**

This policy outlines the responsibilities of the City Manager, who must "ensure the development and maintenance of implementation guidelines that provide sufficient direction and clarity to carry out this Policy in an efficient and accountable manner."

- **Calls for Development of Sustainable Procurement Tools**

This policy tasks the City Manager with establishing "guidelines governing the development, review, and approval of specifications for procurement of products and services that address recycled content, recyclability, energy and water conservation, life cycle cost, extended producer responsibility, toxins reduction, rapidly renewable materials, forest protection, preference for local products, and other environmental considerations, and support Green Building certification efforts."

Furthermore, this policy calls for the City to procure products and services that "meet environmental product standards established by governmental or other widely recognized authorities." Examples include Green Seal, EPEAT, and GreenGuard. The standards should be "developed and awarded by an impartial third-party; developed in a public, transparent, and broad stakeholder process; and represent specific and meaningful criteria for that product or service category." If no standards exist, the City is directed to integrate other environmental factors into purchasing decisions. For example, purchasing "fleet vehicles that provide the best available fuel efficiency and net reduction in vehicle fleet emissions" and "goods, products, and services that support City LEED certification."

- **Calls for Sustainable Procurement Goals**

This policy sets a goal to "ensure that at least 30% of direct purchases of food served in City facilities is locally grown and organic."

- **Encourages Life-Cycle Costing or Other Best Value Assessment Methods**

This policy lists life cycle analysis as a factor the City should consider when making purchases. Life cycle analysis is defined as "the comprehensive accounting of the total cost of ownership, including initial costs, energy, and operational costs, longevity and efficacy of service, and disposal costs."

- **Includes Tracking and Reporting Requirements**

The City Manager must submit an annual report to the City Council that includes "documentation of the types, quantities, and dollar amounts of environmentally preferable products and their economic and environmental benefits (including the percentage of post-consumer and total recovered material content)." Furthermore, the policy directs the City Manager to use available environmental benefits calculators to "quantify the environmental and economic benefits of the procurement of environmental alternatives such as recycled content paper, biodiesel, and IT equipment."

- **Requires Review/Update of Sustainable Procurement Policy and Procedures**

The policy directs the City Manager to "review this Policy at least every five years, and present any recommendations to the City Council."

 **Spokane, WA, *Administrative Policy and Procedure: Environmentally Preferable Purchases*, 2014** ([pdf](#))

Key Elements

- **Delineates Roles and Responsibilities**

This policy outlines the responsibilities of the Accounting Department, the Environmental Programs section of the Public Works and Utilities Division, the Green Team, and all City Departments in implementing green purchasing requirements. For example, the Accounting Department, Environmental Programs, and the Green Team must "inform departments of their responsibilities and provide implementation assistance."

- **Calls for Development of Sustainable Procurement Tools**

This policy directs the Accounting Department, with Environmental Programs and the Green Team, to "develop an environmentally preferable purchases list and annual updates." The Accounting Department also must "maintain and disseminate information about environmentally preferable purchases to be used by departments whenever possible...includ[ing] procurement opportunities, specifications, and performance."

- **Includes Tracking and Reporting Requirements**

This policy requires Environmental Programs to submit an annual report to the Mayor and City Council that includes a compilation of procurement data collected from all departments; a current status of product evaluations conducted by departments; and an assessment of program effectiveness, evaluation of program goals, and projections of future procurement opportunities.

- **Requires Review/Update of Sustainable Procurement Policy and Procedures**

As part of the annual report, the Accounting Department must also make recommendations for changes in procurement policy. Additionally, Environmental Programs and the Green Team are tasked with making recommendations for future EPP policies.

PRODUCT AND OUTCOME-SPECIFIC SUSTAINABLE PROCUREMENT POLICIES

Some municipalities choose to adopt more specific sustainable purchasing policies geared toward a particular product or service category (e.g., electronics, cleaning products, etc.) or a sustainability outcome (e.g., energy efficiency, toxics reduction, etc.). Product- and outcome-specific policies can boost a municipality's sustainable procurement program by giving it a specific initiative to focus on. These policies can take many forms: they can be stand-alone policies or they can be inserted into a broader sustainable procurement policy. Sometimes these policies supplement an existing general sustainable purchasing policy while other times they can serve as precursors to developing a more overarching sustainable purchasing policy.

Product-Specific Procurement Policies

Many local governments have built or bolstered their sustainable procurement program through the adoption of one or more policies that support the procurement of sustainable goods and services in a specific category. One reason that municipalities adopt these policies is that it enables them to develop detailed guidance on the purchase, use, and in some cases, disposal of specific product categories. If a jurisdiction does adopt a separate product-specific procurement policy, it is important for it to be posted along with the jurisdiction's other sustainable procurement policies so that it doesn't get forgotten.

Below are several examples of category-specific sustainable procurement policies (including policy language that is embedded in a broader policy):

- **Bottled Water Bans**

 **St. Louis, Missouri's** *Executive Order #43* prohibits its “departments, divisions, and agencies [from] purchasing single-serving bottled water for employee consumption with City funds.”³⁶

- **Green Cleaning Policies**

 **Santa Clara County, California's** *Green Cleaning Administrative Guidance* states: “All cleaning products used within County-owned or operated facilities shall be certified by a nationally recognized, third party, certifying organization or the products must be approved by the procuring department as equal to the green certified products, unless green products are unavailable, not cost effective or not practicable.”³⁷

- **Green Building Policies**

Sustainable procurement requirements can be incorporated into a municipality's green building policy. Doing so can direct the jurisdiction's employees and contractors to include sustainability criteria in some or all of their procurement decisions related to construction, renovation, and

³⁶ City of St. Louis, Missouri, *Executive Order #43: Prohibition of Purchase of Single-Serving Bottled Water*, August 20, 2008, <https://www.stlouis-mo.gov/government/departments/mayor/documents/upload/STL-Executive-Order-on-Bottled-Water.pdf>

³⁷ Santa Clara County, California, *Board of Supervisors Policy Manual, Section 8.3 Green Cleaning Policy*, Adopted September 10, 2013, <https://www.sccgov.org/sites/bos/Legislation/BOS-Policy-Manual/Documents/BOSPolicyCHAP8.pdf>

operation of government-owned buildings and other facilities. This can particularly influence the types of construction materials, lighting and HVAC equipment, and facility maintenance products that are used by local government employees and contractors.

🔗 **Cleveland, Ohio's** *Sustainable Municipal Building Policy*, for example, directs City employees “to incorporate green building practices into the siting, design, construction, remodeling, repair, maintenance, operation, and deconstruction of all City facilities.” This policy includes several specific sustainable procurement requirements including, but not limited to, the use of reflective pavement to mitigate heat island effects; reflective and vegetative roofs; energy-efficient (ENERGY STAR) appliances; water-efficient (WaterSense-labeled) faucets and toilets; and on-site renewable energy systems on City property.³⁸

- **Green Fleet Policies**

🔗 **Minneapolis, Minnesota's** *Green Fleet Policy* includes the following policy objective of: “Purchas[ing], when necessary, new vehicles that provide the best available net reduction in vehicle fleet emissions, considering life-cycle economic and environmental impacts (e.g., by purchasing more efficient or alternative fuels vehicles)”.³⁹ [More information on green fleet policies can be found in Chapter 9 of this *Playbook*.]

- **Green IT Policies**

🔗 **San Francisco, California's** *Approved Environmentally Preferable Purchasing Requirements for Personal Computers and Servers* directs City departments to purchase personal computers, notebook computers, and monitors that meet the EPEAT Gold standard.⁴⁰ [More information on green electronics policies can be found in Chapter 8 of this *Playbook*.]

- **Integrated Pest Management Policies**

🔗 **Eugene, Oregon's** *Resolution No. 5101* prohibits the City of Eugene from using products that contain neonicotinoids on any City property, and calls for all departments within the City of Eugene to adopt an IPM policy and associated operational procedures.⁴¹

- **Paper Reduction Policies**

🔗 **Seattle, Washington's** *Executive Order 01:05 Paper Waste Prevention* directing City departments to:

- Reduce paper use by 30% by the end of 2006;
- Purchase 100% recycled paper as the City standard for printing and copying;
- Adopt available technology that will create paper efficiencies;

³⁸ City of Cleveland, Ohio, *Sustainable Municipal Building Policy*, April 2013, http://webapp.cleveland-oh.gov/aspnet/moc/Sust_Bldg_Policy_Cleveland-FINAL_April2013.pdf

³⁹ City of Minneapolis, Minnesota, *Green Fleet Policy*, December 2, 2010, http://www.minneapolismn.gov/www/groups/public/@council/documents/webcontent/convert_259214.pdf

⁴⁰ City and County of San Francisco, California, Committee on Information Technology (COIT), *COIT/SF Approved Environmentally Preferable Purchasing Requirements for Personal Computers and Servers*, <http://www.sfcioit.org/Modules/ShowDocument.aspx?documentid=122>

⁴¹ City of Eugene, Oregon, Resolution 5101, February 26, 2014. <https://www.eugene-or.gov/DocumentCenter/View/15572>

- Apply these paper waste prevention measures to procurement, consultant contracts, and contracts for printing, copying, and related services from outside vendors; and
- Include reporting of progress towards the 15% interim paper reduction goal in department accountability contracts.⁴²
- **Renewable Energy Procurement Policies**
 - 🔗 **Austin, Texas**, *Climate Protection Plan* made a commitment to power 100% of City of Austin (COA) facilities with renewable energy by 2012 (which it met) and “make all COA facilities, fleets, and operations totally carbon-neutral by 2020.”⁴³
- **Sustainable Food Procurement Policies**
 - 🔗 **Los Angeles, California**’s *Good Food Purchasing Pledge* promotes the City’s procurement of local and sustainably produced food products.⁴⁴
 - 🔗 **Toronto, Ontario**’s *Purchase of Coffee, Tea and Sugar Policy* directs divisions to include buy fair trade-certified products for purchasers greater than \$3,000.⁴⁵

Outcome-Specific Procurement Policies

Outcome-specific sustainable procurement policies are focused on bringing about a specific sustainability outcome such as reducing toxic exposures or increasing the amount of recycled content in products, and often apply to multiple product categories. Below are several examples.

- **“Buy Local” Policies**
Some municipalities encourage buying locally-produced goods and services because it supports the local economy and reduces environmental impacts, especially those associated with transportation.

🔗 **Cleveland, Ohio**’s *Local and Sustainable Purchasing Ordinance* provides a 2-4% bid preference for companies that source products locally and/or are certified as a sustainable business.⁴⁶

Can My Jurisdiction “Buy Local” in Practice?

Many municipalities, particularly in Canada, are deterred from adopting policies that specify or give preference to local companies by the potential legal restrictions arising from trade agreements. Examples of trade agreements that affect Canadian purchasing include: the

⁴² City of Seattle, Washington, Office of the Mayor, *Executive Order 01-05: Paper Waste Prevention*, Issued February 2005, http://clerk.ci.seattle.wa.us/~CFS/CF_307185.pdf

⁴³ City of Austin, *2008 Climate Protection Plan* webpage, <https://austinenenergy.com/>

⁴⁴ City of Los Angeles, California, *Good Food Purchasing Pledge*. October 24, 2012. http://clkrep.lacity.org/online/docs/2011/11-1678_ca_10-24-12.pdf

⁴⁵ City of Toronto, Ontario, *Purchase of Coffee, Tea and Sugar Policy*, April 12, 2013, <http://www1.toronto.ca/City%20Of%20Toronto/Purchasing%20and%20Materials%20Management/Selling%20to%20the%20City/Purchasing%20&%20Material%20Management/Policies-Legislation/coffee.pdf>

⁴⁶ City of Cleveland, Ohio, *Local and Sustainable Purchasing Ordinance*, March 29, 2010, <http://www.city.cleveland.oh.us/CityofCleveland/Home/Government/CityAgencies/OfficeOfSustainability/LocalFoodsAndSustainableBusiness>

Agreement on Internal Trade, the New West Partnership Agreement, and the Comprehensive Economic and Trade Agreement.

If your jurisdiction is hesitant to formally call out local preferences in requests for proposal or tenders, informing local suppliers of opportunities and encouraging them to apply to your jurisdiction's bid requests can go a long way toward receiving competitive proposals from these businesses, which may then be organically selected above their competitors.

- **Energy-Efficient Procurement Policies**

Because energy-efficient products have demonstrated cost savings in a short time frame – particularly when utility rebates are factored in – many municipal procurement and green building policies promote their use. Some cities and counties have adopted stand-alone energy-efficient purchasing policies as a way to focus attention on the procurement of energy-efficient products. Below are two examples

-  **New York City** adopted an energy-efficient procurement law that requires: *Any faucet, showerhead, toilet, urinal, fluorescent tube lamp, fluorescent ballast, industrial HID luminaire, downlight luminaire, fluorescent luminaire or compact fluorescent lamp that is purchased or leased by any agency for which the federal energy management program of the United States department of energy has issued product energy efficiency recommendations shall achieve no less energy efficiency...than the minimum recommended in such recommendations.*⁴⁷
-  **Cambridge, Massachusetts** adopted an *Energy Star Purchasing Policy* requiring all new equipment purchased for City operations to be ENERGY STAR-certified or meet equivalent standards: “As the City replaces older equipment, new Energy Star equipment will reduce the energy load in City buildings.”⁴⁸

Other cities have incorporated procurement requirements into a broader energy-efficiency policy for their jurisdiction.  **Houston, Texas’** *City Energy Efficiency Policy*, states: “All equipment, appliance and computer purchases should be Energy Star rated, when possible.”⁴⁹

- **Ethical Purchasing Policies**

 **Calgary, Alberta** was one of the first municipalities in North America to embrace the social and economic pillars of sustainability in its municipal purchasing policy. Its *Sustainable Environmental and Ethical Procurement Policy* states:

The purpose of this policy is to:

⁴⁷ The City of New York, New York, *Local Law 119, In Relation to the Purchase of Energy Efficient Products*, December 30, 2005, [http://www.nyc.gov/html/mocs/downloads/pdf/epp/LL%20119%20\(536\).pdf](http://www.nyc.gov/html/mocs/downloads/pdf/epp/LL%20119%20(536).pdf)

⁴⁸ The City of Cambridge, Massachusetts, Department of Public Works, Energy Management: Energy Star Purchasing Policy,” *The Works*, 2015, <https://www.cambridgema.gov/theworks/greenliving/WhatWeAreDoing/energymangement>

⁴⁹ City of Houston, Texas, *City Energy Efficiency Policy*, December 31, 2011, <http://www.houstontx.gov/adminpolicies/7-1.pdf>

- *Develop a supplier community that exhibits leadership in corporate social responsibility through their efforts to continuously improve best practices that protect the welfare of workers and the environment while maintaining a competitive position in the market;*
- *Embed ethical, environmental and economic performance criteria into all City supply chain procedures, processes and activities;*
- *Support the purchase of goods and services that will enhance and protect the environment, protect the welfare of workers and represent best value for the corporation; and*
- *Advance corporate culture at the City that recognizes and places a priority on sustainability.*⁵⁰

Dozens of municipalities in the United States have adopted policies aimed at ensuring that their purchasing decisions – particularly for uniforms and other garments – are not manufactured using child labor, made in sweatshops, or manufactured in factories that have unsafe or unhealthy working conditions.

 **St. Louis, Missouri** adopted a *Sweatshop Free Procurement Policy* that requires vendors to “complete a procurement disclosure form documenting the location of the factory where the items purchased by the City will be manufactured, the minimum base hourly wage of the employees employed by the factory, working hours of factory employees, benefits provided to factory employees and whether the factory is under investigation for any violation of State, Federal or local laws.”⁵¹ Additional sweatshop-free purchasing policies adopted by local governments (e.g., Austin, Texas; Berkeley, Los Angeles, and San Francisco, CA; Ithaca, NY; Madison, WI; Portland, OR; Seattle, WA; and Santa Fe, NM) are available on a website maintained by the Sweatfree Purchasing Consortium.⁵²

- **Sustainable Infrastructure Policies**

Traditionally, sustainable purchasing has been largely limited to products and services used in daily operations and has not been applied to large capital infrastructure projects such as the construction of roads, bridges, and water treatment facilities. Recently, that has started to change.

 **Tacoma, Washington** adopted a *Green Roads Policy* in July 2015, for example, that commits the City to designing, constructing, and maintaining its roads and other transportation infrastructure in a way that promote environmental, economic, and social stewardship.⁵³ **[This is a sustainability policy, not a sustainable procurement policy. Move to Chapter 5.]**

⁵⁰ City of Calgary, Alberta, *Sustainable Environmental and Ethical Procurement Policy (SEEPP)*, Policy #CFO-008, March 12, 2008, <http://www.calgary.ca/CA/city-clerks/Documents/Council-policy-library/cfo008-Sustainable-Environmental-and-Ethical-Procurement-Policy.pdf>

⁵¹ The City of St. Louis, Missouri. *A Resolution Pertaining to Sweatshop Free Procurement*, June 29, 2012, <https://www.stlouis-mo.gov/internal-apps/legislative/upload/resolution/res0791.pdf>

⁵² Sweatfree Purchasing Consortium Resource Library; http://buysweatfree.org/resource_library

⁵³ City of Tacoma, Washington, *Green Roads Policy* (Resolution No. 38945), July 8, 2014, http://cms.cityoftacoma.org/sustainability/Resolution_No_38945.pdf

- **Toxics Reduction Policies**

🗑️ **Portland, Oregon's** *Healthy Purchasing Initiative* requests “chemical ingredient hazard disclosure of goods and materials purchased by the City including but not limited to: cleaning supplies, office supplies, building products and materials, infrastructure materials.”⁵⁴

- **Waste Reduction Policies**

Waste reduction policies can include a variety of provisions, from buying products that contain recycled content, are reusable, and/or recyclable to product take-back.

🗑️ **Denver, Colorado's** environmentally preferable purchasing policy states that all City departments must: “purchase and/or use, where practicable, reusable products, recycled content products and recyclable products...[and] ensure that contracts issued by the department for recycled products require the maximum practicable amount of recycled material and that contractors provide certification of this content and report amounts used.”

🗑️ **San Jose, California's** *Environmentally Preferable Procurement Policy* states that the City will include product specifications that address:

- *Durability and minimization of waste in the product design, materials content, manufacturing processes, packaging, distribution, and end-of-life management. Areas of consideration include the use of virgin material, water, energy, hazardous substances, product longevity, recycled content, recyclability, and product takeback.*
- *Free or low-cost product takeback services (e.g.; collection, recycling, remanufacturing, and proper disposal of their products).*
- *Documentation that products previously purchased or leased are in fact reused, recycled, or otherwise safely managed at the end of their useful lives*

⁵⁴ City of Portland, Oregon, *Resolution No. 36958: Healthy Purchasing Initiative*, September 19, 2012, <http://www.portlandoregon.gov/brrfs/article/424856>



Chapter 4: Designing a Sustainable Procurement Program

This chapter showcases sustainable procurement program elements that have been created and implemented by USDN members and other local governments. It also recommends six best practices cities and counties should consider when designing a sustainable procurement program.

BEST PRACTICES

Best Practice #1

Dedicate sufficient staff time and other resources to develop, implement, and continuously improve your municipality's sustainable purchasing program.

A common element of successful municipal sustainable procurement programs is dedicated staff time and other resources to develop, implement, and continually advance a sustainable procurement program. In order for the program to be effectively and efficiently implemented, the jurisdiction should clearly delineate staff roles to carry out all of the major functions of the program. As noted in *Chapter 3: Developing a Sustainable Procurement Policy*, many local governments have prescribed staff responsibilities in their sustainable purchasing policies.

However, many local governments do not have a coordinated sustainable purchasing program. Instead, various departments – including purchasing, facilities, engineering, and fleets – have undertaken sustainable purchasing independently rather than within a clearly defined program infrastructure. Consequently, no one is responsible for coordinating the program or is accountable for its success. This decentralized model results in duplication of effort and missed opportunities to share experiences and aggregate demand for products and services.

Therefore, a particularly important element is a designated staff person (usually in the purchasing department) who – as part or all of his or her job – serves as the central point-of-contact for the program. This person coordinates sustainable procurement activities and answers questions about policies and procedures posed by employees and vendors. In addition, it is important for other staff – particularly purchasing agents and departmental managers – to understand their roles and responsibilities in carrying out the jurisdiction's sustainable purchasing policy.

An important element of a sustainable procurement program is a central point of contact that is responsible for coordinating cross-functional teams to identify program priorities, develop specifications, conduct outreach, and undertake reporting. The most effective sustainable purchasing programs place this position in the jurisdiction's purchasing department, from which it coordinates with sustainability staff, who have technical expertise in various environmental and energy-related issues.

Many municipal leaders in sustainable procurement, including Edmonton and Calgary, Alberta; Portland, Oregon; San Francisco and Santa Monica, California; Seattle, Washington; Vancouver, British Columbia; and Washington, D.C., support dedicated staffing for their sustainable procurement program and have clearly defined the roles and responsibilities of other employees in carrying it out. Below are descriptions of how local governments are staffing their sustainable purchasing programs:

-  The **District of Columbia** has a Sustainable Purchasing Program Manager in its Office of Contracting and Procurement. Similarly, **Portland, Oregon's** Sustainable Procurement Coordinator is positioned in the City's Procurement Services Department.
-  **King County, Washington**, has maintained at least one full-time staff person within its Procurement and Contract Services Department to coordinate its Environmental Purchasing Program for more than a decade. The County has been able to demonstrate that the activities of these individuals more than pay for the cost of having them on staff.
-  **San Francisco's** sustainable procurement program is staffed by several employees that work for its Department of the Environment (SFE) and have specific subject matter expertise. SFE staff coordinate with various buyers in its Office of Contract Administration to identify and pursue sustainable procurement opportunities, and to quantify the effectiveness of its sustainable purchasing program in an annual report to the County Board of Supervisors. Together, they create and work with departmental end-user groups to undertake specific sustainable procurement initiatives. For example, it has worked with electricians from multiple City departments to develop contracts for environmentally preferable lighting equipment and with custodial staff to pilot test and create contracts for green cleaning supplies and equipment.

Some cities and counties have established a formal Green or Sustainable Purchasing Committee in lieu of – or in addition to – hiring a sustainable procurement program coordinator. The committee is typically tasked with identifying practical sustainable procurement opportunities, developing sustainable procurement specifications and applying them to contracts, and promoting the availability of sustainable products and services to the jurisdiction's many departments. For example, **Palo Alto, California** has created a multi-agency Green Purchasing Team that meets to identify and implement the City's green purchasing priorities.

In addition to providing dedicated staff time, municipalities can bolster the effectiveness of their sustainable procurement programs by committing other resources such as grants and loans that can enable local government departments to transition to using sustainable products and services that may have a higher initial cost.

 **Minneapolis, Minnesota**, for instance, has a *Lead by Example Fund* that has helped its departments offset the cost associated with pilot testing and purchasing green cleaning supplies and other sustainable goods and services.

Best Practice #2

Undertake periodic (e.g., annual) planning and prioritization activities to identify upcoming sustainable purchasing opportunities.

Planning and prioritization activities are critically important aspects of a successful sustainable purchasing program because they facilitate continuous improvement. The sustainable procurement prioritization assessment can take into consideration potential environmental and other sustainability impacts, cost-saving opportunities, annual spending and past sustainable procurement efforts, contract rebidding schedules, staff capacity, and other factors that can help determine where to focus the program's upcoming activities.

Prioritization and planning can also help the jurisdiction focus on sustainable procurement initiatives that can:

- Help it come into compliance with environmental laws and/or meet its community-wide sustainability goals (particularly where it may be lagging) such as greenhouse gas emissions reduction, water conservation, elimination of chemicals of concern in products, etc.;
- Save the jurisdiction money;
- Serve as a proving ground for new technologies; and
- Have a transformational effect on the marketplace.

Many municipal leaders in sustainable procurement set goals for and prioritize their sustainable purchasing activities and impacts on an ongoing basis. These goals often are designed to help the jurisdiction meet its targets for reducing the amounts of electricity, fuel, water, and/or paper their facilities and fleets are consuming; the amounts of solid waste and/or emissions of greenhouse gases they are generating, and/or the percentage of renewable energy or locally-sourced food they are purchasing for use in their municipal operations.

 In its 2004 *Action Plan for Sustainability*, **Fort Collins, Colorado**, became one of the first U.S. municipalities to establish sustainability goals for its municipal buildings and fleet operations. These have been primarily aimed at reducing its greenhouse gas emissions as well as its electricity, petroleum, and water consumption and its generation and disposal of solid waste.⁵⁵

The sustainability goals that apply to the Fort Collins' operations are being met with a combination of procurement activities (such as purchasing alternative fuel vehicles and high-efficiency lighting equipment) as well as changes in procedures and practices (such as improved recycling and implementation of systems for electronic submission of bids and other City documents).

While many sustainable procurement policies and related program documents encourage local governments to undertake sustainable procurement “to the greatest extent practicable,” setting numerical goals for reducing impacts (such as energy or paper consumption) or for undertaking a certain number of high-impact sustainable procurement actions, will better ensure that these activities will happen. Several jurisdictions have established and maintained coordinated systems that are designed to ensure initial

⁵⁵ The City of Fort Collins' Sustainability Goals, can be accessed online at <http://www.fcgov.com/sustainability/goals.php>

implementation and continuous improvement of their sustainable purchasing programs.

 **Portland Oregon**, for example, in conjunction with neighboring Multnomah County, approved a resolution to develop a *Sustainable Procurement Strategy: A Joint City of Portland and Multnomah County Effort*. It was established to speed up the implementation of environmental sustainability actions in the two municipalities by promoting three major goals:

- *Complete a review and procurement policy update of at least 3 to 5 major commodity areas annually for the next five years resulting in improvements in 15 to 25 major commodity areas. Each review and update should result in commodity or contract specific guidelines and/or specification, policy, rule and/or code changes.*
- *Monitor sustainable product availability within select commodity areas and rigorously address possible opportunities for use by the City of Portland and Multnomah County.*
- *Design and implement an employee education program in conjunction with the City of Portland Office of Sustainable Development and Multnomah County Department of Business and Community Services.⁵⁶*

 Since 2005, the **City of San Francisco, California**, has utilized a sustainable purchasing prioritization process that encourages community members to comment on its proposed priorities during its transparent public participation process. Under its Precautionary Purchasing Ordinance, the City set its sustainable purchasing priorities based on an assessment of its inventory of hazardous chemical products used by its municipal operations. It then established green purchasing standards designed to reduce environmental and health impacts, and field tested products to ensure that they perform well.

For a more detailed discussion of planning and prioritization, see *Chapter 5: Setting Sustainable Procurement Priorities*.

Best Practice #3

Develop procedures, standards, and tools to help employees implement your sustainable purchasing policy.

Successful sustainable procurement programs establish clear and comprehensive procedures for employees and vendors to follow to ensure consistent implementation of sustainable purchasing policies. The most effective programs also have an accompanying set of tools that guide employees through this process. These “rules of the road” provide a single, standardized interpretation of the policy, eliminating the inefficiency of each staff person having to interpret the jurisdiction’s policy on their own.

Some tools that are commonly developed and utilized by municipal sustainable procurement leaders include:

⁵⁶ City of Portland, Oregon. *Sustainable Procurement Strategy: A Joint City of Portland and Multnomah County Effort*. March 20, 2002. <http://www.chej.org/ppc/archives/purchasing/file018.pdf>

- ***A checklist to help buyers add sustainability requirements to bid solicitations*** by identifying the sustainability risks and opportunities that are relevant to the product or service at hand;
- ***A menu of boilerplate language and “sustainable” core (or market basket) lists of products and services*** that employees can insert into their bid solicitation documents;
- ***A Sustainable Procurement Best Practices Manual*** that highlights eco-labels and other environmental standards the jurisdiction will accept as well as procedures staff are directed to follow in order to comply with sustainable procurement policies;
- ***Environmental and ethical specifications*** as well as bid evaluation criteria to follow when assessing the sustainability attributes of the products and services vendors are offering in response to the jurisdiction’s solicitations;
- ***A list of some minimum standards*** that communicates the expectation for vendors to meet basic, internationally accepted standards for labor treatment and environmental practices (e.g., a “Supplier Code of Conduct” or similar);
- ***A questionnaire that can be inserted into bid solicitations*** to elicit information on the vendor’s own corporate sustainability practices, as distinct from the product or service they are providing (e.g., a “Vendor Sustainability Leadership Questionnaire” or similar); and
- ***Piggybacking language*** that can be added to contracts for sustainable goods and services that enables other local governments to use it.

While the sustainable purchasing policies of many municipalities contain some specific guidance on the sustainability standards employees should follow when making purchasing decisions, they are rarely comprehensive. By adopting complementary administrative guidance documents detailing approved sustainable procurement standards and procedures, local governments can establish a systematic process for providing sustainable purchasing recommendations to their employees and contractors. Such guidance documents should be periodically reviewed and updated as needed in order to ensure that they reflect current standards.

Standards and certifications that are commonly accepted today include, but are not limited to:

- **Biodegradable Products Institute (BPI)**, which certifies food service ware items, bags and other products that are compostable in a commercial composting facility (see <http://www.bpiworld.org>)
- **Cradle to Cradle** guides designers and manufacturers through a continual improvement process that looks at a product through five quality categories — material health, material reutilization, renewable energy and carbon management, water stewardship, and social fairness. A product receives an achievement level in each category — Basic, Bronze, Silver, Gold, or Platinum (see <http://www.c2ccertified.org>)
- The **Electronic Products Environmental Assessment Tool (EPEAT)**, which rates green computer equipment (e.g., desktops, laptops, and monitors), imaging



equipment (e.g., copiers, printers and multi-function devices), and TV sets based on multiple criteria including energy efficiency, absence of toxic flame retardant chemicals, presence of recycled content, etc. (<http://www.epeat.net>)

- **ENERGY STAR**, a federal program that certifies energy-efficient appliances, lighting and HVAC equipment, office electronics, and other products (<http://www.energystar.gov>)
- **Forest Stewardship Council (FSC)**, which certifies wood and paper products that are derived from sustainably managed forests (<https://us.fsc.org/en-us>) **Green Seal**, which develops standards for and certifies green cleaning and floor maintenance products, low-toxicity hand soap and paint, and environmentally preferable janitorial paper products. It also certifies janitorial service providers and hotels that meet its standards. (<http://www.greenseal.org>)
- **Green-e**, which certifies electricity and products made with 100% renewable energy (<http://www.green-e.org>)
- **Safer Choice**, a program run by US EPA that certifies low-toxicity products such as hand soaps, furniture and metal polish, laundry and dish detergents, specialty cleaning products, etc. (<http://www.epa.gov/saferchoice>)
- **UL**, which certifies products that meet its environmental standards, including EcoLogo (environmentally preferable product) and GREENGUARD (low-emitting product) (<http://productguide.ulenvironment.com/QuickSearch.aspx>)
- **USDA BioPreferred/Biobased**, is a single-attribute certification program that covers products such as printing inks, lubricants, food service ware, and other products made with a minimum percentage of plant-based material (that typically replaces petroleum) (<http://www.biopreferred.gov/BioPreferred>)
- **WaterSense**, a program run by the U.S. Environmental Protection Agency that certifies water-efficient plumbing fixtures (<http://www3.epa.gov/watersense>)



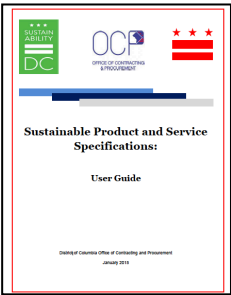
Municipalities that are leaders in sustainable purchasing, including the City of Portland and Multnomah County, Oregon; San Francisco, California, Washington, D.C.; and New York City, have developed clear guidance for their municipal employees and vendors to utilize when making their purchasing decisions. USDN members and other municipalities may be able to follow these leaders' examples and/or work collaboratively with other cities, counties, or states/provinces to develop sustainable purchasing standards and specifications.

Examples of guidance that has been developed by other jurisdictions include:

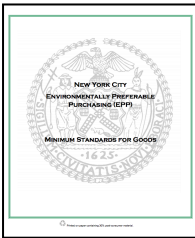
-  **Washington, DC** adopted "Default Environmental Preference Standards" for all purchasing decisions, including procurements of materials, supplies, services, and commodities that:

- A. Are available through the most current version of the GSA Environmental Specialty Category; or
- B. Meet or exceed applicable performance standards or requirements of:
 - 1. The Federal Energy Management Program;
 - 2. The Electronic Products Environmental Assessment Tool Bronze rating;
 - 3. The U.S. Department of Energy’s ENERGY STAR program;
 - 4. The U.S. Environmental Protection Agency’s Comprehensive Procurement Guidelines; or
 - 5. (v) Verification of a project under the Leadership in Energy and Environmental Design (LEED) green building rating systems designed by the United States Green Building Council.

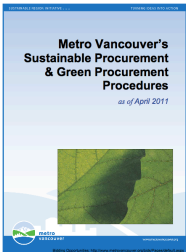
In January 2015, Washington, DC also developed a *Sustainable Product and Service Specifications: User Guide*, which helps staff make sustainable purchasing decisions by providing “sustainable specifications for approximately 100 products across 14 broad product and service categories.”⁵⁷



- The **City of Ottawa, Ontario**, published a *Sustainable Purchasing Guideline* and accompanying *Toolkit* in 2013. These documents lay out definitions, responsibilities for Supply Branch employees as well as other Managers and staff involved in purchasing, and steps to follow. The *Toolkit* uses worksheets, checklists, and questionnaires to guide purchasing professionals at the City through a sustainability assessment of the prospective supplier (including a Total Cost of Ownership calculation), the inclusion of sustainability criteria and questions in bid solicitation documents, and the evaluation and rating of bids on a sustainability basis.
- **New York City** Mayor’s Office of Contracts created *Environmentally Preferable Purchasing (EPP) Minimum Standards for Goods*⁵⁸ to help City employees comply with its EPP laws. This document details standards City employees are required to follow when procuring appliances, electronics, HVAC and lighting equipment, plumbing fixtures, paper, and several other categories of products. This guidance manual is the process of being updated, according to NYC procurement staff.



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⁵⁷ District of Columbia, Office of Contracting and Procurement, *Sustainable Product and Service Specifications: User Guide*, January 2015, http://ocp.dc.gov/sites/default/files/dc/sites/ocp/page_content/attachments/UserGuide.pdf.
⁵⁸ City of New York, Mayor’s Office of Contracts, *City of New York Environmentally Preferable Purchasing Minimum Standards for Goods*, June 2012 Update; http://www1.nyc.gov/assets/mocs/downloads/pdf/epp/nycepp_goods.pdf

- In April 2011, **Metro Vancouver, British Columbia**, a regional governmental entity in western Canada that represents the City of Vancouver and several surrounding jurisdictions, published a set of *Sustainable Procurement and Green Procurement Procedures*⁵⁹, to help promote consistency in this area.
- **Multnomah County, Oregon** created a green purchasing tool that has proven extremely effective – the development and use of a *Checklist for Sustainable Purchasing*,⁶⁰ which County employees must use when making large purchases (over \$5,000). Purchasers are required to complete the checklist and describe any environmental specifications they used to purchase the product. If the buyer opts for a conventional product or service when a “greener” alternative was available, the buyer must explain why they chose not to purchase the environmentally preferable option.
- **San Francisco, California** requires City and County employees to use an *SF Approved List* to procure certain categories of products and services for which environmentally preferable alternatives are readily available at a reasonable price and meet the City’s performance specifications. For more information about the *SF Approved List*, which is San Francisco’s own directory of green products and specifications that is used by City departments, businesses in the region, and other jurisdictions around the country, visit <http://sfapproved.org>.

Many municipalities have created tools used to assess the sustainability attributes of potential suppliers. Some use a Sustainability Leadership Questionnaire to collect information on the sustainability of suppliers’ own operations, the assessment of which would be considered in bid evaluations. Others have developed a Supplier Code of Conduct to hold vendors to a set of minimum ethical and labor standards.

The **City of Calgary, Alberta** uses both of these tools, and completed a thorough review and revamp of their leadership questionnaire in 2015 in order to ensure that it elicited meaningful responses from vendors. The questionnaire is now comprised of a mixture of yes/no and open-ended questions, along with requirements to provide verifiable evidence for most affirmative responses. These documents complement the mandatory or desirable product-specific standards that are inserted into bid solicitations, and provide a more complete picture of the sustainability impacts of a particular procurement.

Best Practice #4

Implement an effective sustainable purchasing education and outreach program.

Effective sustainable procurement programs often include a coordinated and on-going staff and vendor education and outreach initiative. Important elements include the creation and dissemination of educational tools, staff training and the maintenance of a comprehensive website where employees and vendors can learn about the municipality’s sustainable purchasing program.

⁵⁹ Metro Vancouver, *Sustainable Procurement and Green Procurement Procedures*, April 2011; <http://www.metrovancouver.org/bids/Bidding%20Documents/MetroVancouverSustainableGreenProcurementInformationPackage.pdf>

⁶⁰ Multnomah County, *Sustainable Purchasing*; see link for Sustainable Purchasing Check List; <https://web.multco.us/purchasing/sustainable-purchasing-checklists-0>

Some jurisdictions require staff to participate in sustainable procurement education events and activities, while others offer incentives for staff to do so.

There are several key internal audiences that require training for a successful sustainable purchasing program:

- **Procurement and sustainability staff** can work together to create bid solicitation documents for high-priority purchases for their jurisdiction. They need to understand the principles of sustainable purchasing, and how to apply the tools and procedures that the jurisdiction develops.
- **Executive and finance staff** are involved in creating strategies, plans, and large RFPs, and must be aware of how the jurisdiction is utilizing its procurement function to work toward sustainability goals.
- **Purchasing card holders or administrative and ordering staff** make many small purchases with little or no centralized control. These staff members need to understand how they can keep sustainability in mind in a purchasing scenario.
- **Vendors** and potential contractors need to understand how your jurisdiction’s sustainable procurement program works and how they can support it. Approved vendors can also provide training to purchasing agents and other municipal employees that are likely to using their contract.

Typically, the best approach is to provide these groups with some training and education that fits their needs on an ongoing basis, rather than one large training session with no opportunity for follow-up. A blended learning approach can be particularly effective, whereby staff members complete short eLearning courses or attend webinars at their desktop, in addition to attending some periodic, interactive training. This training is particularly important as the program gets up and running, but continues to be relevant over time as new priorities develop and especially when new tools are rolled out. Additionally, some local governments conduct outreach to vendors while others allow – or even require – vendors to educate staff about the sustainable products and services they offer either during the bidding process or contract period.

 Case Study: Vancouver, BC Trains City Employees to Use Its Sustainable Procurement Tools

In 2015, the **City of Vancouver** in British Columbia, Canada ran two training sessions for each of the teams in their Supply Chain department to educate them on how to effectively use the updated set of sustainable procurement tools that were developed by the City. This ensured initial familiarity by staff and resulting in better uptake and proper utilization of the tools.

 Case Study: Edmonton, AB Train Administrative Staff

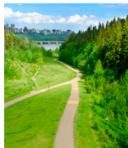
Making a Difference with Sustainable Purchasing

We're committed to reducing our impact on the environment and improving our community through social programs, environmental initiatives and sustainable purchasing.

Our sustainable purchasing policy promotes the purchase of products which are environmentally responsible, ethically sourced and come with minimal packaging.

The policy also includes a supplier code of conduct – this ensures that our suppliers are also committed to reducing their impact on the environment and supporting the community.

The policy, code of conduct and tendering process are ways we encourage businesses to integrate environmental and social programs into their business practices. As part of the tender process, you may have the opportunity to highlight and be scored on your environmental and social programs.



At the **City of Edmonton**, 2015 sustainable purchasing training activities have focused on administrative staff, who make spot purchases and order supplies. The Procurement department partnered with the Communications department to hold an all-day drop-in session – that included a booth dedicated to sustainable purchasing – that was attended by about 400 administrative staff. At this event, Procurement also rolled out a *Sustainable Catering Guide* it had recently created to help administrative staff making better choices when ordering food for City functions and facilities. Rolling out the guide in a formal way at the training session presented in a direct way to the staff who would make use of it. It also made the workshop valuable and current.

Edmonton also has taken steps to educate its vendors about its sustainable purchasing policy and its supplier code of conduct by including about it in the City’s brochure, *Selling to the City: A Guide for Edmonton’s Business Community* (see brochure excerpt to the right).⁶¹

It is important to note that some cities and counties have found that educating all staff to increase participation in a largely voluntary sustainable procurement program can be highly resource-intensive and costly. Instead, they have begun imposing some mandatory green purchasing requirements, which all departments must follow, particularly when purchasing recycled-content and energy-efficient products. By offering only green products on their contracts that meet performance standards and are cost-effective (such as recycled-content paper and EPEAT-qualified computer equipment), they reduce their need to continually encourage end users to choose among sustainable and non-sustainable options on their contracts and improve the effectiveness of their program.

However, training and education still plays a large role both internally and externally. First, to ensure that those who are developing bid solicitations and crafting contracts understand when and how to meaningfully consider sustainability. And second, that vendors are aware of the jurisdiction’s sustainability goals and considerations, so that they can become partners in sustainable purchasing activities.

Municipalities that are considered leaders in sustainable procurement also develop and maintain an up-to-date sustainable procurement website for employees to use as a reference when making purchasing decisions and for vendors to use when responding to bid solicitations. The website provides easy access to the jurisdiction’s sustainable procurement policy (and related policies), standards, model specifications and other bid solicitation documents, case studies, current sustainable procurement action plan, progress reports, environmental and cost calculators, educational presentations (PowerPoint slides and/or videos), lists of approved vendors and products, and other implementation tools.

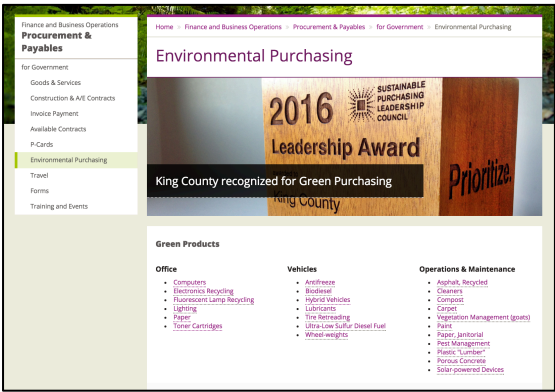
The website can also be used as a vehicle for publicizing the City or County’s sustainable procurement plans, progress reports, and success stories. Some jurisdictions even use their sustainable procurement website to help businesses in the community learn how to practice sustainable procurement and identify acceptable standards as well as environmentally and socially responsible products available from local vendors.

⁶¹ City of Edmonton, BC, “Making a Difference with Sustainable Purchasing,” *Selling to the City: A Guide for Edmonton’s Business Community*, undated brochure;

https://www.edmonton.ca/business_economy/documents/PDF/Selling_to_the_City_Brochure.pdf

Several municipalities that are leaders in the sustainable purchasing arena have developed and maintain comprehensive and effective sustainable procurement websites. Below are some examples of model sustainable purchasing websites:

-  **King County, Washington's, *Environmental Purchasing*** website is arguably the most extensive municipal sustainable procurement website in the U.S. It features:
 - **Policies**, including the County's Environmental Purchasing Policy⁶², Green Building Policy, and other relevant policies that impact environmental purchasing. The website also links to all of the sustainability plans that County employees and vendors need to follow when making purchasing decisions or supplying goods and services to the County. This includes the County's 2007 *Climate Plan* and its updated 2010 *Energy Plan*.



- **Products**, including fact sheets on over 20 types of environmentally preferable products that the County currently has on contract. Each fact sheet describes the specifications used to procure each product and the benefits each green product provides (sometimes with links to environmental and economic benefits calculators).⁶³
- **Annual Reports**, including links to the County's annual sustainability report, which has a section dedicated to environmental purchasing, and to a supplemental report published by the County's Environmental Purchasing Program, which provides more detailed information about the accomplishments and impacts of its green purchasing activities during the prior year.⁶⁴
- **Resources**, including links to guidance documents; government programs, organizations, standards, third-party certifiers, and environmental benefit calculators.⁶⁵

-  **Portland, Oregon** has also developed a comprehensive sustainable procurement website *Buying Green: Sustainable Procurement at the City of Portland* provides easy access to a wide array



⁶² King County, Washington. <http://www.kingcounty.gov/depts/finance-business-operations/procurement/for-government/environmental-purchasing.aspx>

⁶³ King County, Washington. www.kingcounty.gov/operations/procurement/Services/Environmental_Purchasing/Products.aspx.

⁶⁴ King County, Washington. http://www.kingcounty.gov/operations/procurement/Services/Environmental_Purchasing/Annual_Reports.aspx

⁶⁵ To view a full list of the Resources listed on the King County website, go to http://www.kingcounty.gov/operations/procurement/Services/Environmental_Purchasing/Resources.aspx

of resources that can help employees and contractors learn about the City’s sustainable procurement policies, program, and achievements. The website features:

- **Policies** including, notably, the City’s *Sustainable Procurement Policy*, *Sustainable Paper Use Policy*, and the City Code that details its sustainable purchasing policies and procedures. It also provides links to related policy documents such as the City’s *2030 Environmental Performance Objectives*, *Climate Action Plan*, *Renewable Fuels Ordinance*, *Green Building Policy*, and *Toxics Reduction Strategy*.
- **Progress Reports** including links to several Procurement Services Annual Reports and Green Spend Snapshots;
- **Specifications** including excerpts of the City’s solicitations that were issued over the past few years for environmentally preferable products and services such as LED traffic signals, eco-roofs, water conservation devices, sustainably-farmed native plants, and integrated pest management services. Also provided are examples of solicitations issued by Portland City bureaus for conventional products to which environmental specifications were added, such as task chairs, uniform cleaning devoid of perchloroethylene, graffiti and paint removal services with certified low-toxicity chemicals, and elevator modernization services in which energy-efficient lighting and sustainably managed wood paneling products were installed.
- **Buying Green Case Studies**, which currently profile a dozen sustainable procurement projects undertaken by various City bureaus. According to the City’s website, “each case study discusses the scope of the purchase, benefits, costs, performance, and lessons learned.” The case studies include products and services that are highly energy-efficient, water-efficient, less-toxic than conventional products, made with recycled content, or feature renewable energy technologies.

Sustainable Procurement Resources for Employees
Buying Green Case Studies
Buying Green Example Specifications
Sweatshop Free Procurement Policy and Compliance
Sustainable Procurement Reports
Sustainable Procurement Policies

 **San Jose, California** promotes the benefits and accomplishments of its green purchasing program in a video, which is posted on [YouTube](#).⁶⁶

Best Practice #5
Track and report sustainable purchasing activities, accomplishments, and impacts.

A growing number of municipalities that have well-developed sustainable procurement programs track and publicly report their activities and impacts. Ideally, this includes a systematic process for monitoring implementation of the jurisdiction’s green purchasing policy, provide an overall picture of its purchasing activities and impacts, and identify areas for improvement.

Some local governments receive a green spend report from its major vendors (often available for office and hardware supplies). These provide a useful summary of purchasing activities that helps

⁶⁶ City of San Jose EPP video, <https://www.youtube.com/watch?v=HbmiAVfBH3Y>

municipalities track the effectiveness of their green purchasing efforts relating to these product categories. This information can be included in periodic Sustainability Reports and used to identify departments that are doing the best (and worst) job at purchasing environmentally preferable products and services. Unfortunately, there is often a significant amount of spending that is not similarly tracked – particularly decentralized purchases that are made outside of local government contracts.

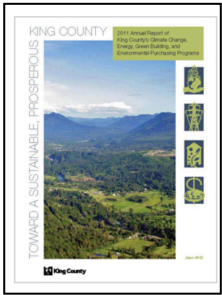
Several municipal green purchasing leaders are monitoring the activities of their green purchasing programs, including their environmental and cost impacts. They are typically tracking:

- **The number of contracts** that included sustainability criteria in bid solicitation documents and/or in the bid evaluation process.
- **The dollar amount** of the sustainable goods and services purchased (often on an annual basis) as well as the cost impacts compared to conventional products (including those with lower initial costs as well as reduced energy, maintenance, and/or disposal costs). Some jurisdictions require their vendors to report green spend information as a condition of their contract.
- **The environmental benefits** of their sustainable procurement activities such as greenhouse gases and other pollutants avoided; reductions in the consumption of energy, gas, water, trees, and other natural resources; and materials diverted from trash incinerators and landfills due to their reusability, durability, recyclability, compostability, and/or recycled content. These benefits can sometimes be documented using environmental calculators.



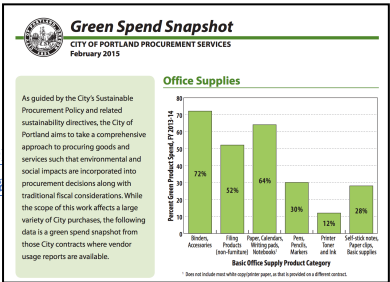
Examples of municipalities that are tracking their green purchasing program activities and impacts include:

-  **San Francisco, California** tracks and reports the environmental impacts of its green purchasing activities every year, which is required under its *Precautionary Purchasing Ordinance*.⁶⁷ A unique aspect of San Francisco’s program is that it tracks how well City employees have done purchasing *SF Approved* goods and services.
-  **King County, Washington’s Environmental Purchasing Program** summarizes its green purchasing activities and impacts in its annual Citywide sustainability progress report.⁶⁸ Highlights from the 2015 annual report include reaching a 57 percent compliance rate for purchasing 100 percent recycled paper (twice the 2014 rate) and implementing green building reporting requirements for concrete.
-  **Portland, Oregon** reports on its sustainable purchasing efforts in its *Procurement Services Annual Report* as well as in other sustainability-related progress reports. Occasionally, the City will also issue stand-alone *Green Spend Snapshots*. These *Snapshots* include both



⁶⁷ City of San Francisco, California. http://www.sfenvironment.org/downloads/library/20110614_09_annual_report_green

⁶⁸ King County, Washington. <http://www.kingcounty.gov/depts/finance-business-operations/government/environmental-purchasing/reports.aspx>



the percent spent on green products in certain categories and their associated environmental impacts. For FY2013-14, for example, the City of Portland reported that 52% of its paper purchases contained 100% postconsumer recycled content and 47% contained 30-50% postconsumer recycled content; this saved 1,378 trees and reduced greenhouse gas emissions by 54 metric tons of CO₂ equivalent.⁶⁹

More information on tracking and reporting sustainable procurement activities and impacts can be found in *Chapter 7: Tracking and Reporting Sustainable Procurement Results*.

Best Practice #6

Participate in external sustainable procurement activities, including high-impact cooperative purchasing initiatives with other jurisdictions.

Encouraging staff to participate in external activities designed to share information with other jurisdictions and/or engage in cooperative purchasing activities (either by requiring vendors to allow for piggybacking off of their contracts for green products and services or offering such contracts to be used by cooperative purchasing organizations such as US Communities). Other common external sustainable procurement activities include networking with and outreach to other jurisdictions and businesses within and outside the community.

 **Fort Collins, Colorado** has engaged in external green purchasing activities. For example, in October 2011 Jim O'Neill, the Director of Purchasing and Risk Management, gave a presentation on the City's environmentally preferable purchasing program at a Business Innovation Fair. This presentation is now posted on YouTube.⁷⁰ Recently, several Colorado-based municipalities have begun participating in a collaborative sustainable purchasing initiative that includes the City of Denver and other jurisdictions in the region.

 **Portland, Oregon** gives bidders extra points in the bid evaluation process if they allow other jurisdictions to utilize their price agreement with the City. They have also partnered with the State of Oregon, Multnomah County, and others on sustainable purchasing contracts.

 **Santa Monica, California** has created an interactive website that enables the public (as well as City employees) to take a virtual tour of a green workplace. Users can click on graphics of products used in each room to learn about their environmental and cost impacts as well as the cost benefits, performance, and availability of green alternatives



⁶⁹ City of Portland Procurement Services, *Green Spend Snapshot*, February 2015;

<http://www.portlandoregon.gov/bfrs/article/422187>

⁷⁰ Jim O'Neill Presentation on *Environmentally Preferable Purchasing* at the Business Innovation Fair; October 13, 2011;

<http://www.youtube.com/watch?v=m-gqL0g7Y1I>

such as recycled paper, remanufactured toner cartridges, and high-efficiency toilets. This resource was developed by the City as a tool for promoting green purchasing by local businesses and the general public.⁷¹



 **San Francisco,**
California's *SF Approved*
List is used extensively by
businesses in the community
(including those that are

certified by the City's green business program) as well as by jurisdictions nationwide. Product categories include art supplies, automotive products, cleaners and cleaning supplies, electronics, lighting, office products, and more.

The green purchasing staff from many jurisdictions have participated in activities to promote stronger standards (e.g., commenting on proposed environmental standards) or to educate other jurisdictions about their successful program or activity by speaking on webinars hosted by the Responsible Purchasing Network, responding to requests on EPPNet (a green purchasing listserv), sharing resources via Canada's Municipal Collaboration for Sustainable Procurement, or participating in the technical advisory committees of the Sustainable Purchasing Leadership Council.



⁷¹ City of Santa Monica, California. www.smgov.net/Departments/OSE/greenOffice/

Chapter 5: Setting Sustainable Procurement Priorities

This chapter presents common reasons why local governments set sustainable procurement priorities and highlights best practices for selecting sustainable procurement priorities and developing a sustainable procurement strategy action plan. It also describes tools and resources for priority setting.

INTRODUCTION

Each year, cities and counties manage hundreds – if not thousands – of contracts for goods and services. Each of these procurement activities represents an opportunity to make the jurisdiction’s operations and suppliers more sustainable. However, not all opportunities to make a contract more sustainable are equal in terms of:

- Environmental, health, social, and economic benefits and
- The amount of effort required to develop and execute it.

According to the Municipal Collaborative for Sustainable Procurement (MSCP), “Municipalities] have realized...that more time and resources spent in setting relevant goals and focusing on a few action priorities equals more success.”⁷² Nevertheless, many have failed to concentrate on setting strategic goals because of:

- Limited staff capacity;
- Limited experience in setting sustainable procurement goals that are specific, measurable, action oriented, and time based; and
- The need for staff to learn how to approach goal setting.⁷³

WHY SET SUSTAINABLE PROCUREMENT PRIORITIES?

Local governments can become overwhelmed if they attempt to green every purchasing decision. Moreover, if they focus on relatively low-impact sustainable procurement actions, they may miss – or have insufficient resources to pursue – high-impact opportunities. Since many municipal governments are operating with limited staff resources, particularly within their procurement departments, it is very important for them to identify and undertake sustainable procurement actions that are likely to result in the “biggest bang for the buck” and are more strategically aligned with their overall sustainability goals.

Accordingly, a growing number of cities and counties are incorporating a priority-setting process into

⁷² Reeve Consulting, *Commissioned by the Municipal Collaboration for Sustainable Procurement. The Annual Report on the State of Municipal Sustainable Procurement in Canada: Trends and Best Practices*. March 2013.

https://reeveconsulting.files.wordpress.com/2011/05/trends-report-2012-print_final.pdf

⁷³ Municipal Collaboration for Sustainable Procurement.

their sustainable procurement program. This process brings together sustainability champions and other important stakeholders within the jurisdiction to plan their most important sustainable procurement activities over a specific period of time.

A review of local governments that have conducted a sustainable procurement prioritization process reveals the following five best practices:

1. Creating a cross-functional team to undertake sustainable procurement prioritization and planning.
2. Identifying internal and external policy drivers that will influence the sustainable procurement priority-setting process.
3. Conducting a spend analysis to identify the sustainability “hot spots” associated with your procurement of goods and service.⁷⁴
4. Reviewing contracts to identify and prioritize upcoming sustainable procurement opportunities.
5. Developing a sustainable procurement action plan that lists your high-priority sustainable procurement activities over the next one- to three years.

The best practices for priority setting used by USDN members and other local governments are described in detail below.

BEST PRACTICES

Best Practice #1

Create a cross-functional team to undertake sustainable procurement prioritization and planning.

As a first step in their sustainable procurement prioritization process, many cities and counties establish a cross-functional (multi-departmental) team to identify, assess, and prioritize sustainable purchasing opportunities using a variety of criteria. A jurisdiction’s priority-setting process is often coordinated by its procurement director in partnership with its sustainability program manager.

Ideally, the priority-setting process will engage a broad group of stakeholders, including representatives of departments with large operating or capital budgets such as facilities, finance, fleets, grounds, parks and recreation, public works, transportation, and utilities. Other facilities that may fall under municipal control such as airports, community colleges, correctional and health care facilities, and schools can also be included in the jurisdiction’s sustainable procurement priority-setting process.

⁷⁴ Note: Some municipalities include capital contracts (e.g., contracts for the construction of buildings, roads, and other infrastructure) in their sustainable procurement programs) while others do not.

In some cities and counties, the jurisdiction's sustainable procurement policy defines the roles and responsibilities of various staff for setting sustainable procurement priorities. For example:

-  **Seattle, Washington's** *Sustainable Purchasing Policy* directs its Purchasing Services Department to collaborate with its Office of Sustainability and the Environment, Seattle Public Utilities, and other Departments to “establish a green team to advise, strategize and promote environmental purchasing.”⁷⁵
-  **Calgary, Alberta** included language in its *Sustainable Environmental and Ethical Procurement Policy (SEEPP)* relating to the establishment of sustainable procurement targets. It states that Finance and Supply will “establish environmental performance objectives and targets in support of the City of Calgary's ISO14001 Environmental Management System.”⁷⁶
-  **New York City's** environmentally preferable purchasing law requires the Director of Environmental Purchasing to “submit an annual report to the Speaker of the Council and the Mayor by October 1 of each year detailing the City's progress in meeting the purposes of this chapter, which call at a minimum include...an identification of any product for which new or additional environmental purchasing standards are necessary.”⁷⁷
-  **Portland, Oregon's** *Sustainable Procurement Policy* states that “City Bureau Directors are responsible for integrating Bureau-specific sustainable procurement goals into Bureau Sustainability Plans.”⁷⁸

Municipalities that are identifying sustainable procurement priorities typically work with their cross-functional teams to:

- Identify the most important sustainability policies and goals that are driving their sustainable procurement prioritization process.
- Articulate the outcomes they hope to achieve from implementing its sustainable procurement priorities.
- Decide on the timeline for the priority-setting process (i.e., how long the process will take and the length of time the prioritization plan will cover, usually between one and three years.)

⁷⁵ City of Seattle, Washington. *Sustainable Purchasing Policy*. Modified 2008.

http://www.seattle.gov/Documents/Departments/FS/PurchasingAndContracting/Purchasing/green_SustainablePurchasingPolicy.pdf

⁷⁶ City of Calgary, Alberta. *Sustainable Environmental and Ethical Procurement Policy*. March 12, 2008.

<http://www.calgary.ca/CA/city-clerks/Documents/Council-policy-library/cfo008-Sustainable-Environmental-and-Ethical-Procurement-Policy.pdf>

⁷⁷ New York City. *Local Law No. 118: To Amend the Administrative Code of the City of New York, in Relation to Environmental Purchasing and the Establishment of a Director of Citywide Environmental Purchasing*. 2005.

http://www.nyc.gov/html/mocs/downloads/pdf/epp/EPP_LL118_2005.pdf

⁷⁸ City of Portland, Oregon. *Sustainable Procurement Policy*, September 2010 Update.

<http://www.portlandoregon.gov/shared/cfm/image.cfm?id=204110>

- Define the types of procurement activities that will be analyzed.

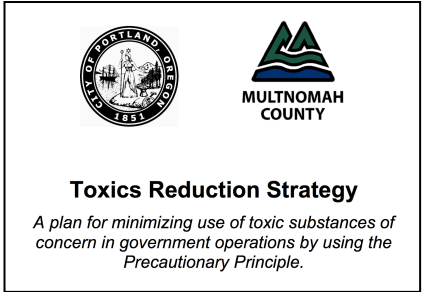
Below are descriptions of several cities in the U.S. and Canada that have engaged a wide range of stakeholders to facilitate their prioritization and planning process:

-  The **District of Columbia’s** Office of Contracting and Procurement (OCP) received a Sustainable DC Innovation Challenge grant in 2014, which enabled it to undertake a systematic review of its contracts and identify high-impact opportunities for making them more sustainable. The District kicked off this effort with a meeting that included all of its department heads. It also consulted with more than 75 program managers and contract administrators responsible for purchases in more than 14 major product and service categories. With the help of a consultant, a cross-functional, multi-department committee identified and evaluated opportunities for making the District’s contracts more sustainable across a wide range of products.

The Committee used a prioritization process that favored categories of products that have potential environmental and economic benefits, including, notably, those with third-party certifications that have been determined to be credible by the U.S. federal government (e.g., ENERGY STAR for electrical equipment, WaterSense for plumbing fixtures, and EPEAT for electronics). The District selected more than 40 initial product and service categories for which sustainability specifications and procurement guidance for employees and vendors were then developed. By mid-2016, the District developed environmental specification guidance for 90 product and service categories.

-  Soon after **San Francisco, California** adopted its pioneering *Precautionary Purchasing Ordinance* in 2005, the San Francisco Department of the Environment invited all City and County departments as well as advocates and other community members to participate in a public meeting to choose its first list of purchasing priorities for reducing toxic chemicals of concern. Based on this prioritization process, which included a detailed internal review (with support of a technical consulting team) and broad stakeholder engagement, the City chose to focus on implementing a Citywide green cleaning program, developing specifications for low-mercury lighting equipment (including disclosure requirements), and creating contracts for environmentally preferable electronic equipment and e-waste recycling services.

- Some cities undertake their sustainable procurement priority-setting process in conjunction with other local governments such as neighboring counties.  For example, the **City of Portland** and **Multnomah County, Oregon** developed and implemented a joint *Healthy Purchasing Initiative*, which prioritizes the elimination of toxic chemicals of concern in the products and services used by these two jurisdictions.⁷⁹ This initiative is built on a prior *Toxics Reduction Strategy*, a plan for minimizing use of toxic substances of concern in government



⁷⁹ City of Portland, Oregon. *Resolution No. 36958 to Reaffirm the City’s Commitment to Sustainable Procurement by Adopting the Healthy Purchasing Initiative in Collaboration with Multnomah County*, 2012; <http://www.portlandoregon.gov/bfrs/article/424856>

operations by using the Precautionary Principle.

Collaborating on the priority-setting process can help set the stage for cooperative purchasing activities such as sharing specifications and jointly issuing bid solicitations.

Best Practice #2

Identify internal and external policy drivers that will influence the sustainable procurement priority-setting process.

One of the first things a sustainable procurement priority-setting team can do to identify priority areas of focus is to determine whether there are any sustainable procurement activities that can help it comply with federal, state, and local laws and regulations. Involving your environmental or legal department can help your team understand whether your jurisdiction is out of compliance with any laws (e.g., federal clean air or water regulations), or whether any new laws were recently adopted (or are expected to be adopted) that would warrant attention in your sustainable procurement prioritization plan. Examples include statewide climate or zero waste/recycling goals or local restrictions on chemicals or materials of concern such as mercury, toxic flame retardants, pesticides that are harmful to honeybees (e.g., neonicotinoids), or polystyrene food service ware.

Some cities have prioritized sustainable procurement initiatives after an environmental incident or compliance issue occurred.  For example, shortly after elevated levels of polychlorinated biphenyls (PCBs) were discovered in the Spokane River's water, sediment, and fish, the **City of Spokane, Washington**, undertook a targeted sustainable procurement initiative aimed at avoiding the purchase of products (such as traffic paint, snowmelt products, and packaging material) that are likely to contain these highly persistent and toxic chemicals.⁸⁰ The City prioritized the testing of products for PCBs and passed [an ordinance](#) directing City employees to give preference to the purchase of products that are free of PCBs.⁸¹

Next, the prioritization team should determine whether the jurisdiction has already established sustainable procurement or sustainability goals that apply to municipal operations. Important places to find these goals are in your jurisdiction's sustainable procurement policies and sustainability plans. Engaging policy-makers such as staff from the office of the mayor or city manager or a representative of your city or county legislature can help ensure that your priority-setting team is aware of all of the most relevant internal policy drivers.

Below is a brief explanation of how your jurisdiction's sustainability policies and plans can inform your sustainable procurement action planning process. For more a more detailed overview of sustainable procurement policy drivers, see *Chapter 3: Developing a Sustainable Procurement Policy*.

Sustainable Procurement Policies

As mentioned in Chapter 3, many cities and counties in the U.S. and Canada have adopted sustainable

⁸⁰ City of Spokane, Washington. Public Works and Utilities, *PCBs webpage*.

<https://my.spokanecity.org/publicworks/wastewater/pcbs/>

⁸¹ City of Spokane, Washington. *PCB-free Product and Packaging Ordinance*. June 2, 2014. http://srrttf.org/wp-content/uploads/2015/07/ORD-C35099-06-02-2014-SMC_City-of-Spokane-PCB-purchasing-ordinance.pdf

procurement policies. Many of these policies set broad goals (such as reducing energy or water consumption or reducing waste) but are not very prescriptive. This leaves the priority-setting process to the discretion of the jurisdiction's procurement director, sustainability manager, or a multi-departmental team tasked with implementing the policy.

Some of these policies identify one or more specific high-impact sustainable priorities, which should be included in the jurisdiction's sustainable procurement action plan – at least initially. For example:

-  **San Jose, California's** 2012 *Environmentally Preferable Purchasing Policy* (EP3) directs City departments to “ensure that at least 30% of direct purchases of food served in City facilities is locally grown and organic.”⁸² To meet this goal, the City has prioritized adding purchasing specifications and reporting requirements to its contracts for produce, dairy products, and other food commodities.

San Jose's *Green Vision* outlines 10 goals for fostering economic growth, environmental sustainability, and enhanced quality of life to be met over a 15-year period. Many of these goals have sustainable procurement element. For example, one of the City's goals is to receive 100 percent of its electrical power from renewable sources by 2022. Since 2014, 30 solar energy systems have been installed at City facilities, generating 4.82 MW of clean energy. Another goal is to replace 100 percent of streetlights with energy-efficient lighting. To date, approximately 5,530 LED streetlights have been installed, saving the City more than 1.88 million kWh of electricity annually.⁸³

Some cities and counties have adopted laws and other types of policies that narrowly relate to the purchase of specific products such as bottled water, cleaning products, electricity, electronics, fleet vehicles, food, paper, pesticides, streetlights, and other products and services.

The priority-setting team should review these policies to identify high-impact sustainable procurement initiatives that can help their jurisdiction meet the policy goals and requirements. Below are some examples of municipalities where this has been done:

-  **Portland, Oregon's** *Sweatshop Free Procurement Policy*, passed in 2008, requires apparel contractors that exceed the City's formal contract dollar threshold to comply with the City's Code of Conduct for Apparel Contractors.⁸⁴ Contractors that fall into this category, as well as their supply chain partners, must follow labor and health and safety standards that ensure workers are not subjected to sweatshop conditions. To demonstrate compliance, contractors must submit factory location information from suppliers providing apparel/uniform products to the City.⁸⁵

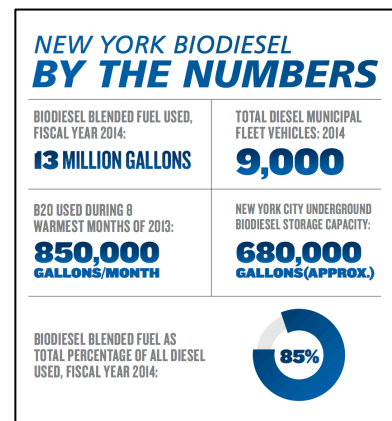
⁸² City of San Jose, California. *Environmentally Preferable Procurement Policy*. Revised April 24, 2012. <https://www.sanjoseca.gov/DocumentCenter/View/3862>

⁸³ City of San Jose, California. *Green Vision 2014 Annual Report*, <http://www.sanjoseca.gov/DocumentCenter/View/42557>

⁸⁴ City of Portland, Oregon. *Sweatshop Free Procurement Policy and Code of Conduct for Apparel Contractors*. October 15, 2008. <http://www.portlandoregon.gov/citycode/?c=26882&a=218021>

⁸⁵ City of Portland, Oregon. *Sweatshop Free Program Overview*, <https://www.portlandoregon.gov/bfrs/article/420366>

-  In 2013, the **City of New York** adopted a law requiring all of its 9000 diesel-powered fleet vehicles (largely trucks used for garbage disposal, recycling and snow removal) to use fuel blended with biodiesel. The law mandates the purchase of a 5 percent biodiesel blend (B5) or higher by 2014, and a 20 percent or higher biodiesel blend (B20) during warm weather months by 2016.⁸⁶ According to the City's biodiesel supplier, 85 percent of the diesel fuel purchased in 2014 was biodiesel blended fuel, totaling 13 million gallons that year.⁸⁷



Sustainability Policies

Sustainability policies are broader than sustainable procurement policies in that they often include a wide array of actions a jurisdiction can take to improve the sustainability of their community as a whole. Nevertheless, they often set sustainability goals for a municipality's operations, which can inform your sustainable procurement action plan. Below are some examples of cities that have undertaken a targeted sustainable procurement initiative in order to comply with their sustainability policy.

-  In 2015, the Mayor of **St. Louis, Missouri** issued a Sustainability Executive Order that states the following: "The City of St. Louis's commitment to sustainability must begin at City Hall and other City-operated facilities, where City employees and constituents come every day. This Executive Order implements this vision by ... mandating the use of sustainable cleaning supplies in City-operated facilities, and requiring the City to purchase sustainable products."⁸⁸ Shortly thereafter, the City prioritized implementation of a sustainable procurement initiative – including pilot testing – aimed at eliminating the City's use of toxic cleaning chemicals.
-  In 2013, **Santa Clara County, California** incorporated a *Green Cleaning Policy* into its *Policies of Sustainability*. It states: "All cleaning products used within County-owned or operated facilities shall be certified by a nationally-recognized, third-party, certifying organization or the products must be approved by the procuring department as equal to the green-certified products, unless green products are unavailable, not cost-effective or not practicable." This policy is supported by the adoption of "Administrative Guidelines that detail purchasing and handling of green cleaning products and equipment, provide information on best practices, identify exemptions and note chemicals to avoid."⁸⁹

⁸⁶ "Bill Signed Requiring NYC Municipal Fleet to use Biodiesel Blends," *Biodiesel Magazine*, September 5, 2013; <http://www.biodieselmagazine.com/articles/9309/bill-signed-requiring-nyc-municipal-fleet-to-use-biodiesel-blends>

⁸⁷ Renewable Energy Group, Undated Case Study: *New York City is Ahead of the Curve*, http://www.nyc.gov/html/dcas/downloads/pdf/fleet/NYC_case_study_renewable_energy_group_2.pdf

⁸⁸ City of St. Louis, Missouri. *Executive Order No. 52: An Executive Order Implementing Parts of the Sustainability Plan Regarding Sustainable Practices in City-Operated Facilities and City-Permitted Special Events*. April 22, 2015. <https://www.stlouis-mo.gov/government/departments/mayor/initiatives/sustainability/documents/upload/Executive-Order-52.pdf>

⁸⁹ Santa Clara County, California. *Board of Supervisors Policy Manual, Policies on Sustainability*. Revised April 4, 2016. <https://www.sccgov.org/sites/bos/Legislation/BOS-Policy-Manual/Documents/BOSPolicyCHAP8.pdf>

Sustainability Plans

Over the past several years, a growing number of cities and counties have adopted sustainability plans, which typically lay out broad sustainability goals for their communities such as energy and waste reduction targets over a specific period of time. Some sustainability plans go one step further by identifying sustainability goals and recommended actions for the municipality’s government operations. For example:

-  **The City of Denver, Colorado’s 2020 Sustainability Goals** includes several government operations sustainability targets such as:
 - “Reduce energy consumed in city-operated buildings and vehicles by 20% while doubling renewable energy produced from city facilities over the 2012 baseline”; and
 - “Reduce emissions of federal criteria pollutants from municipal operations by 1.5 percent per year below the baseline year of 2012 or, if more stringent, to a level of full compliance with all federal, state and local laws relating to air emissions.”⁹⁰

Sustainable procurement teams can look for ways to help the jurisdiction meet the goals in their sustainability plans by prioritizing them in their sustainable procurement action plans. Below are examples of municipalities that have done this.

-  Sustainability priorities at the **City of Vancouver, British Columbia** are driven by three key City strategic plans: the *Greenest City 2020 Action Plan*, the *Healthy City Strategy*, and the *Renewable City Strategy*.
-  The **District of Columbia’s Sustainable Purchasing Guidelines** were developed “to facilitate compliance with 15 environmental laws and regulations, 25% of the goals highlighted in the [Sustainable DC Plan](#), and sustainable purchasing laws and policies which require that the District purchase environmentally preferable products and services to the maximum extent possible ([Mayoral Order 2009-60](#), [D.C. Official Code Section 2-361.01](#), [OCP Policy 7000.00](#)).”⁹¹

Climate Action Plans

Many cities and counties have developed (or are developing) a climate action plan (CAP) to guide the actions they will take to reduce environmental impacts from energy consumption and resulting greenhouse gas (GHG) emissions. The CAP targets can help the sustainable procurement priority-setting team develop a plan for their activities (e.g., increasing the jurisdiction’s purchase of renewable energy and energy-efficient equipment).

 The **City of San Diego, California**, for example, has adopted a *Climate Action Plan* that aims to

⁹⁰ City of Denver, Colorado. *2020 Sustainability Goals*.
<https://www.denvergov.org/content/dam/denvergov/Portals/779/documents/2020%20Sustainability%20Goals%20071715.pdf>

⁹¹ District of Columbia, *Sustainable Product and Service Specifications: User Guide*, January 2015;
http://ocp.dc.gov/sites/default/files/dc/sites/ocp/page_content/attachments/User%20Guide%20FINAL013015.pdf

have 50% zero-emission vehicles in the fleet by 2020. That means about 2,100 vehicles need to be zero-emission vehicles, and fleet has implemented an [aggressive replacement plan](#) to replace its aging fleet.” The City, which has also committed to electrifying 90% of its fleet by 2035, is also working to “determine vehicle utilization for electrification... and it must also expand EV charging infrastructure in order to meet its goal.”⁹²

Some CAPs are informed by a process called “carbon footprinting,” which identifies the largest sources of carbon emissions within the jurisdiction. Local governments can utilize the results of their carbon-footprint analysis that relate to GHG emissions from government operations and capital projects to develop their sustainable procurement priority-setting process.

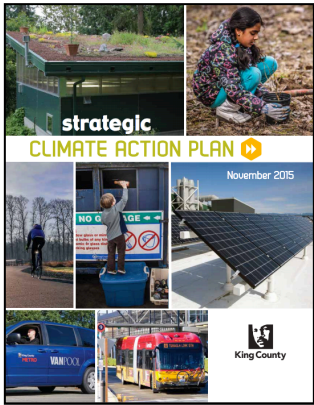
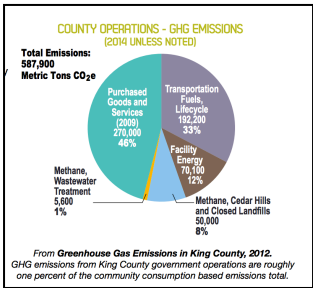
A handful of cities and counties have gone a step further by conducting a separate carbon footprint analysis of their municipal operations (separate from the footprint of the municipality as a whole, which also includes the operations of businesses, residents, and other non-public entities). This municipal carbon footprint has enabled local governments to hone in on several product categories that are contributing most to the climate impacts associated with activities such as municipal street lighting, transit services, wastewater treatment, building construction and renovation, etc.

Below are two examples of U.S. counties that have conducted carbon footprints of their operations and used the results to identify sustainable procurement priorities:

- 🗺️ **King County, Washington** conducted an inventory of the GHG emissions associated with its government operations in 2012. It revealed that the single-largest source of GHG emissions – totaling 46 percent or 270,000 metric tons – is “purchased goods and services.”⁹³

The results of King County’s GHG inventory informed the county’s *2015 Strategic Climate Action Plan (SCAP)*, which includes “many county operations strategies ... that will ensure that our purchasing practices will help us to minimize GHG emissions. These strategies include updating the internal environmentally preferable purchasing policy, recommending that workstation purchases are consuming the least amount of energy while meeting business needs, and maximizing the transition from individual computer servers to standard virtual environments (SVE) and increasing use of Cloud environments.”⁹⁴

- 🗺️ **Alameda County, California** similarly conducted a carbon footprint of its municipal operations. Based on the results, the County included commitments to



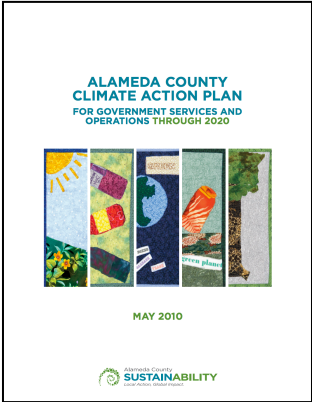
⁹² “Fleets Talk Green Procurement at California Vehicle Expo,” *Government Fleet Magazine*, December 28, 2015; <http://www.government-fleet.com/channel/green-fleet/news/story/2015/12/san-diego-approves-climate-action-plan-for-green-fleet.aspx>

⁹³ King County, Washington. *Greenhouse Gas Emissions in King County, 2012*. <http://www.kingcounty.gov/environment/climate/climate-change-resources/emissions-inventories/2008-report.aspx>

⁹⁴ King County, Washington. *Strategic Climate Action Plan*. November 2015. http://your.kingcounty.gov/dnrp/climate/documents/2015_King_County_SCAP-Full_Plan.pdf

reduce major sources of GHGs from its fleet vehicles, buildings, and waste facilities in its 10-year *Climate Action Plan for Government Services and Operations Through 2020*. It also identified several sustainable procurement actions the county could take to reduce the climate impacts of its municipal operations, such as:

- Developing energy efficiency (and other sustainability) standards for electronic equipment purchased by the County;
- Purchasing locally grown food;
- Installing more efficient indoor lighting technologies and street lights (e.g., LEDs);
- Expanding the county’s use of renewable energy to meet its 40% green power target;
- Increasing its use of fuel-efficient and alternative fuel vehicles in all County fleets, including hybrids or equally efficient vehicles for pool vehicles; and
- Working with vendors to minimize the packaging associated with county purchases.⁹⁵



Sector-specific strategies

Each module includes background on how the sector contributes to GHG emissions, and guidance on specific purchasing strategies to reduce GHG emissions.

 Carpeting & Flooring	 Construction: Asphalt, Concrete, and More
 Diesel Fuels	 Food
 Information and Communication Technology (ICT)	 Professional Services

Both **Alameda and King Counties** are now participating in the West Coast Climate and Materials Management Forum. This network of public agencies has created a *Climate Friendly Purchasing Toolkit* designed to help local governments reduce the climate impacts of their purchasing decisions. The Toolkit addresses several product categories with significant climate impacts such as carpeting and flooring, construction products, diesel fuel, food, information and communication technology, and professional services.⁹⁶

Best Practice #3

Conduct a spend analysis to identify the sustainability “hot spots” associated with your procurement of goods and services.

A growing number of government agencies, institutions, and businesses are informing their sustainable procurement priority-setting process by undertaking a “sustainability spend analysis.” This process is designed to help a jurisdiction answer the following questions:

- *What are we buying?*
- *What are the most significant sustainability impacts of these purchases?*

A sustainability spend analysis typically involves two steps:

⁹⁵ Alameda County, California. *Climate Action Plan for Government Services and Operations Through 2020*. May 2010. <https://www.acgov.org/sustain/documents/climateactionplan.pdf>

⁹⁶ West Coast Climate and Materials Management Forum. <http://westcoastclimateforum.com/cfpt>

1. Collecting information about the amount of money that a municipality spent on goods and services over the past year (or several years) and compiling it into specific “big bucket” categories; and
2. Analyzing this historical spending data to identify potentially significant environmental, health, social, and economic “hot spots” associated with the jurisdiction’s products, services, and suppliers.⁹⁷

The process can be detailed (and expensive) or streamlined. Below is a list of steps cities and counties can take to complete a sustainability spend analysis.

1. **Before conducting a sustainability spend analysis, discuss and scope the process.** Make sure that all stakeholders on your Sustainable Procurement Priority-Setting Team understand why and how you are conducting your spend analysis, the scope of your analysis, how much time and effort it is likely to take, and what you are planning to do with the results. Clearly define the end goals. Set a target start and end date for the project.
2. **Determine what tasks will be performed in-house versus by outside consultants.** If you are planning to use a sustainability spend analysis tool or service provider, select one that has experience working with a jurisdiction similar to yours. Interview and take advantage of training materials and workshops (including online webinars) offered by spend analysis service providers.

Note: The Sustainable Purchasing Leadership Council (SPLC) maintains a list of spend analysis service providers. These companies can help cities collect and organize historic purchase data and use a variety of tools (such as life-cycle assessment databases, eco-label lists and environmental benefit calculators) to estimate the environmental, social, and economic “hot spots” associated with different product and service categories. This list can be accessed at <https://www.sustainablepurchasing.org/spend-tools/>.

3. **Identify what data are readily available from your financial system.** Make sure your spend data is available (or can be organized) in a format that works with the spend analysis tool(s) you are planning to use. Ask your finance or procurement director if the products offered on your commodity contracts, service agreements, or individual transactions (e.g., P-card purchases) have been assigned standard commodity codes (such as NIGP commodity codes or United Nations Standard Products and Services Codes), which can make your job easier. Otherwise, you may need to code them as part of this process. It is also important to know what types of reports your financial system can generate and whether it is tracking total contract size (i.e., encumbrances) or actual expenditures.

Alternatively, ask (or require) your vendors to provide spend data in a format that is compatible with your spend-analysis process and tools or to conduct the sustainable spend analysis for your jurisdiction.

⁹⁷ For more information, go to Sustainable Purchasing Leadership Council (SPLC), *Guidance for Leadership in Sustainable Purchasing, V2.0*, 2016, available with SPLC membership; <https://www.sustainablepurchasing.org/blog/2016/06/28/splc-releases-guidance-for-leadership-in-sustainable-purchasing-v2-0/>

4. **Bundle together purchasing data into broad categories (big buckets).** You may want to separate the amount spent on products and services (such as janitorial supplies and services) since the dollar amounts for service agreements are likely to be dominated by labor costs. Doing so will also enable your priority-setting team to determine whether commodity contracts or service agreements play a more important role in each category.

Case Study: Somerville, Massachusetts' Four-Year Spend Report

The City of Somerville, Massachusetts, focused its spend analysis on a dozen product and service categories, comparing the relative amount of money spent on each category over a four-year period. See table below, which shows Somerville's highest-spend categories, including:

1. *Energy generation systems and/or power purchase agreements* (\$13.4 million);
2. *Vehicles and transportation services* (\$10.1 million);
3. *Road construction and maintenance* (\$5.9 million);
4. *Food and beverages* (\$4.3 million); and
5. *Electronic equipment and services* (\$3.8 million).

Other categories the City tracked that came out lower on the list include janitorial supplies and services, promotional materials, lighting equipment, office supplies, hospitality and travel services, landscaping and pest control products and services, and carpeting and flooring.

Green Procurement, USDN Playbook Spend Analysis, City of Somerville, FY2010-2014						
Spend Type	2010	2011	2012	2013	2014	Total
Carpeting and flooring		\$ 30,917	\$ 11,648	\$ 29,119	\$ 8,847	\$ 80,531
Electronic equipment and service contracts	\$ 66,111	\$ 435,360	\$ 581,002	\$ 2,045,816	\$ 629,153	\$ 3,757,441
Energy generation systems and/or power purchase agreements	\$ 148,422	\$ 4,078,628	\$ 3,903,386	\$ 1,850,450	\$ 3,423,302	\$ 13,404,187
Food and beverages	\$ 211,021	\$ 953,420	\$ 1,108,700	\$ 1,059,188	\$ 977,458	\$ 4,309,766
Hospitality and travel services	\$ 5,643	\$ 42,744	\$ 60,152	\$ 52,553	\$ 102,081	\$ 263,174
Janitorial supplies and services	\$ 2,053	\$ 282,592	\$ 297,332	\$ 241,416	\$ 248,903	\$ 1,082,297
Landscaping and pest control products and services	\$ 1,771	\$ 28,221	\$ 32,022	\$ 17,564	\$ 19,728	\$ 99,306
Lighting equipment	\$ 8,376	\$ 134,510	\$ 144,088	\$ 84,228	\$ 243,367	\$ 614,570
Office supplies	\$ 14,664	\$ 118,837	\$ 130,813	\$ 158,692	\$ 122,540	\$ 545,347
Promotional materials	\$ 31,381	\$ 134,168	\$ 193,232	\$ 120,288	\$ 148,108	\$ 627,177
Road construction and maintenance	\$ 581,965	\$ 3,927,209	\$ 367,311	\$ 927,785	\$ 48,865	\$ 5,851,135
Vehicles and transportation services	\$ 330,794	\$ 1,491,090	\$ 2,785,258	\$ 4,125,431	\$ 1,383,017	\$ 10,115,590
Total	\$ 1,402,202	\$ 11,667,695	\$ 9,814,744	\$ 10,712,511	\$ 7,353,370	\$ 40,750,522

If possible, include data over multiple years to spot spending trends and data collection anomalies. Also, make sure you understand whether the data include usage by other non-city contract users. For example, **Boston, Massachusetts'** spend analysis identified food/food service as a high-spend category. However, a closer review revealed that most of the food purchases were made by the public school district, which was piggybacking on the City's contract. Purchases by non-city entities may need to be treated differently in your spend analysis and resulting sustainable procurement strategic action plan.

5. **Determine the sustainability impacts you want to analyze in your spend analysis.** Some of the sustainability impacts that are most commonly analyzed include climate impacts (e.g., greenhouse gas emissions, carbon footprint), energy or water usage, toxics usage, waste impacts, local/disadvantaged business purchasing, etc.
6. **Decide whether you want a quantitative or qualitative assessment of your historic spending.** A qualitative assessment is easier to undertake, while a quantitative assessment will take more resources and time.
 - a. *Qualitative hot spot assessments* can be used to identify product categories that are likely to have high sustainability impacts based on experience and existing knowledge, but they do not attempt to quantify the impacts. For example, if your jurisdiction is looking for opportunities to reduce energy use, your qualitative assessment can determine whether your jurisdiction has been purchasing a significant number of fleet vehicles, computers, copiers and other energy-using products, and if significant opportunities exist to improve the efficiency of your operations with future purchasing decisions.
 - *Quantitative hot spot assessments* typically rely on the use of input-output databases that are applied to specific product and service categories. It is important to understand that quantitative assessments can identify *potential* hot spots, but they do not indicate the specific impacts of the products your jurisdiction is purchasing. To determine – and potentially quantify – actual impacts of major procurement decisions, the jurisdiction must evaluate the products that were actually purchased.

The **Sustainable Purchasing Leadership Council (SPLC)** has identified the following *Steps for Conducting a Sustainability Spend Analysis*:

- Step 1:* Understand Organizational Priorities and Existing Levers for Change
- Step 2:* Determine Scope of Analysis
- Step 3:* Create a Shared Understanding of Spend Analysis Options
- Step 4:* Choose Methods, Tools and Responsible Parties
- Step 5:* Collect and Standardize Data
- Step 6:* Implement Analysis and Validate Results

Best Practice #4

Review contracts to identify upcoming sustainable procurement opportunities.

Once high-spend product and service categories are identified through the sustainability spend analysis, your prioritization team can identify contracts that represent significant opportunities for improving the sustainability of your operations. When choosing contracts to review, it is useful to develop a set of screening criteria since your jurisdiction may have negotiated hundreds – or even thousands – of contracts for goods and services.

Common criteria used to choose sustainable procurement priorities include the **relative amount of spending** on a category of goods and services, the **sustainability benefits** that would likely result from addressing the category, the **amount of effort** it would take to undertake the sustainable procurement

initiative, and the potential increase or decrease in **cost** for the product or service.

Below is a discussion of each of these important priority-setting criteria:

- **Relative Amount of Spending.** Big spending can often – but not always – point to big impacts. Municipalities can use the results of their spend analysis, which may identify – and attempt to quantify – potential environmental, health, social and economic “hot spots” associated with their major spending patterns. This can serve as a guide post to help the jurisdiction look for specific opportunities to improve the sustainability of their purchasing decisions.

While many cities set priorities based on spending across an entire category in order to capture commodity contracts, service agreements, and decentralized purchasing activities (such as numerous individual transactions), others focus their sustainable purchasing assessments (and activities) on large individual contracts. For example:

-  The **City of Vancouver, British Columbia**, has concentrated on inserting its *Supplier Code of Conduct requirements* and *Vendor Leadership Questionnaire* as well as desirable sustainability clauses relating to GHG reductions, packaging waste, and socio-economic sustainability into large tenders (e.g., RFPs over \$75,000).⁹⁸
-  The **District of Columbia** applies its sustainable procurement standards to procurement actions with a value of \$100,000 or more.
- **Potential Sustainability Benefits.** Sustainability benefits commonly included in the priority-setting process include reduction in energy and water consumption, minimization of GHG emissions and other air pollutants, avoidance of toxic chemicals of concern, waste prevention, and support for small, local, and disadvantaged businesses.

The assessment of whether there are potential sustainability benefits that can be realized from adding sustainability criteria to a specific category of goods and services can be influenced by whether the product category has already been greened. For example, a jurisdiction’s spend analysis may determine that its use of cleaning products is potentially a significant source of toxic chemical exposures because it is a high-spend product category. Therefore, the category may warrant further review. However, the actual impacts can only be confirmed by a more detailed review of the products purchased (including those used by cleaning service providers). If the spend analysis reveals that most or all government agencies have already switched to using certified low-toxicity cleaners, then a focus on this category may not warrant being included in your sustainable procurement action plan.

The results of your priority-setting process will differ depending on the sustainability outcome that you choose. For example:

⁹⁸ Reeve Consulting, Commissioned by the Municipal Collaboration for Sustainable Procurement. *The Annual Report on the State of Municipal Sustainable Procurement in Canada: Trends and Best Practices*. January 2014.
<https://reeveconsulting.files.wordpress.com/2011/05/state-of-the-nation-report-on-municipal-sustainable-purchasing-in-canada-2013.pdf>

- If your primary sustainability goal is to reduce toxic chemical use and exposures, then the priority-setting team may recommend actions related to procurement of cleaning products, pesticides, hand soaps, and other products that contain toxic chemicals.
- If your jurisdiction's primary sustainability goal is to reduce the amount of waste that it is generating, then the priority-setting team may recommend initiatives to reduce the use of paper, batteries, packaging, and disposable food service ware items.

 The **City of San Francisco, California** uses its sustainable purchasing tracking information to influence its prioritization and planning process. In cases when a significant amount of unsustainable products are sold on a contract despite the prior addition of sustainability specifications, sustainability staff will sometimes include in their short-term priorities an outreach effort designed to improve compliance with the contract's sustainability requirements.⁹⁹

- **Ease of Implementation.** Many of the cities interviewed for this project indicated that they prioritize contracts that are considered “low-hanging fruit” – that is, those for which sustainable alternatives:
 - Are widely available from multiple vendors;
 - Have demonstrated that they have equivalent or higher performance compared to conventional products; and
 - Have received third-party ecolabels verifying sustainability claims, which makes the bid evaluation process relatively simple.

While focusing on low-hanging fruit may not yield the most impact, it can give your program momentum.

Another factor that makes implementation relatively easy is the availability of market-tested bid specifications, especially those created by another municipality of a similar size. The availability of sustainable products and services (often at discounted prices) through an existing cooperative purchasing organization, or on a state or local government contract that your jurisdiction can utilize, can also make it a high-priority for action because the amount of time it will take to set up the contract is dramatically reduced.

Alternatively, a product category may be considered difficult to address if the staff had a prior negative experience trying to transition to more sustainable options. If a significant amount of pilot testing is needed, the priority-setting team will need to ensure that it can be completed – along with the bid solicitation process – prior to the contract expiration date in order to be considered a short-term priority.

- **Cost Impacts.** Sustainable products and services that are available at competitive prices are considered an easy win. Moreover, when the sustainable option can offer a cost savings – particularly over a relatively short period of time – the sustainable procurement initiative can easily make it to the top of the priority list.

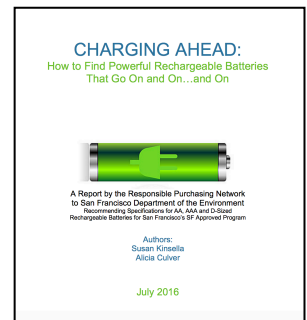
⁹⁹ RPN interview with Jessian Choy, San Francisco Department of the Environment, August 2015.

Projects involving the procurement of higher-cost products or services are less likely to be prioritized unless other benefits (such as health protection or compliance with an environmental law) are compelling. Sustainable products with a higher initial cost (e.g., LED lights, hybrid vehicles, and rechargeable batteries) can be prioritized when a life-cycle cost assessment demonstrates that they will save money over a reasonable amount of time. (To learn more about contracting strategies aimed at securing lower prices for sustainable goods and services, see *Chapter 6*.)

Sustainable procurement initiatives focused on reducing packaging waste have also been prioritized by many municipalities because they can lower disposal costs (as well as environmental impacts). 🗑️ **Palo Alto and San Jose, California**,¹⁰⁰ have adopted procurement restrictions on difficult-to-recycle packaging materials (notably polystyrene foam), while **Seattle, Washington, Portland, Oregon** and several municipalities in Canada have promoted the use of reusable totes in their contracts.

- **Innovation.** Occasionally, a municipality will decide to take on a sustainable procurement initiative simply because it is innovative. Such initiatives are typically designed to gain insight about the performance of a sustainable product or service that is just beginning to emerge in the market. By undertaking innovative sustainable procurement initiatives, local governments can position themselves as pioneering champions in the field and spur suppliers to offer new sustainable products and services.

🗑️ In 2016, **San Francisco** Department of the Environment commissioned RPN to develop specifications for high-performance rechargeable batteries, which promise to cut costs and reduce the City's waste impacts. The specifications are included in a report titled, *Charging Ahead: How to Find Powerful Rechargeable Batteries that Go On and On...and On*¹⁰¹, which the two entities publicized in a webinar to dozens of other jurisdictions.



Prior to developing this *Playbook*, RPN surveyed participating cities to determine their upcoming sustainable procurement priorities with the following results:

- 100% identified janitorial supplies/equipment, office supplies, and vehicles as high priorities;
- 80% listed lighting equipment as a high priority; and
- 60% listed electronics, energy/renewables and landscaping/pest control as high priorities.

🗑️ The **City of Calgary, Alberta**, has been actively prioritizing and planning its sustainable procurement work since its *Sustainable Environmental and Ethical Procurement Policy (SEPP)* was being developed in 2007. The City promotes continuous improvement in and expansion of its sustainable procurement program by selecting specific categories of products and services on which to focus, and adding to these over time. Each category that Calgary chose was based on a combination of

¹⁰⁰ Responsible Purchasing Network. *Supply Chain Plastic Reduction Project*.

http://www.responsiblepurchasing.org/purchasing_guides/packaging/index.php

¹⁰¹ San Francisco Department of the Environment, *Charging Ahead: How to Find Powerful Rechargeable Batteries That Go On and On...and On*. July 2016; http://www.sfapproved.org/sites/default/files/files/general-files/sfa_rpn_charging_ahead_july2016.pdf

several practical and values-based (qualitative) criteria, including:

- *The possibility for immediate impact.* Categories that had contracts coming up for renewal in the next year or two.
- *Sustainability market readiness.* Categories for which sustainability opportunities and benefits have already been well-identified in the market, and where it was relatively easy to find products or services meeting the City's SEEPP standards; and
- *Notable perceived sustainability impacts.* Categories for which there was a determination of environmental and/or ethical impacts caused by the product or service (e.g., a significant amount of overseas production, climate impacts, toxic chemical exposures, etc.)

Using these criteria, Calgary selected four initial purchasing categories for the focus of its sustainable purchasing pilot test: chemicals, apparel, food, and cleaning services. To date, Calgary has selected 18 product categories to be addressed under its SEEPP program. In addition, it has been successful in including sustainability criteria into the majority of its RFPs in each chosen SEEPP category.¹⁰²

In the United States, several cities have identified sustainable procurement priorities based on a similar *qualitative* assessment process. For example:

- In August 2015, **San Antonio, Texas**, evaluated its existing contracts – ranked by the dollar amount of the contract – to identify sustainable procurement opportunities for the coming year. Among the high-spend contracts targeted for sustainability action included food service ware, office furniture, printers, landscaping and janitorial services, food concessions, and electrical and hardware supplies. The City's sustainability director highlighted these and other sustainable procurement opportunities in a memo (and accompanying spreadsheet), which was sent to the City's finance director for approval.
- Staff from the **San Francisco** Department of the Environment and Office of Contract Administration (OCA) meet quarterly to update their list of sustainable procurement activities that they agree to jointly pursue over the coming 36 months based on likely sustainability outcomes and the purchasing department's contract bidding schedule.

A sustainable procurement priority-setting process can evaluate both commodity contracts and/or service agreements. The largest “sustainability bang for the buck” is often found in multi-departmental operating contracts for products and services that use large amounts of energy, chemicals, or materials as well as capital projects, as these often have significant environmental footprints. **Chicago, Illinois**, for example, is working on integrating sustainability considerations into its capital projects, including new building construction projects as well as water and transportation infrastructure projects.

The greatest opportunity to green a contract exists when it is being re-bid – or bid for the first time – because it can change what the vendors offer by including sustainability specifications and a green core

¹⁰² Reeve Consulting. *Sustainable Purchasing Planning and Prioritization at the City of Calgary, AB, Canada*. August 2015. Unpublished.

list in the solicitation. Consequently, the prioritization process often focuses on contracts that are scheduled to expire. Nevertheless, cities can also look for opportunities to work with existing vendors to block unsustainable products from the list of items they are offering on your contract, increase the number of sustainable products in their offering, improve labeling and training to boost purchases of their sustainable products, or undertake other actions to increase the sustainability of their supply chain. A fruitful time to engage existing vendors in those conversations is often when the jurisdiction has an optional extension included in the contract. Therefore, contracts that are scheduled to be extended can also be considered in the prioritization process.

Best Practice #5
Develop a sustainable procurement action plan that lists your high-priority sustainable procurement activities over the next one-to-three years.

Once your sustainable procurement team has agreed on priorities, it is important to incorporate those priorities into a sustainable procurement strategic action plan and publicize it to your employees to ensure that the high-impact actions are being properly and fully implemented. Goal setting alone is not sufficient; communicating a clear message to implementing staff on where to focus their efforts is a necessary part of the process.

Important elements of a sustainable procurement action plan include the following:

- Identification of high-priority product categories – or large individual contracts – that your jurisdiction is committing to green over the coming one-to-three years;
- An overview of other sustainable procurement initiatives that your jurisdiction is planning to undertake in the near-term future such as staff training, vendor outreach, tool development, and other educational activities;
- A list of important milestones for each category including, for example, formation of a sourcing team, collection and review of baseline contract usage data, pilot testing (if necessary), development of specifications and other bid solicitation documents, contract award and roll-out;
- A timeline for addressing each high-priority product category so that contracting processes are not delayed;
- A list of key departments (or staff) that will be involved in each high-priority sustainable procurement initiative; and
- Tracking and reporting plans.

Your jurisdiction’s sustainable procurement plan can be a stand-alone document. Below are several examples of cities that have created sustainable procurement action plans:

-  After engaging with all of the City’s five general managers and nearly 100 operational staff, the **City of Edmonton, Alberta**, developed a sustainable purchasing strategy called *Power of A*

Billion, which connects and guides its practice of sustainable purchasing to most of the City's key strategic plans.¹⁰³

- In 2015, **Vancouver, British Columbia** created a *Sustainable and Ethical Procurement (SEP) Action Plan* – a document covering ongoing, new, and proposed SEP projects, including those that require leadership, buy-in, and support from other key business units. The plan identifies activities, expected outcomes, key steps, resource requirements, and links to the City's strategic priorities. It also highlights the range and breadth of SEP-related opportunities and commitments at both an operational and strategic level and allows for cross-departmental consultation and engagement to address resource needs and set priorities.

A sustainable procurement strategic action plan can be incorporated into your sustainability plan or annual report. Identifying high-impact sustainable procurement initiatives within your jurisdiction's overall sustainability plan can create support for dedicated resources and ensure that you are delivering on its sustainability outcomes. Below are several examples of local governments that have included sustainable procurement actions in their overall sustainability plan:

- **Chicago, Illinois' 2015 Sustainable Chicago Action Agenda** lists several sustainable procurement initiatives the City has prioritized to take to reduce the environmental impacts of its operations such as installing 10 MW of renewable energy on City property, pilot testing water reduction technologies at City-owned facilities, replacing 3% of on-road fleet vehicles with green fleets annually, and reducing salt usage in all of the City's snow removal programs.¹⁰⁴
- **Vancouver, British Columbia's Greenest City 2020 Action Plan** includes several sustainable procurement commitments. It states:

One of the things heard loud and clear during the public engagement process was that the City needs to set an example in its own operations. Four high-priority actions in City operations have been identified in response.

1. *Plan and implement a comprehensive corporate waste reduction and diversion program for all City facilities.*
2. *Develop a procurement policy and practice that supports the purchase and use of local food in City-run facilities, including community centres and Park Board restaurants and concessions.*
3. *Look for opportunities to green community events that the City runs, sponsors, and permits.*

¹⁰³ Reeve Consulting, Commissioned by the Municipal Collaboration for Sustainable Procurement. *The Annual Report on the State of Municipal Sustainable Procurement in Canada: Trends and Best Practices*. January 2014.

<https://reeveconsulting.files.wordpress.com/2011/05/state-of-the-nation-report-on-municipal-sustainable-purchasing-in-canada-2013.pdf>

¹⁰⁴ City of Chicago, Illinois. *2015 Sustainable Chicago Action Agenda*.

<http://www.cityofchicago.org/content/dam/city/progs/env/SustainableChicago2015.pdf>

4. *Plan and implement a program to significantly reduce greenhouse gas emissions as well as fossil fuel use in City-run buildings and vehicles, and achieve carbon-neutral operations.*

In addition, the Plan commits the City of Vancouver to “expanding public access to drinking water by deploying more portable fountains, as well as permanent freeze-resistant fountains, and water bottle filling stations, which “will help the city meet its zero waste target by discouraging the use of bottled water.”¹⁰⁵

Ideally, your sustainable procurement action plan will cover all of the high-impact purchasing activities your jurisdiction is planning to undertake. However, some action plans focus more narrowly on individual product categories or initiatives. Some local governments have developed sustainable procurement plans focused on individual product categories or outcome-specific procurement initiatives. This includes sustainable procurement action plans relating to a jurisdiction’s fleets, electronic equipment, cleaning products, etc.

¹⁰⁵ City of Vancouver, British Columbia. *Greenest City 2020 Action Plan*. <http://vancouver.ca/files/cov/Greenest-city-action-plan.pdf>



Chapter 6: Creating Contracts for Sustainable Goods and Services

This chapter highlights a variety of best practices that USDN members and other local governments have used to create bid documents and set up contracts for sustainable goods and services. It presents various activities that are often part of the procurement process that can be slightly modified to ensure sustainability is meaningfully considered and embedded throughout the contracting process.

INTRODUCTION

As local governments implement sustainable procurement programs, many are finding more efficient ways of securing contracts that offer sustainable goods and/or services to their employees at discounted prices. A review of these actions reveals a dozen different steps within the procurement process where sustainability is increasingly a consideration.

BEST PRACTICES

Best Practice #1

Convene a cross-functional sourcing team to develop a contract for sustainable goods or services.

The process of creating a contract-specific sourcing team can bring together the purchasing agent, staff from the sustainability office and the primary users of the contract. Early engagement of high-volume contract users can prevent agency pushback and promote contract utilization. The sourcing team is generally responsible for developing sustainability specifications and other bid solicitation documents, evaluating incoming bids to verify that they comply with the specifications, rolling out the contract to ensure that it offers products that meet the contract requirements and includes other contract sustainability terms and conditions such as green spend reporting, product take-back services, etc. Among the sustainability-related roles and responsibilities of the contract sourcing team includes:

- **Establishing the contract's sustainability goals**, which may include reducing the negative environmental, health and social impacts of the products or services on the contract (consistent with the jurisdiction's sustainability policies).
- **Reaching agreement on the design and implementation of the bid solicitation and evaluation processes** – for example, determining whether the jurisdiction will structure the bid solicitation as a Request for Proposals (RFP), which can award points in the bid evaluation process to vendors that offer sustainability services such as training on how to use their

sustainable goods and services, environmentally preferable packaging and transportation methods, and sustainability reporting.

- **Developing a contract schedule**, which may need to be longer than in prior years to accommodate the development of new sustainability specifications and more complicated bid evaluation procedures – especially if the contract is complex or if product pilot testing is needed. It is critically important for the contracting schedule to be developed upfront and for the sustainable procurement process to be factored into the contract development timeline.
- Identifying opportunities to aggregate demand so that fewer contracts need to be negotiated (and managed) and to secure more attractive pricing from vendors.

 **Case Study:** The **City and County of San Francisco** has engaged its electricians, its environment and energy efficiency staff, and a technical consultant (RPN) on a sourcing team that has helped its procurement department (Office of Contract Administration) create contracts for environmentally preferable lighting equipment. This team has developed specifications that address the energy efficiency, rated life, and toxicity of the light bulbs, ballasts and fixtures that can be offered on its commodity contracts, taking into account the needs of the primary users of these price agreements, which include the airport, facilities, and the municipal transportation agency.

Similarly, San Francisco has convened its custodial supervisors, engaged its public health department, and hired a consultant to pilot test and create contracts for certified low-toxicity cleaning supplies and asthma-safe disinfectants. After the contract was awarded, the team focused on training to ensure a smooth transition to using these products.

For more information about these initiatives, contact Chris Geiger, San Francisco Department of the Environment at 415-355-3759.

Best Practice #2

Assess opportunities to use an existing contract to access sustainable goods and services.

With many local governments facing staff shortages and rapid turnover in their purchasing departments, one strategy they can sometimes use to save a significant amount of time and money is to access sustainable products and services at discounted prices on existing contracts that have been developed by another jurisdiction. Common places to look for these contracts include their cooperative purchasing organizations that allow local governments to utilize their contracts, municipalities that allow neighboring jurisdictions to “piggyback” on their contracts, and State Procurement Offices, which routinely make their contracts available to local governments in their state – and sometimes beyond. Below are examples:

US Communities is a government purchasing alliance that is used by thousands of cities, counties, school districts and other local governments to access a wide array of products at discounted prices. US Communities has a **Go Green Program** that promotes utilization of thousands of environmentally preferable products (EPPs) available on its contracts. Among the EPPs offered include LED lighting

equipment, certified low-toxicity cleaning products and paint, water-efficient plumbing fixtures, and more. For more information about this program, see <https://www.uscommunities.org/solutions/green-solutions/>.

Case Study: Santa Clara County Saved Time and Money Purchasing Re-Refined Motor Oil from City of San Jose

In 2009, Santa Clara County, California took advantage of a contract for re-refined motor oil that was recently created by the neighboring City of San Jose. Not only did this enable them to access this recycled product at a lower price than they were paying for “virgin” motor oil – saving them an estimated \$40,000 annually – it also saved significant staff time eliminating the need to avoid going through the process of developing and evaluating bids.

Case Study: Commonwealth of Massachusetts Promotes Sustainable Products

Like many states, the Commonwealth of Massachusetts’ has an Environmentally Preferable Purchasing Program that promotes its sustainable goods and services to cities, counties, and other local governments within the state. It promotes the green products on its contracts such as green cleaning products equipment and services, green building materials, fuel-efficient and electric vehicles, energy-efficient appliances and office equipment, recycled office supplies, and more. The state has published a *Guide to Recycled and Environmentally Preferable Products on Massachusetts State Contracts* to make it easy state agencies and other public entities in Massachusetts find these products.¹⁰⁶

Best Practice #3

Scan other jurisdictions to determine if they have already successfully tackled this product category.

Don’t reinvent the wheel. Assess the availability of model contracts from other municipalities that can be used as a model so that you don’t have to start from scratch. These may provide you with sustainability specifications, vendor survey questions, green bid or “market basket” lists, and bid evaluation criteria for the product category you are interested in greening.

Several municipalities have posted model specifications on their sustainable procurement website. See examples below:

- **Washington, DC:** <http://ocp.dc.gov/page/district-columbia-sustainable-specifications>
- **Portland, OR:** <http://www.portlandoregon.gov/brrfs/53454>
- **King County, WA:** <http://www.kingcounty.gov/depts/finance-business-operations/procurement/for-government/environmental-purchasing.aspx>
- **Alameda County**

¹⁰⁶ For more information, go to , go to http://www.mass.gov/anf/budget-taxes-and-procurement/procurement-info-and-res/procurement-prog-and-serv/epp-procurement-prog/epp-resource-center/publications-and-other-resources.html#epp_public

Best Practice #4

Evaluate historic contract usage data to determine what green products may be needed.

A review of your municipality’s usage data will enable your Sourcing Team to identify high-volume items and high-usage agencies, assess the extent to which contract users are already purchasing the sustainable products and services offered on the contract, and identify opportunities for improvement.

Best Practice #5

Review the existing contract language.

It is important to review the existing contract language – including the original bid solicitation documents – to determine the types of products and services that were supposed to be offered, mandatory and desirable sustainability criteria, and the list of high-spend items that were on the bid sheet. This review process can help you determine whether the sustainability specifications are current and comprehensive and give you a place to start.

Best Practice #6

Assess the market.

Before finalizing specifications, it is important to determine the availability and performance of sustainable goods and service from local supplies. This can be done informally by interviewing vendors about the products they have with specific sustainability attributes or by evaluating their website. Alternatively, you can undertake a more formal process by inviting vendors in to demonstrate their products, or requesting information during the bid solicitation process or in a separate Request for Information (RFI).

When assessing the availability of sustainable products, the most reliable information is often third-party certifiers followed by product manufacturers. Distributors may have limited or outdated information about the sustainability attributes of the products they offer.

Other strategies for assessing the market include attending trade shows, reviewing trade journals, participating in external sustainable purchasing collaborations, and interviewing neighboring communities about their experience with sustainable products and services.

 The **City of Edmonton, Alberta**’s Purchasing Department created out a *Sustainable Catering Guide*, to help administrative staff make more sustainable catering choices. To create the guide, Procurement surveyed 80-90 catering companies on all manners of sustainability concerns, receiving 55 responses. The guide was created with green leaves for each category in which the companies had some sustainability practices. It also included a checklist for after the company was chosen, to help staff to order more sustainable options from the menu.

Best Practice #7

Conduct a pilot test, if necessary.

Pilot testing products can help product users in your municipality identify products that meet their needs and performance requirements. Products that are commonly performance tested include cleaners, disinfectants, floor maintenance chemicals, paint, lighting equipment, electronic equipment, and vehicles. If you do not have the resources to conduct your own pilot test, you can look for results from pilot tests conducted by other local governments, states, or federal agencies. One place to start is to submit a question to EPPNet, a list-serve that is used by public purchasing agents across the US. For more information, see [https://nerc.org/projects/current-projects/eppnet-\(environmentally-preferable-purchasing\)-listserv](https://nerc.org/projects/current-projects/eppnet-(environmentally-preferable-purchasing)-listserv).

Case Study: City of Surrey, British Columbia (Canada) Ran Successful EV Pilot Test

In 2015, the City of Surrey undertook a project to replace retiring passenger vehicles with electric vehicles. The project began by identifying EV opportunities that would result in a positive financial return on investment and low operational risk of running out of charge – addressing the two main concerns staff had about EVs.

The City then conducted a pilot program by rolling out five EVs (Nissan Leafs) and tracking usage to ensure that it was falling within the ideal range. To lower the up-front costs, Surrey also elected to initially lease 4 of the 5 electric vehicles, rather than purchase them. The City also received \$75,000 in program funding under the Green Municipal Fund, a granting pool offered by the Federation of Canadian Municipalities.

Surrey also contracted with a car-sharing service, which enabled them to downsize its fleet from 12 conventional gasoline-powered vehicles with low annual usage, to five electric vehicles with high annual usage. The switch to EVs resulted in fuel savings of approximately \$6,000 annually (\$100/EV/month) and CO₂ reductions of 230 kg/EV/month. Due to this successful pilot, the City will continue to expand the proportion of EVs in its fleet.¹⁰⁷

Best Practice #8

Develop mandatory criteria for the bid solicitation, including references to credible third-party sustainability certifications and standards, when available.

Once your purchasing team has determined (through its market assessment) that there is a sufficient number of competing products that can meet a specific standard as well as your needs and performance criteria, you can reference the sustainability standard in your bid solicitation document. Examples include ENERGY STAR-certified light bulbs and EPEAT Gold-registered laptop computers.

In some cases, your team may determine – perhaps after conducting a pilot test, a needs assessment, and/or a total cost of ownership calculation – that a specific sustainable product (or product line) is what you want to specify. For example, if your facilities have installed equipment for concentrated cleaning

¹⁰⁷ City of Surrey, BC, Canada; *City of Surrey Energy Vision*, 2105; http://energy-vision.org/ev-publications/ev_SR12_FINAL.pdf

chemicals, hand soap or janitorial paper products that that only can accommodate specific brands, you may want to allow vendors to only offer products with that brand that are certified by either Green Seal or UL (under its EcoLogo standard) and that are compatible with your equipment.

In cases where there are multiple standards that your team determines to be equivalent (or acceptable because they achieve different goals), bidders can be allowed to offer products that meet at least one of the standards. Allowing products with competing certifications or standards can increase competition, which may increase the number of bids you receive. Below are two examples:

- Office supplies bid solicitations may allow bidders to offer pens that have at least 50% total recycled content or 30% post-consumer recycled content (both are available in the market), toner cartridges that are remanufactured and/or labeled “high-yield”, and specialty paper products that either meet EPA’s (CPG) recycled-content guidelines OR are certified by the Forest Stewardship Council (FSC).
- Because there are several (roughly equivalent) certifications for low-emitting furniture, bidders your solicitation may allow bidders to offer products that are EITHER certified to the UL GREENGUARD Gold OR SCS Indoor Advantage Gold Standard. It can also allow for products that can demonstrate that it certified to the same standard (California’s 01350 testing protocol).
- Because two entities verify the compostability of food service ware, your bid solicitation can reference them both by allowing products to be either certified by the Biodegradable Products Institute (BPI) or on the Cedar Grove Composting Facility’s List of Acceptable Products.

Mandatory sustainability specifications are not just relevant for the purchase of goods: they are also very useful when creating service contracts, and can help municipalities obtain a variety of benefits, such as the use of certified low-toxicity cleaning chemicals in a facility maintenance service agreement, the employment of underserved populations, etc.

Case Study: City of Vancouver, BC Requires the Use of Disadvantaged Business Enterprise

In 2014, Vancouver executed a contract for Graffiti Removal Services that incorporated a minimum number of hours of work (up to 10%) for people facing barriers to employment. The successful service provider has partnered with a local non-profit to successfully employ people with mental health issues, and 14% of the work is now performed by the non-profit’s employees. Vancouver also requires contractors working on major facilities and engineering demolition projects for the City to divert waste from landfill and incinerator by reusing or recycling and to provide waste management tracking reports. This resulted in an average overall diversion rate of over 80% on City-contracted projects in 2013-2014.¹⁰⁸

¹⁰⁸ City of Vancouver, *Annual Procurement Report 2014*, 31 March 2015; <http://vancouver.ca/files/cov/annual-procurement-report-2014.pdf>

Best Practice #9
Develop sustainability-related vendor survey questions.

If your municipality is planning to award points to vendors that can offer additional sustainability benefits when they are providing goods or services, a questionnaire can be incorporated into the bid solicitation package if it is designed to assess these “best value” practices or services (i.e., it is a Request for Proposals (RFP)). This may include for example:

- Experience providing onsite training about the sustainability attributes and proper use of their products
- The ability to provide a “green” spend report to your jurisdiction to assist with your tracking and reporting requirements
- The use of vehicles that have relatively low tailpipe emissions;
- Sourcing of their products locally, which can contribute to the local economy.
- Sustainable packaging methods; and
- Free collection and recycling of products that have reached the end of their useful life.

One time saving strategy includes developing a list of boilerplate sustainability questions that can be included in many – if not all – bid solicitations for goods and services.

Many municipalities have created tools to assist buyers or sourcing teams in formulating relevant sustainability-related questions, and help with subsequent evaluation of responses. These tools are a great starting point and can make it easier to identify the right types of questions to include in each bid solicitation. Below are some examples.

 Case Study: Portland, Oregon Standard Corporate Responsibility Evaluative Questions for Professional, Technical and Expert Services (PTE) Solicitations

All Proposers shall address the following in their proposals:

- a. Oregon State Certification**
Please indicate in your response if your firm is currently certified in the State of Oregon as an MBE, WBE, or an ESB.
- b. Minority, Women and Emerging Small Business Contracting**
 - If your firm is acting as the prime consultant or utilizing subconsultants on this project, please list the total project contract amount including scopes of work on Form 1(PTE Participation Disclosure Form).
 - Points will be awarded based upon the maximum dollars contracted with State of Oregon certified M/W/ESB prime and/or subconsultants.

*Note: Failure to submit Form 1 with your proposal may result in the proposal being found non-responsive and may be rejected.

- c. Workforce Diversity and Community Involvement**

- Describe your firm’s workforce demographics and any measurable steps taken to ensure a diverse internal workforce (e.g., women and people of color).
- How do you approach internal on the job training, mentoring, technical training, and/or professional development opportunities for women and people of color?
- Describe your firm’s employee compensation structure, (e.g., living wages, healthcare coverage, employee leaves, dependent care, etc.).
- Describe your firm’s commitment to community service, (e.g., charitable programs, scholarships, economic development, etc.)

d. Sustainable Business Practices

- List the top five actions/ongoing practices your firm has implemented to reduce the environmental impacts of your operations (e.g., energy efficiency, use of recycled content or non-toxic products, use of public transit or alternative fuel vehicles, waste prevention and recycling, water conservation, green building practices, etc.).
- Regarding your top five actions, please reference implementation dates, timelines, and any performance metrics or third-party awards/recognition (such as [Sustainability at Work](#)).
- Does your firm participate in any third-party sustainability related organizations, networks, or committees? If so, list up to five examples and how long your firm has been an active participant in each.

 The **City of Ottawa**’s *Sustainable Purchasing Toolkit* includes a “Sustainable Purchasing Assessment Questionnaire.” This tool asks a series of questions to determine the level risk or opportunity associated with the procurement at hand in terms of various aspects of economic, cultural, environmental, and social sustainability. Once this questionnaire has helped the user to discover which sustainability aspects are most important to the contract in creation, they can then use a second tool, which provides a menu of pre-created sustainability questions that can be adapted and included in bid solicitations in order to elicit information on particular sustainability aspects (e.g., for an energy-intensive product, the sourcing team might include, “Tell us how the design and use of your product or service will contribute to City strategies to increase renewable energy and/or reduce energy demand.”).

Best Practice #10

Create pricing sheets that feature sustainable products and services.

If the bid solicitation uses a core or “market basket” list, this should be greened. To encourage vendors to offer their highest discounts on sustainable products, let them know that you are serious about purchasing large quantities of sustainable products by removing similar non-sustainable products from the bid or core lists. Make sure all of the products on your bid sheet comply with your new sustainability standards.

Best Practice #11
Evaluate bids.

It is important to verify compliance with mandatory sustainability criteria and assigning “points” to desirable sustainability criteria based on answers to vendor survey questions (if they were included in the solicitation). Just as your Sourcing Team verifies that the products that are being offered by each bidder meets the form and function that is required, it should confirm that the items on the bid list meet your jurisdiction’s sustainability criteria. This will be a relatively easy task if you required sustainable products to be certified by a third party since certifiers often maintain a list of certified products.

When mandatory sustainability-related specifications show up in the bid solicitation, they are treated as any other specification, and the vendor is evaluated based on whether or not they can meet these specifications. Meeting such specifications does not award prospective vendors any points toward their overall score, but are simply a requirement that must be met if they wish to be considered for selection.

When a Vendor Sustainability Leadership Questionnaire was included in the bid solicitation package, each responsible vendor’s answers will be scored in the bid evaluation process, alongside price, quality, and service. The best practice is to award 10-25% of the overall evaluation score to sustainability (e.g. 10-25 points out of 100 points), so that it remains a meaningful portion of the evaluation. Prospective vendors score points toward the sustainability line item, based upon their responses to the included questions pertaining to the products or services they are selling or to their internal practices (e.g., Vendor Sustainability Leadership Questionnaire).

Because it takes time to evaluate sustainability-related questions, some jurisdictions only evaluate bidders that meet the mandatory bid requirements.

 In the **City of Ottawa’s Sustainable Purchasing Toolkit** (introduced in Best Practice #9), each pre-created sustainability question that might be included comes alongside a suggested scoring guide, which provides potential “levels” of responses that might be received – ranging from no relevant information to the best response that has been imagined. Each of these levels has an associated percentage score (this can also be done with points-based scoring, e.g., 0-4 scale), which will be assigned to a vendor’s response, based on where it falls on the spectrum.

An example of how sustainability questions might be scored to determine an overall sustainability score is provided in the table below.

Points Possible for SUSTAINABILITY: 20

Sustainability Questions to Vendors	Score Achieved:	Out of:
Sustainability Q1	4	4
Sustainability Q2	1	4
Sustainability Q3	3	4
Sustainability Q4	4	4
Vendor Leadership Questionnaire	12	16
Total Points	24	32
Percentage Point Score	75	100
Overall Sustainability Points Awarded	15	20

Best Practice #12

Consider creating an all-green contract.

Many municipal contracts negotiate prices for both green and conventional products and let contract users decide which items they want to buy. This sends a confusing message to vendors that they can sell City employees conventional (non-green) products whenever they ask for them. It also confuses buyers, who often do not understand why they should not be ordering products that are offered on their contracts. There are many benefits to negotiating contracts for all-green products:

- Municipalities can secure better pricing on sustainable products because vendors are selected based only on the prices they offer on sustainable products – and distributors are not required to stock conventional products along with sustainable ones.
- All-green contracts dramatically reduce the need for education because the approved products have been pre-selected for the end users. This underscores the need to involve the product users in the contract development process.
- All-green contracts make tracking and reporting simpler because all of the products offered count toward the jurisdiction's "green" spend. With conventional contracts, the tracking process is much more difficult because the purchasing departments must sift through a significant amount of data to determine which products count as sustainable, and which do not.

If an all-green contract does not seem practical, consider awarding the green products separately so that firms that offer only environmentally preferable products are not excluded.

 **Alameda County, California** found that by creating all-green contracts for several targeted high-volume sustainable products, they were able to secure lower prices on these items. For example, its previous paper contract offered 30% post-consumer recycled paper at \$35.32/case and 100% post-consumer recycled paper at \$41.31/case. On their new paper contract, which secured a volume discount for 100% post-consumer recycled paper, the price for this item dropped to \$37.50.

Best Practice #13

Award contracts for sustainable goods and services.

Contracts for sustainable goods and services need to be carefully rolled out ensure that they offer only products that meet the sustainability criteria in the bid solicitation documents. Soon after the contract is awarded, it should be promoted to high-volume contract users. Over the term of the contract, compliance with the contract's sustainability requirements need to be monitored.

In some cases, particularly when a variety of end-users will be ordering off of the contract, it can be useful to automate some of the available choices, thus ensuring that staff are ordering products that meet your jurisdiction's mandatory or desirable sustainability specifications.

 **The City of Edmonton, Alberta** worked with its office supplies vendor to ensure that, whenever a given product is searched for in their ordering database, an environmentally preferable alternative

automatically shows up as a suggestion.

🔗 Other organizations, such as the **Port of Seattle**, have worked with their office supplies vendor to ensure that the system disallows the ordering of products that do not meet their specifications (e.g., if an employee attempted to order virgin paper, the system would not allow the order to occur, and a more preferable copy paper alternative would be automatically substituted).

If your municipality creates a contract for sustainable goods or services, consider including a “me too” clause in the contract that allows other jurisdictions to use it.

ADDITIONAL RESOURCES

Responsible Purchasing Network, *Green Purchasing Opportunities and Best Practices* (2013), created with support from the National Association of State Procurement Officials (NASPO); http://www.responsiblepurchasing.org/purchasing_guides/general_green/naspo_rpn_general_green_purchasing_guide.pdf

Chapter 7: Tracking and Reporting Sustainable Procurement Results

This chapter explains why it is important for cities to track and report their sustainable procurement activities and results, recommends best practices cities can implement to collect and analyze their data, and provides examples of USDN cities that have had success tracking and reporting their sustainable procurement activities and impacts. It also provides tools and resources that can help make tracking and reporting easier.

WHY SHOULD MUNICIPALITIES TRACK AND REPORT THEIR SUSTAINABLE PROCUREMENT ACTIVITIES AND IMPACTS?

It has long been held that what is *measured* is what *matters*. While it can be one of the most challenging aspects of a sustainable procurement program, tracking and reporting is an essential element of a program’s long-term success because it helps cities and counties to:

- ***Effectively make the case for a sustainable procurement program*** by demonstrating that it is helping them meet their sustainability goals such as reducing emissions of greenhouse gases and other pollutants from their facilities; avoiding the generation and disposal of waste; lowering their consumption of electricity, fuel, water, and paper; preventing employees from becoming exposed to toxic chemicals from cleaning and other maintenance operations; and supporting local, disadvantaged and “green” businesses.
- ***Convince mayors and other top-level city managers to devote more financial resources (including staff time) to the program*** by highlighting cost savings that have occurred as a result of purchasing goods and services that are more efficient and long-lasting.
- ***Demonstrate to policy-makers that the jurisdiction’s sustainable procurement policy is being implemented.*** Verifying compliance with environmental specifications and other sustainability requirements in their contracts can identify exemplary employees and vendors – as well as laggards. It can also uncover other compliance issues such as the failure of vendors to provide proper discounts.
- ***Gain credibility with the community by demonstrating how the jurisdiction is “leading by example”*** by highlighting how it has been able to successfully implement various sustainable procurement initiatives that businesses, institutions and the public are being asked to undertake as well;

- ***Qualify for sustainability awards, certifications and grants*** by demonstrating that their sustainable procurement program has yielded measurable environmental, health and financial benefits.
- ***Identify opportunities for improving the jurisdictions sustainable procurement program*** by showing where progress has been made and where more work is needed. This information can be integrated into your ongoing planning and prioritization process.

BEST PRACTICES

Best Practice #1

Include tracking and reporting requirements in your sustainable procurement policy.

It is important for cities and counties to make it clear to their employees that they are expected to track and report their sustainable procurement activities as well as the significant, measurable benefits that result such as energy and water savings, greenhouse gas reductions, and cost savings. The clearest way to do that is by detailing this requirement in the jurisdiction's sustainable procurement policy and/or administrative procedures.

Some sustainable procurement policies include tracking and reporting requirements. This language is most helpful when it details the roles and responsibilities of various employees in carrying out this task.

 The **City of Portland, Oregon's Sustainable Procurement Policy** states the following about data collection and performance reporting:

City Bureau Directors shall be responsible for:

- Cooperating in gathering information for the purposes of tracking, reporting, and evaluating the City's sustainable procurement activities; and
- Integrating Bureau-specific sustainable procurement goals into Bureau sustainability plans.

The Chief Procurement Officer and the Director of the Bureau of Planning and Sustainability shall be responsible for:

- Collaborating on data collection for the purpose of tracking and reporting on the City's sustainable procurement activities and evaluating the effectiveness of this policy.

The Chief Procurement Officer shall be responsible for:

- Issuing an annual or biennial progress report on sustainable procurement activities and the effectiveness of this policy. This report may be a stand-alone report or integrated into a larger Bureau of Procurement Services report.¹⁰⁹

¹⁰⁹ City of Portland, Oregon, *City of Portland Sustainable Procurement Policy*, September 2010 Update, <http://www.portlandoregon.gov/shared/cfm/image.cfm?id=204110>

Smaller jurisdictions or those with largely decentralized purchasing activities may need different policy language that delegates this responsibility primarily to the Chief Procurement or Sustainability Officer, with other agencies providing information about their sustainable procurement activities and impacts to these lead departments.

Best Practice #2

Develop a tracking and reporting plan.

The jurisdiction's tracking and reporting plan can identify the key performance indicators (KPIs) that the sustainable procurement team will track. These indicators should ideally sync with the sustainability goals listed in a jurisdiction's sustainable procurement policy, sustainability action plan, or other policy drivers. The tracking and reporting plan should identify the contracts and categories of products that will be tracked due to their potential to provide information about measurable sustainability benefits, such as electricity or water savings.

Other stakeholders including city or county employees, policy-makers, nonprofit organizations that focus on sustainability issues, vendors, and even the public can be invited to participate in your sustainable procurement metrics development process.

According to Canada's Municipal Collaboration for Sustainable Procurement, "After identifying monitoring and reporting as a key priority for 2013, many municipalities followed through with starting to develop key performance indicators (KPIs) in order to set targets and evaluate the progress of their sustainable purchasing programs and activities."¹¹⁰

One of the first questions that a jurisdiction needs to answer when it is developing tracking and reporting procedures is what counts as "sustainable" spend. Below are several sustainability criteria that cities and counties have used to track products and services with sustainability attributes:

- *Products with third-party certifications* – particularly those that are listed in the mandatory bid specifications or optional desirable criteria. This may include products that are listed on certification websites that are maintained by organizations including, but not limited to:
 - Biodegradable Products Institute (BPI)
 - Cradle to Cradle Innovation Institute
 - Forest Stewardship Council
 - Green Electronics Council, which operates the [Electronic Products Environmental Assessment Tool \(EPEAT\) Registry](#)
 - Green Seal, UL (EcoLogo and GREENGUARD)
 - Green-e Energy, Center for Resource Solutions
 - Scientific Certification Systems (Indoor Advantage and FloorScore)
 - US Environmental Protection Agency (ENERGY STAR, WaterSense, and Safer Choice)
 - USDA (BioPreferred and Organic)

¹¹⁰ Reeve Consulting, *The Annual Report on the State of Municipal Procurement in Canada: Trends & Best Practices* – Commissioned by the Municipal Collaboration for Sustainable Procurement, January 2014.

- *Products with recycled-content* levels that meet the jurisdiction’s procurement standards. These often mirror – and sometimes exceed – the US EPA’s [Comprehensive Procurement Guidelines](#) for recycled content. Tracking products that meet the EPA’s recycled-content guidelines can be relatively easy because many manufacturers note when the product is CPG-compliant, and some vendor’s have tagged these products in their online ordering systems, making it easy to track them in their green spend reports.



(It is important to note that some suppliers may label products as “environmentally preferable” when they contain recycled-content levels below EPA’s CPGs. If you don’t want those products to count toward your green spend, then you may need to create a customized tracking system. More information on creating a tracking template is provided below.)

- *Products with other sustainability attributes.* It is often more challenging – but not impossible to track the amount of products purchased that have other sustainability attributes (but lack third-party certifications) because the criteria may be less well recognized and, therefore, not incorporated into vendor or purchaser tracking systems. Examples of these criteria include low-VOC (paints), rechargeable (batteries), remanufactured (printer cartridges and furniture) and solar-powered (calculators and flashlights). If your standards are not recognized by your vendor, you may need to work with them to ensure that they are harmonized with yours.
- *Products that are supplied by local, disadvantaged or certified sustainable businesses.* Tracking the amount of products that are produced within a certain distance of your jurisdiction or that are certified by a local or regional green certification program is possible, but may present challenges because the definition of local may vary from jurisdiction to jurisdiction.

Successful tracking and reporting procedures will collect baseline data prior to making significant procurement changes or conducting widespread outreach so that jurisdictions can document the impact of specific changes in procurement activities.

Best Practice #3

Track your jurisdiction’s sustainable procurement activities.

Tracking and reporting on sustainable procurement actions is sometimes the first step that a jurisdiction takes to demonstrate that it is making progress implementing its sustainable procurement policy. Although this type of tracking does not allow the jurisdiction to measure definitive outcomes from sustainable purchasing, it provides a great indication of whether the processes in place are being carried out in a consistent manner. This can include documenting:

- **The number and dollar value of solicitations that included sustainability criteria.** This relatively simple method of tracking enables the jurisdiction to measure whether they are implementing the processes that are described in their sustainable purchasing policy and procedures

for evaluating vendors on sustainability criteria. While adding sustainability language to a bid solicitation may not necessarily result in the creation of a contract that offers sustainable goods and services – especially if the language does not require some or all of the products on the contract to meet its criteria – it indicates that sustainability was weighted alongside other factors, and thus that it was an important part of the purchasing decisions made.

- **The number of contracts that were created that offer sustainable goods and services at discounted prices.** This performance indicator reflects what is ultimately offered on each contract. It is most relevant when the resulting contracts offer *only* sustainable goods and/or services since this means that there is not an option of foregoing sustainable options in favor of conventional products or services; however, it is still a strong indicator that sustainable products or services are being purchased by the jurisdiction.

If the resulting contract offers *only* sustainable goods and services – such as recycled-content paper, LED lighting equipment, solar panels, certified green cleaning products, or compostable food service ware – then it is most likely to result in the procurement of these items because the jurisdiction is sending a clear message to its employees that it wants them to purchase these products and services using a convenient contract vehicle.

Similarly, if service agreements require contractors to utilize only sustainable products, it is very likely that the establishment of such contracts will result in the use of compliant products (although the contracts do need to be monitored).

- **Employee awareness of the jurisdiction's program.** Some jurisdictions have attempted to assess the success of their sustainable procurement outreach efforts by surveying employees about their sustainable procurement policies, procedures and practices.

Case Study: Ottawa Tracks Sustainable Procurement in its E-Procurement System

The City of Ottawa, Ontario began tracking sustainable purchasing activities following the implementation of its *Sustainable Purchasing Toolkit* in 2013. During the creation of a bid solicitation at the City of Ottawa, employees use questionnaires, procedures, and information contained in the *Sustainable Purchasing Toolkit* in order to determine which sustainability pillars – environmental, social, economic, or cultural – are most important to the purchase at hand. If any sustainability issues are deemed important, they should be addressed in the bid solicitation.

“Included” means that there are either mandatory requirements, evaluated questions to the vendor, or a combination of both written into the bid solicitation that relate to the specific sustainability aspect. The City’s internal IT department customized its existing SAP software to include a sustainability tracking feature, so that when Supply Management is processing any contract approval request, they are able to input which of the four sustainability aspects are being evaluated in that particular procurement. This allows the City of Ottawa to track the number (or percentage) and dollar amount of purchases that included meaningful evaluation of sustainability, and which pillars of sustainability were considered. Supply Management reports the dollar amount figure to Ottawa’s City Council twice a year.¹¹¹

¹¹¹ Interview with David Sloan, Manager, Strategic Sourcing, City of Ottawa, August 8th, 2016.

 **Washington, DC** uses its e-procurement system to track the number of solicitations to which green specifications were applied. In cases where green specifications were not used, it also notes the reason given by the purchasing agent for not doing so. This tracking mechanism enables the District’s sustainability team to understand which product and service categories have the most EPP contracts and which departments are using EPP contracts for the highest volume of spend. This knowledge helps them focus future training efforts on categories in which more EPP work is needed.

However, tracking spend at the level of a contract will not indicate how many green products were actually purchased, especially if the contract in question includes both green and non-green products. For service contracts, where dollars may be put towards a contractor’s salary and insurance, estimating the impact of that spend may prove challenging. This suggests that use of e-procurement systems to track sustainable procurement activities may provide a necessary, if not sufficient first step towards tracking a jurisdiction’s sustainable spend.

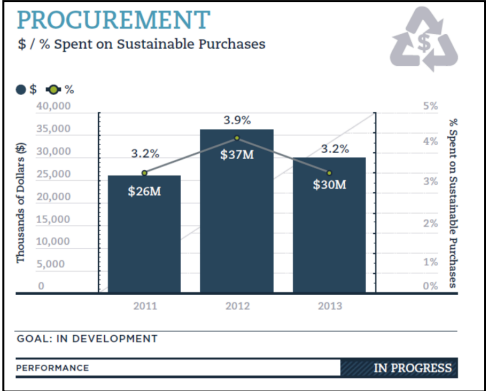
Best Practice #4
Track the amount of your jurisdiction’s “sustainable spend.”

Many cities and counties have moved beyond tracking their sustainable procurement activities to quantifying the impacts of these initiatives. This can include documenting and reporting the amount of money spent on sustainable products and services by the jurisdiction – often during the previous year. Some cities also highlight how the amount has changed over time, and calculate the percentage that it represents in relation to total spend in select categories or overall.

The challenges to tracking sustainable spend include collecting information that is detailed enough to determine what specific product was purchased, aggregating data from various sources so they are in a consistent format that makes it practical to analyze, and determining whether the products or services that were purchased met the jurisdiction’s sustainability criteria. In addition, is it often necessary to separate the amounts spent on goods and services since the service contract dollar amounts often are dominated by a significant amount of labor costs.

Below is an overview of two strategies for tracking the amount of a local government’s sustainable spend.

- **Tracking spend by dollar amount**
Tracking the amount of money spent on sustainable goods and services is a common tracking strategy because it is a relatively easy way to assess progress that can be applied across product categories. In addition, the amount spent on specific products and services is often information that can be requested from the jurisdiction’s vendors or extracted from its own accounting system. This information is usually collected over a defined period of time – such as a year – and can be monitored over time.
- **Calculating the percentage of sustainable spend by dollar amount**
A growing number of cities assess how well their sustainable procurement program is doing by



comparing the amount spent on sustainable goods and services within specific categories to the total amount spent in those categories and calculating the percentage of “sustainable spend” in each category. Below are several examples of USDN-member cities that track their sustainable spend.

-  **Austin, Texas** included in its 2015 sustainability report the amount of money the City spent annually on “sustainable purchases” over a three-year period. It also noted the percentage of the City’s total spend that was determined to be sustainable. Austin is in the process of developing a goal for this Key Performance Indicator (KPI).¹¹²
-  **King County, Washington** reported that it exceeded its 2013 goal of 50 percent renewable energy purchased or produced by reaching 52.4%.
-  **Vancouver, BC** prepares an *Annual Procurement Report* for its City Council that includes highlights of results from their sustainable procurement activities. Many of the metrics tracked include dollar and percentage figures for sustainable purchases. For example, in 2015, Vancouver reported that 70-75% of janitorial supplies spend was on products that were EcoLogo or Green Seal certified. In the same year, Vancouver purchased services valued at \$800,000 from 18 different social enterprises.¹¹³

Best Practice #5

Track the types and quantities of sustainable products your jurisdiction purchased.

While reporting dollar amounts of sustainable products and services is an important indicator of the success and growth of a local government’s sustainable procurement program, it is also important for cities and counties to translate these sustainable procurement actions into the number of sustainable products it ended up purchasing so that resulting sustainability impacts can be calculated. Below are examples of USDN cities that are tracking the number of sustainable products they are purchasing in specific categories, which is then used to estimate environmental and financial benefits.

-  **King County, Washington** tracks the number of hybrid vehicles it purchases on an annual basis. Using this information, it calculates and reports the percentage of their new bus and support vehicle purchases that are hybrids. King County’s *2013 Annual Sustainability Report* reported that its Metro Transit department purchased 43 hybrid buses and four hybrid support vehicles, which represents 52% and 18% of the total purchases in each of these two categories.¹¹⁴

¹¹² City of Austin, Office of Sustainability, *Organizational Sustainability: Key Performance Indicators*, 2015, http://austintexas.gov/sites/default/files/files/KPI_October2015_Final.pdf

¹¹³ City of Vancouver, *2015 Annual Procurement Report*. <http://vancouver.ca/files/cov/annual-procurement-report-2015.pdf>

¹¹⁴ King County, Washington, *2013 Annual Report of King County’s Climate Change, Energy, Green Building, and Environmental Purchasing Programs*, June 2014, <http://your.kingcounty.gov/dnrp/climate/documents/2013-King-County-Sustainability-Report.pdf>

-  The **City of Vancouver's** report to Council also includes metrics on the types and quantities of sustainable products it purchases. In 2013, the City purchased approximately 120,000 kitchen containers for collection and processing of food scraps. The containers were made of a minimum 50% post-consumer recyclable material and are 100% recyclable.¹¹⁵ In 2015, 41% of all food, beverages and/or supplies purchased by Park Board concessions was local – raised, grown, produced or processed within BC.¹¹⁶

Best Practice #6

Track reductions electricity, fuel, water, paper and other materials your jurisdiction consumed from your jurisdiction's sustainable procurement actions.

Many cities and counties have adopted sustainability goals aimed at shrinking the environmental footprint of their operations, including reductions in electricity, fuel, water, paper and other consumable items as key performance indicators (KPIs). Several municipalities are taking the next step by tracking reductions of these KPIs that result from their sustainable procurement activities. Below are several examples of USDN cities that are doing this:

-  The **City of Los Angeles, CA** Bureau of Street Lighting reported an annual savings of 100 gigawatt hours of electricity and GHG emission reductions of nearly 60,000 metric tons from retrofitting over 165,000 street lights with LED fixtures.¹¹⁷
-  New vehicles and equipment acquired by the **City of Vancouver, BC** in 2015, including compressed natural gas refuse collection vehicles and fuel-efficient police patrol vehicles contributed to a reduction in City fleet GHG emissions of 200 metric tonnes.¹¹⁸

Best Practice #7

Track the environmental, health and other sustainability benefits of your jurisdiction's purchasing activities.

Increasingly, cities and counties are using calculators and other tools to quantify the environmental, health, social and economic benefits of their sustainable procurement actions. A common environmental metric that is measured is the quantity of greenhouse gas emissions (GHGs) that are avoided as a result of a specific sustainable procurement activity. Typically, GHGs reductions are associated with reductions in energy consumption.

¹¹⁵ City of Vancouver, 2013 Annual Procurement Report. <http://vancouver.ca/files/cov/annual-procurement-report-2013.pdf>

¹¹⁶ City of Vancouver, 2015 Annual Procurement Report. <http://vancouver.ca/files/cov/annual-procurement-report-2015.pdf>

¹¹⁷ City of Los Angeles, Sustainable City Plan: First Annual Report (2015-2016), http://www.lamayor.org/sites/g/files/wph446/f/landing_pages/files/pLAn%20first%20annual%20report%202015-2016_0.pdf

¹¹⁸ City of Vancouver, 2015 Annual Procurement Report. <http://vancouver.ca/files/cov/annual-procurement-report-2015.pdf>

🔍 For example, the **City of Vancouver** reported on its website that recent efforts to upgrade its existing facilities have made them more efficient. Procurement has been responsible for a significant, measurable decrease in Vancouver’s GHG emissions:

To reduce energy consumption, and lower the amount of greenhouse gases (GHGs) emitted by City facilities, lighting, building automation, and heating systems are being upgraded.

Not only will these improvements reduce the harmful carbon emissions that contribute to climate change, they also make facilities cheaper to operate.

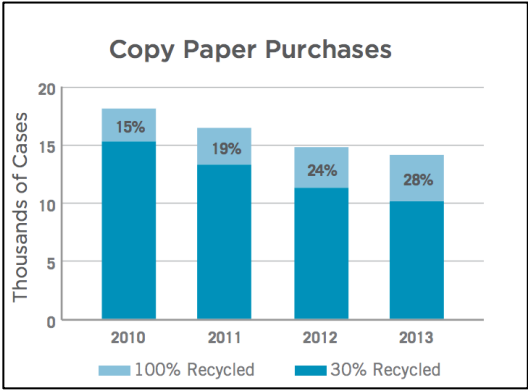
Thanks to recent improvements, City facilities have already reduced greenhouse gas emissions by 22% over 1990 levels.¹¹⁹

Best Practice #8
Track the financial benefits of your jurisdiction’s sustainable procurement actions to make the business case for its program.

As noted in “Chapter 2: Making the Business Case for Sustainable Procurement”, many cities and counties have documented and reported cost savings from their sustainable procurement efforts. Cost savings can be realized immediately – as in the case with remanufactured toner cartridges, which cost less per page while creating less waste.

Many sustainable products yield cost savings over time. For example, some sustainable products can help a jurisdiction reduce its consumption of electricity, fuel, water, paper and other consumable materials. Other sustainable products have lower replacement and installation costs because they have a longer lifespan or lower disposal costs because they create less solid or hazardous waste. By tracking results, sustainable purchasers can make informed decisions about which products and services to scale across citywide or countywide contracts.

🔍 **King County, Washington**, noted in its 2013 sustainability report, that it is “committed to reducing energy and resource use within its portfolio of facilities, vehicles, and through the services it provides. The County has aggressive policies and guidelines mandating energy and resource reductions, and employees are carefully monitoring progress.”¹²⁰ It is important to note that energy, resource conservation and material reduction goals may be achieved by undertaking a variety of sustainability actions including purchasing more efficient products as well as educating employees and changing operational procedures. **King County** reported that it “reduced its copy paper usage by 21 percent between 2010 and 2013, achieving savings of approximately \$209,860 over that period.”¹²¹



¹¹⁹ City of Vancouver “Green City Facilities;” 2016 <http://vancouver.ca/green-vancouver/green-city-facilities.aspx>
¹²⁰ 2013 Annual Report of King County’s Climate Change, Energy, Green Building and Environmental Purchasing Programs, June 2014, <http://your.kingcounty.gov/dnrp/climate/documents/2013-King-County-Sustainability-Report.pdf>

This was facilitated by the purchase of multi-function imaging equipment that made it easy for staff to scan and email documents rather than printing them and requirements that printers and copiers be set to make double-sided copies as a default when hard copies were needed.

Best Practice #9
Require or encourage your approved vendors to provide data on the sustainability attributes and benefits of the products they sold to your jurisdiction.

Many large vendors have advanced purchase order tracking systems, which may offer cities an easier way to track sustainable purchasing results than trying to extract the data from their own computer systems. Vendors are often required to report contract usage data in order to verify compliance with other contract terms and conditions. Also, the vendor report can often be highly detailed, which enables cities to conduct a product-specific analysis comparing products sold by the vendor to the sustainability specifications that were included in the bid solicitation and/or contract.

Some local governments require a targeted list (or all) of their vendors to provide them with a “green” spend report – noting the dollar amount and/or percentage of sustainable spend that occurred over a specific period of time (often either annually or quarterly).

☞ The **City of Palo Alto, CA**, for example, has a provision in its *Environmentally Preferred Purchasing Policy and Procedures* directing its Sustainable Purchasing Committee to establish “requirements for annual vendor reports on sustainable product purchases tracking dollars spent, units purchased, and other information as specified by the City.”¹²²

Several office supplies vendors can provide jurisdictions with a detailed report on the dollar amount and/or percentage of green office supplies they purchased. To incentivize sustainable purchasing, some companies even rank its jurisdictions’ sustainable purchasing accomplishments.

☞ In 2014, the **City of Chicago** was ranked #1 by its office supplies vendor and received a Green Purchasing Award as a result.

Municipalities may face a challenge aggregating data

September 17, 2014

City Of Chicago Ranked Number One In Green Purchasing Award

Office Depot declares Chicago number one green purchaser in the country through 2013 Office Depot Green Purchasing Program

Mayor's Press Office 312.744.3334

The City of Chicago today was honored by Office Depot in Boca Raton, Florida for being number one in green purchasing. Thousands of local governments are evaluated as contenders for the award each year, and winners are selected based on exemplary leadership in greener and sustainable office purchases.

"Chicago is a national leader in making sustainable choices and we continue to set an example for other cities around the country to follow," said Mayor Emanuel. "This honor from Office Depot is just another indication that Chicago is well on its way to becoming the greenest city in the world, and shows our commitment to pursuing sustainable behaviors that better the city as whole."

The City of Chicago joined Office Depot's Green Purchasing Program in 2012, and within one year, Chicago emerged as the number one green purchasing local government in the country. Chicago was selected as number one for purchasing the highest percentage of green expenditures, including items that are recycled, remanufactured, energy-efficient, non-toxic or hold an eco-label. By 2013, Chicago's green spending with Office Depot was at 61 percent surpassing the now number two green spender, Roanoke, VA, by several points.

¹²¹ 2013 Annual Report of King County’s Climate Change, Energy, Green Building and Environmental Purchasing Programs, June 2014, <http://your.kingcounty.gov/dnpr/climate/documents/2013-King-County-Sustainability-Report.pdf>

¹²² City of Palo Alto, *Environmentally Preferred Purchasing Policy and Procedures (5-03/MGR)*, February 6, 2008, <http://www.cityofpaloalto.org/civicax/filebank/documents/32651>

from multiple vendors since it may be submitted in different formats. To encourage consistency in data submitted by multiple vendors, some have created reporting templates.

When vendors provide historical spend data, it is important for the Sustainable Procurement Team to review it to ensure that it is accurate and meaningful.

Vendors may count some products as “environmentally preferable” that have relatively *weak* sustainability attributes. For example, the product may have a very small amount of recycled content that is below the federal government’s recycled content guidelines. The vendor may count products that have a single-attribute certification even though your specification calls for such products to have a multi-attribute certification. Two examples of this include:

- Desktop computers that are certified by the ENERGY STAR program for energy-efficiency but are not on the EPEAT Registry, which requires computer equipment to meet the ENERGY STAR standard AND have other environmental attributes such as recycled content or avoidance of toxic materials.
- Cleaning chemicals that are certified as “biobased” but lack a multi-attribute certification by Green Seal or another entity that ensures the product does not harm human health or the environment.

Perhaps, more importantly, cities may need to check vendor “green” spend reports to ensure that they do not include products that have *unsubstantiated* claims, including those with eco-labels that were created by the manufacturer.

More information on credible standards for sustainable products can be found in Chapter 5 of this *Playbook*.

For some categories, your team may want to set the highest standard possible to achieve the greatest positive purchasing impact. To do so, you will need to ensure that suppliers aren't able to use lower standards to count toward a jurisdiction’s tracked “green spend”.

Best Practice #10

Establish all-green contracts to make tracking and reporting much simpler.

Tracking the amount of money spent on a contract is often easier than tracking the amount of money spent on individual products and services. Since the process of determining what percentage of spending on a contract meets the specifications for green products can be time and labor-consuming, there are potential savings to be realized in the establishment of all-green contracts.

 **Alameda County, California** negotiated a contract for 100% post-consumer recycled content copy paper. By creating a stand-alone all-green contract, they were not only able to lower prices on this environmentally preferable product, they created a simple way to track their purchases since the only product offered on this contract met their specification – so it all counted toward its “sustainable spend”. Each year the County’s avoidance of virgin paper prevents approximately 6,000 trees from being cut

down and reduces its greenhouse gas emissions equal to removing 200 cars from the road. Alameda credits these savings to its establishment of an all-green paper contract. This contract has also made it significantly easier to track the County's accomplishment from year to year.

Best Practice #11

Communicate the measurable results of your jurisdiction's sustainable procurement activities.

Tracking and reporting can be important in communicating the results of sustainable purchasing to key stakeholders, including purchasers, vendors and policymakers and residents of the jurisdiction. Many jurisdictions publish an annual sustainability report, which is an excellent opportunity to showcase improvements and lead by example.

Best Practice #12

Utilize your tracking results to plan future sustainable procurement activities.

 **Salt Lake City, Utah** set a standard for purchasing hybrid vehicles in 2009. By tracking the cost of fuel consumption for hybrid vehicles purchased under this standard, Salt Lake's Sustainability Team was able to build a business case for purchasing additional hybrids and charging stations, which then enabled the purchasing of new electric vehicles to replace vehicles that burn fossil fuels.

This dynamic, where robust tracking efforts can build momentum for future sustainable acquisitions shows how properly tracked hybrid fleets can build ownership momentum for electric vehicles. By building the business case for alternative fuel vehicles, Salt Lake City was able to plan future sustainable procurement activities for their fleet that enabled even greater cost and emissions savings.¹²³

ENVIRONMENTAL BENEFIT CALCULATORS

Environmental benefit calculators can make it easy to quantify the results of your sustainable purchasing decisions. For example:

- Environmental Paper Network's **Paper Calculator** quantifies the environmental benefit of purchasing recycled content paper, including savings of energy, water and wood consumption, air and water pollution and greenhouse gas emissions.
- **ENERGY STAR calculators** measure energy savings, cost savings and greenhouse gas emission reductions.
- **EPEAT's Electronics Environmental Benefits Calculator (EEBC)** quantifies the lifecycle environmental benefits of purchasing EPEAT-registered computers and monitors. EPEAT registration requires Energy Star-certification, as well as measuring a product's primary and toxic material usage and hazardous waste disposal liabilities.

¹²³Tyler Poulson, USDN Playbook Member Call, 2015

See details about these calculators below. For additional information about additional sustainable procurement calculators, which can be used to estimate cost savings and quantifiable environmental benefits, go to http://www.responsiblepurchasing.org/purchasing_guides/all/calculator/.

Recycled Paper Environmental Benefits Calculator



The purchase of recycled paper results in many environmental benefits because it takes less energy and water, and, obviously fewer trees to make it compared to non-recycled (virgin) copy paper. The [Paper Calculator](#), is an innovative tool that enables users to calculate and compare the environmental impacts of different paper choices. Purchasers can use this calculator, which is maintained by the Environmental Paper Network, to compare the environmental impacts of copy papers with varying percentages of recycled content, including savings in wood, energy, GHG emissions, water and solid waste. Users can use this tool to assess and demonstrate the benefits of switching to paper products with a higher percentage of recycled content. Results are expressed in both standard measurements, such as tons of wood and gallons of water, and in easy-to-communicate terms such as trees saved and swimming pools of water conserved. See sample results, below, comparing virgin, 30% recycled and 100% recycled-content copy paper.

Clear Values, Start Again	Virgin Copy Paper	30% Recycled Content	100% Recycled Content
Paper	Uncoated Freesheet (e.g. copy paper)	Uncoated Freesheet (e.g. copy paper)	Uncoated Freesheet (e.g. copy paper)
Quantity	1 Tons	1 Tons	1 Tons
% Recycled	0	30	100
Wood Use	4 tons	3 tons 1 tons less	0 4 tons less
Net Energy	33 million BTU's	29 million BTU's 4 million BTU's less	22 million BTU's 11 million BTU's less
Greenhouse Gases	5,601 pounds CO ₂ equiv.	4,981 pounds CO ₂ equiv. 620 pounds CO ₂ equiv. less	3,533 pounds CO ₂ equiv. 2,068 pounds CO ₂ equiv. less
Water Consumption	22,853 gallons	19,488 gallons 3,365 gallons less	11,635 gallons 11,218 gallons less
Solid Waste	1,922 pounds	1,697 pounds 225 pounds less	1,171 pounds 751 pounds less

ENERGY STAR LED Environmental Benefits Calculator

Savings Calculator for ENERGY STAR Qualified Light Bulbs

This calculator developed by U.S. EPA and DOE estimates the energy consumption and operating costs of light bulbs and the savings from ENERGY STAR.

ENERGY STAR qualified compact fluorescent lighting is compared to the average available new conventional light bulb. Actual savings may vary based on use and other factors.
[See www.energy.gov for information on how ENERGY STAR works.](#)

Where will your lighting be used?

Commercial or residential use	Residential ☐
Location	U.S. average ☒ U.S. average residential electric rate is \$0.121/kWh. If you know your own rate, enter it below.
Electric Rate (\$/kWh)	\$0.121

What light bulbs are you planning to purchase? Enter quantities below, then either fill in product information or use the defaults.

General Purpose CFL/LED (Omnidirectional)	Quantity	Comparable Incandescent or halogen bulb	ENERGY STAR bulb	Average daily use (hours)	Additional cost per ENERGY STAR bulb	Rated lifetime of ENERGY STAR bulb (hours)	Labor cost per bulb replacement	Inertive or discount amount per bulb
Bulb 1	0	Please select a bulb width >	Please select a bulb width >	0	\$0.00	0	\$0.00	\$0.00
Bulb 2	0	Please select a bulb width >	Please select a bulb width >	0	\$0.00	0	\$0.00	\$0.00
Bulb 3	0	Please select a bulb width >	Please select a bulb width >	0	\$0.00	0	\$0.00	\$0.00
Bulb 4	0	Please select a bulb width >	Please select a bulb width >	0	\$0.00	0	\$0.00	\$0.00
Bulb 5	0	Please select a bulb width >	Please select a bulb width >	0	\$0.00	0	\$0.00	\$0.00

LED - Footcandle reflector

Bulb 1	0	Please select a bulb width >	Please select a bulb width >	0	\$0.00	0	\$0.00	\$0.00
Bulb 2	0	Please select a bulb width >	Please select a bulb width >	0	\$0.00	0	\$0.00	\$0.00

[Click here to go to the RESULTS tab and see your savings.](#)

See the ENERGY STAR website for more information:

- [ENERGY STAR Lighting Page](#)
- [Bulb Purchasing Guide](#)
- [The difference between an ENERGY STAR fixture and a standard fixture with a CFL](#)
- [About the Energy Independence and Security Act of 2007 \(EISA\)](#)
- [Frequently Asked Questions about lighting](#)
- [List of incentive programs for consumers](#)

To see detail on the formulas and values used in this calculator or to modify assumptions, click on the gray tabs at bottom of the page.

ENERGY STAR-certified LED light bulbs use 60-90% less electricity than an incandescent light bulb with equivalent light output. This Excel calculator estimates the energy, maintenance, operating, and replacement cost savings related to switching incandescent bulbs to ENERGY STAR light bulbs (LEDs, preferred). Estimates can be adjusted based on electricity rates, hours used per day, lamp wattage, and lamp lifetime in hours.

Outputs are provided in cost and energy savings, payback time in years, and air pollution reductions, including equivalent cars taken off the road or acreage of forest saved.

Chapter 8: Sustainable Procurement in Action: Electronics

This chapter describes several best practices cities and counties can take to procure environmentally preferable electronics as well as ensure their safe management at the end of their useful life. It also highlights the successful efforts of USDN members and other local governments that have implemented sustainable procurement policies and practices that minimize the environmental and health impacts of electronics.

INTRODUCTION: WHY BUY GREEN ELECTRONICS?

Local governments spend millions of dollars on electronics each year. Not only is electronics a big ticket product category, but it also has many environmental impacts that span the entire product lifecycle from manufacture to use to end of life.

This chapter discusses the following electronics and ancillary products:

- Computers (desktops, laptops, tablets)
- Displays (monitors)
- Imaging equipment (printers, copiers, multi-function devices, scanners, fax machines, etc.), Servers
- Toner and ink cartridges

This chapter describes best practices cities can undertake to procure, operate, and manage electronic equipment in order to:

- Reduce energy and paper consumption;
- Prevent indoor air pollution and toxic chemical exposures;
- Save money and reduce manufacturing impacts through printer/copier consolidation and electronic equipment upgrades and reuse;
- Reduce environmental and economic impacts by choosing high-yield and remanufactured toner/ink cartridges, rechargeable batteries, and other ancillary products;
- Ensure electronic equipment is safely managed at the end of its useful life; and
- Minimize difficult-to-recycle packaging waste

SUSTAINABILITY HOT SPOTS FOR ELECTRONICS

Identifying the “hot spots” associated with the lifecycle of electronics is an important first step because it can help identify products that can reduce environmental, economic, and health impacts. The sustainability “hot spots” associated with electronics include:

- **Manufacturing impacts** such as energy consumption, water consumption, mining, and toxic chemical exposure and releases.
- **Energy consumption during use.** According to the U. S. Energy Information Administration, computers and office electronics are responsible for about 15% of a typical office building's energy use.¹²⁴ According to the U.S. Department of Energy, "ENERGY STAR-labeled computers use 30%-65% less energy than computers without this designation, depending on usage... and laptops use much less energy than desktop computers."¹²⁵ The US federal government's ENERGY STAR Program estimates that If all computers sold in the United States were ENERGY STAR certified, the savings would be:
 - *More than \$1 billion in annual energy costs per year*
 - *Approximately 15 billion pounds of annual greenhouse gas emissions, equivalent to the emissions from more than 1.4 million vehicles¹²⁶.*
- **Toxic chemical emissions during use.** Office equipment can contribute toxic air pollutants to the indoor environment. Notably, laser printers and copiers can be a source of ozone, toner particles, paper dust, volatile organic compounds (VOCs), and semi-volatile organic compounds (SVOCs) that are linked to eye, nose, or throat irritation; headaches; and fatigue. This is particularly a problem when imaging equipment is concentrated in poorly ventilated areas. Some of the chemicals emitted from electronic equipment (such as benzene, formaldehyde, dibutyl phthalate, and styrene) can cause cancer, reproductive harm, and/or asthma.¹²⁷
- **Toxic chemical emissions during use.** A typical office generates 1.5 pounds of paper waste per person each day. Using imaging equipment with auto-duplexing enabled can cut paper consumption by 40%.
- **Electronic waste.** Over 40 million tons of electronic waste (e-waste) is generated every year globally, and the amount is expected to increase – reaching approximately 50 million tons by 2018.¹²⁸ Approximately 40% of the electronics generated in the U.S. are recycled domestically. One study by the National Institute for Occupational Safety and Health (NIOSH) found workers at a U.S. recycling facility were overexposed to lead and cadmium, which was detected in air, surface, and clothing samples. As a result, some workers had elevated levels of lead in their blood.¹²⁹

¹²⁴ US Energy Information Administration, *Annual Energy Review*, September 2012;

<http://www.eia.gov/totalenergy/data/annual/showtext.cfm?t=ptb0211>

¹²⁵ US Department of Energy, *Energy Efficient Computers, Home Office Equipment and Electronics*,

<http://energy.gov/energysaver/energy-efficient-computers-home-office-equipment-and-electronics>

¹²⁶ US ENERGY STAR Program, Computers (Undated webpage);

https://www.energystar.gov/products/office_equipment/computers

¹²⁷ Lawrence Berkeley National Laboratory and California Air Resources Board, *Indoor Pollutants Emitted by Office Equipment: A Review of Reported Data and Information Needs*, January 2007

<http://www.osti.gov/scitech/servlets/purl/924853/>

¹²⁸ United Nations University, Institute for the Advanced Study of Sustainability, *The Global E-Waste Monitor 2014: Quantities, Flows and Resources*, <http://i.unu.edu/media/ias.unu.edu-en/news/7916/Global-E-waste-Monitor-2014-small.pdf>

¹²⁹ National Institute for Occupational Safety and Health (NIOSH), Centers for Disease Control, Health Hazard Evaluation Program, *Evaluation of Occupational Exposures at an Electronic Scrap Recycling Facility*, July 2014, <http://www.cdc.gov/niosh/hhe/reports/pdfs/2012-0100-3217.pdf>

Most e-waste is recycled overseas, where serious pollution problems have been documented. According to the World Health Organization, “e-waste-connected health risks may result from direct contact with harmful materials such as lead, cadmium, chromium, brominated flame retardants or polychlorinated biphenyls (PCBs), from inhalation of toxic fumes, as well as from accumulation of chemicals in soil, water and food.”¹³⁰

- **Electronic waste.** Some electronic equipment – although a shrinking percentage – is shipped in difficult-to-recycle, bulky packaging material, notably polystyrene and polyurethane foam. This adds to a jurisdiction’s waste handling and disposal costs as well as its environmental impacts.
- **Waste from imaging supplies, batteries, etc.** Hundreds of millions of toner and ink cartridges are thrown away in the U.S. each year. While some are recycled, most end up in landfills or trash incinerators. Virgin (OEM) toner and ink cartridges cost 30-60% more per copy than equivalent remanufactured models, which are widely available.

¹³⁰ World Health Organization, Children’s Environmental Health Program, *Electronic Waste*; <http://www.who.int/ceh/risks/ewaste/en/>

What is EPEAT?

The Electronic Product Environmental Assessment Tool (EPEAT) makes it easy for purchasers to evaluate, compare, and select desktops, notebooks, monitors, and imaging equipment based on their environmental attributes. EPEAT's environmental criteria cover the complete product lifecycle from design through use to recycling. The rating system was developed by a multi-stakeholder group that included manufacturers, environmentalists, purchasers, government, recyclers, and researchers.

EPEAT certification includes three increasingly stringent tiers of environmental performance: Bronze, Silver, and Gold. The ENERGY STAR standard for energy efficient computers, administered by the U.S. Environmental Protection Agency (EPA) and Department of Energy (DOE), is a required criterion in the EPEAT computer standard.

EPEAT covers three product categories:

- Computers and Displays
- Imaging Equipment
- Televisions

Standards for servers and cellular phones are currently in development.

Most EPEAT criteria apply to the characteristics of individual products and include a variety of service-related criteria including takeback and responsible recycling of products, packaging and batteries, as well as the provision of extended warranties and other support services that can significantly extend product life and reduce environmental impact.

Products are measured against both required and optional criteria. To be included in EPEAT at the Bronze level, a product must, at a minimum, meet all of the required criteria in its category. EPEAT Silver-rated products must meet all required criteria and at least 50% of the optional criteria. EPEAT Gold-rated products must meet all required criteria and at least 75% of the optional criteria.

EPEAT, which is managed by the Green Electronics Council, has a wealth of information for purchasers available on its website, including plug-and-play contract language, best practice guides, and too for calculating benefits attributable to EPEAT purchasing.

BEST PRACTICES

Best Practice #1

Form a green electronics procurement team.

A green electronics procurement team can create a sustainable electronics policy and implementation plan that includes procurement, operational, and end-of-life waste management strategies for your electronics. Generally, the team is comprised of representatives from the following departments:

- Purchasing Department
- IT Department
- Departments that are high-volume electronics end users
- Office of Sustainability
- Recycling Office

Green electronics procurement teams are typically granted the ability to make decisions and carry out the following strategies to achieve their goals:

- Address cost-savings in addition to environmental benefits
- Identify upcoming contracting opportunities for electronics and ancillary products
- Develop methods for ongoing monitoring and reporting
- Assist in bid evaluation to ensure compliance with sustainability requirements

 **San Francisco, California**, for example, created a formal Committee on Information Technology (COIT) in its 2008 *COIT Green Information Technology Procurement Policy*. The policy outlined the City's green electronics procurement goals and clarified that IT equipment would be managed by the COIT.

Best Practice #2

Create a green electronics policy.

In the wake of significant media attention on the global problems associated with the manufacture and disposal of electronic equipment, many local governments have adopted green electronics policies. Some jurisdictions create stand-alone green electronics policies that set high-level sustainability goals while others incorporate green electronics procurement language into sustainable procurement policies or broader sustainability policies.

An effective green electronics policy typically mandates several procurement actions that will help the municipality meet its sustainability goals, including:

- Clarifying the roles and responsibilities of the green electronics procurement team and other staff;
- Setting high-level goals for reducing the environmental, health, and social impacts of electronics including energy, greenhouse gas emissions, and waste reduction targets;
- Identifying credible sustainability standards for (some or all) electronic equipment – often referencing EPEAT or ENERGY STAR – or establishing a process by which sustainability standards will be developed;
- Committing to handling electronic waste using strict standards (such as requiring recyclers to be certified by a third-party certification organization such as E-Stewards or R2); and
- Instituting reporting requirements to assess the extent to which the policy is being implemented and the resulting environmental and financial benefits.

Some green electronics policies go further and prescribe specific actions the jurisdiction will take to improve the sustainability of its electronic equipment, such as:

- Promoting the use of multi-function devices (MFDs) that can replace printers, copiers, scanners, and fax machines with one piece of equipment;
- Setting paper reduction goals and prescribing actions to meet those goals such as requiring copiers and printers to be equipped and set up to print double-sided;
- Requiring vendors to take back electronic equipment (or at least offer recycling services);
- Discouraging vendors from offering electronic equipment in difficult-to-recycle packaging;
- Mitigating the environmental impacts of servers through the procurement of highly energy-efficient data storage systems and virtual (cloud-based) data storage services; and
- Promoting the use of remanufactured and/or high-yield toner cartridges.

Case Study: Madison, Wisconsin's Electronics Procurement Policy

Madison, Wisconsin's *Policy for the Procurement and Disposal of Electronic Products*, issued in 2009, formally established the City's e-Procurement and e-Waste Management Program. It also outlined purchasing procedures and sustainability standards for electronic equipment as well as electronic waste recycling and disposal services:

All purchases and leases of electronic equipment must be approved by Information Technology and Purchasing to ensure that only approved, standardized equipment is procured. The City will maintain a sustainable system of e-procurement that is concerned with the acquisition of electronic products that meet the most preferable environmental, social and economic standards in accordance with the EPEAT and Energy Star environmental criteria.

*The City will utilize only approved recycling companies that operated under the highest environmental standards to ensure comprehensive security destruction procedures and maximum e-waste recycling, recovery and resale processes. These companies shall comply with the most rigorous criteria consistent with current international e-waste laws, standards and definitions for sustainable and socially just electronics recycling operations as outlined by Information Technology & Purchasing.*¹³¹

Case Study: San Francisco, California Commits to Buying EPEAT Gold Electronics

After learning that approximately 20-25% of their commercial building energy use is attributable to computers and other information communication technology, San Francisco adopted several policies

¹³¹ City of Madison, Wisconsin, *Policy for the Procurement and Disposal of Electronic Products*, April 2009; <https://www.cityofmadison.com/mayor/apm/4-7.pdf>

committed to purchasing green electronics.¹³² San Francisco's *COIT Green Information Technology Procurement Policy*, passed in 2008, states that government agencies will purchase, to the greatest extent feasible, information technology that:

- “Contain minimum levels of toxic components,
- Operate with the highest energy efficiency,
- Maximize product longevity,
- Is designed to facilitate recycling at the end of product life, and with maximum use of recycled and recyclable materials,
- Require minimal packaging with maximum recycled and recyclable content,
- Promote extended producer responsibility for manufacture and disposal, and
- Have the smallest possible climate change footprint.”

In 2009, San Francisco issued *COIT/SF Approved Environmentally Preferable Purchasing Requirements for Personal Computers and Servers*, contained a more stringent procurement requirement that “all personal computers, notebook computers and monitors purchased by City departments shall meet the EPEAT Gold standard.” It also required its servers to meet ENERGY STAR standards.

Then, recognizing the energy efficiency, reliability, and security benefits of using virtual servers, in 2010, COIT issued a *Virtual First Server Procurement Policy* “meant to encourage departments that have not adopted a virtualization strategy to do so and to encourage departments that that have begun to virtualize servers to continue to expand this effort.” This policy states, “when issuing requests for information, proposals, quotes or any other solicitation for technology solutions that include a server or storage, departments and the Office of Contract Administration shall require potential vendors to state whether their applications and systems are certified and/or supported in a virtualized environment.”

Several USDN cities and counties have incorporated green electronics policy language into their existing environmentally preferable purchasing (EPP), sustainable procurement, or sustainability policies. Typically, green electronics language in existing policies directs the jurisdiction to purchase EPEAT-registered electronic equipment and responsibly manage its electronic waste. For example:

-  **San Jose, California's** 2012 *Environmentally Preferable Purchasing Policy (EP3)* directs City employees to “procure environmentally preferable goods and services that meet environmental product standards established by governmental or other widely recognized authorities. Examples include...EPEAT for IT equipment.”
-  **Phoenix, Arizona's** *Environmentally Preferable Purchasing (EPP) Policy* directs City employees to buy “products... registered as bronze or better under the Electronic Products Environmental Assessment Tool (EPEAT) meet rigorous environmental standards for reduced

¹³² San Francisco Department of the Environment Press Release: “Mayor Aims to Green City’s Information Technology,” February 2008; <http://sfenvironment.org/news/press-release/mayor-aims-to-green-citys-information-technology>.

toxicity and should be selected, whenever available.”¹³³ It also directs City employees to use environmentally responsible recycling services for electronic equipment, stating:

*Vendors and services with take-back programs (e.g. carpet or computer take-back programs) used by the city shall adequately demonstrate responsible recycling programs. Responsible recycling programs for electronics can be demonstrated by certification or compliance with a voluntary electronics recycling standard such as e-Stewards Standard for Responsible Recycling and Reuse of Electronic Equipment, EPA’s Plug-in to e-Cycling: Guidelines for Materials Management, or an ISO 14001 environmental management system.*¹³⁴

Several cities have also adopted policies that discourage the purchase of products that contain conflict minerals. For example, in 2011, **Pittsburgh, Pennsylvania**, became the first U.S. city to call on “electronic companies and other industries to take the necessary steps to remove conflict minerals from their supply chain” and “when available, favor verifiably conflict-free products.”¹³⁵

State Electronics Challenge Partnership Agreements

Another way local governments can commit to purchasing green electronics and managing their electronic waste responsibly is by signing a partnership agreement with the State Electronics Challenge (SEC) Program, which is open to local governments as well as states.¹ Several USDN members (e.g., Denver and Fort Collins, Colorado; Providence, Rhode Island; and Tacoma, Washington) have utilized SEC Program resources and won awards for their exemplary efforts.

The SEC encourages local governments and other public entities to responsibly manage office equipment by:

- Purchasing greener office equipment;
- Reducing the impacts of these products during use; and
- Managing obsolete electronics in an environmentally safe way.

The SEC provides model policy language and other resources to help its partners become leaders in addressing the challenges posed by electronics.

Best Practice #3

Develop a green electronics procurement implementation plan.

A green electronics procurement implementation plan identifies important steps your jurisdiction intends

¹³³ City of Phoenix, *Environmentally Preferable Purchasing Policy*, January 26, 2012; <https://www.phoenix.gov/oepsite/Documents/070520.pdf>.

¹³⁴ Ibid.

¹³⁵ City of Pittsburgh, *Proclamation 2011-1639*, April 19, 2011; <https://pittsburgh.legistar.com/LegislationDetail.aspx?ID=873982&GUID=53DB676C-7643-4948-A56D-6731D4925634>

to take to make meaningful progress toward meeting its policy goals. Developing a green electronics implementation plan typically involves the following steps:

- **Evaluating your jurisdiction’s electronic equipment “fleet,”** including types and quantities of machines used, their energy consumption, and other sustainability attributes. This information can be gathered from vendor reporting requirements and/or departmental surveys. This will serve as your baseline evaluation to help guide your implementation plan.
- **Reviewing existing electronic equipment contracts** to determine how these products have been purchased (or leased) and when price agreements are expiring (and therefore will need to be re-bid). Encourage IT vendors to provide historic spend data and assess whether products offered are in compliance with your green electronics policy.
- **Evaluating your jurisdiction’s electronic product reuse and waste management procedures** to ensure that they are protecting human health and the environment as well as minimizing liability risks through proper data destruction.
- **Conducting total cost of ownership (TCO) analysis** once bids are submitted to determine which electronics models are likely to cost your jurisdiction the least over the expected life of the product. Important costs to consider include electricity costs (based on expected usage), replacement cost (based on each product’s “life expectancy”), and end-of-life costs (which may be included with the vendor’s bid). When comparing imaging equipment, it is also important to estimate the cost of toner or ink (which will vary by model) and paper (which will be reduced if the equipment can email documents and automatically print double-sided).

The U.S. EPA’s Federal Electronics Challenge has developed a basic TCO Calculator Tool, which enables users to compare the costs of different options for IT asset management with an emphasis on decisions that may have an environmental impact.¹³⁶

- **Identifying opportunities to consolidate printers** into a networked solution. According to the ENERGY STAR program, offices can lower their printing costs substantially by eliminating inkjet and other high-cost printers, sharing workgroup printers, and using multi-function devices (MFDs) instead of individual printers, copiers, fax machines, and scanners. According to ENERGY STAR, “most organizations can achieve a ratio of one device (typically a networked multifunction device) per 10 or more users. Benefits include lower costs for hardware, consumables (paper, ink and toner), electricity, and maintenance.” Representative savings run between 30 and 40 percent and can range as high as 60 percent.”¹³⁷

Your plan may also describe specific initiatives designed to phase-out single-function devices, move toward server virtualization, or reduce paper consumption.

Case Study: Alameda County, California’s Desktop Printer Reduction Project

¹³⁶ http://www2.epa.gov/sites/production/files/fec/resources/tco_tool.xlsx

¹³⁷ US Environmental Protection Agency, ENERGY STAR Program, *More IT Energy Saving Tips: Consolidate Printers*, https://www.energystar.gov/products/low_carbon_it_campaign/more_it_energy_saving_tips

In December 2013, Alameda County solicited bids for leasing multi-function devices (MFDs) aimed at addressing environmental issues that result from the production and operation of these devices. The County researched the costs and benefits of MFDs and determined that it could save money and better meet its sustainability goals by transitioning away from the procurement of single-function electronics toward the use of MFDS. The County reduced its desktop printers by 70%, which saved them \$7,000 annually from energy savings from eliminating redundant equipment, lower ink/toner costs, and avoided maintenance costs.¹³⁸

This bid solicitation “included requirements for energy efficiency, indoor air quality and avoidance of hazardous materials, as well as an option to require EPEAT certified equipment to promote environmental leadership standards in imaging equipment” and required approved vendors to participate in “equipment set-up, reporting and staff training to reinforce the County’s commitment to duplex printing and energy conservation.”

Best Practice #4

Assess current green electronics purchasing practices.

A crucial early step in creating your sustainable electronics plan is identifying which contracts are currently in place for electronics. Electronics may be purchased through purchase orders or price agreements with specific manufacturers, on contracts for IT or communications equipment, or on broader contracts for office supplies. Cities may also have service agreements for computer leasing or electronic waste recycling.

Incorporating specifications into a new or existing contract can take time. You should allow at least 4-6 months prior to a contract’s expiration to review and develop new contract terms.

Steps for assessing your green electronics purchasing practices include:

- Reviewing existing contracts to identify upcoming sustainable procurement opportunities;
- Identifying renewal/bid dates and how contracts are developed (e.g., RFP, ITB, etc.); and
- Conducting a spend analysis to determine volumes of both conventional and green electronics purchased.

Best Practice #5

Adopt green electronics specifications and procedures.

Jurisdictions might create new bid solicitations that require compliance with sustainability specifications or standards (notably EPEAT or ENERGY STAR), or they might award points in the RFP process to vendors that offer more certified products, or products certified at a higher level (e.g., EPEAT Gold). Jurisdictions might also add EPEAT-registered or ENERGY STAR-certified products to their market basket or core bid list.

¹³⁸ Alameda County, California. <https://www.acgov.org/sustain/what/wastereduction/print.htm>

If electronics are purchased using multiple contracts or various (decentralized) procurement methods, develop bid solicitation templates that reference your specifications that purchasing agents can use when they are developing individual purchasing orders.

When developing bid solicitations for computers, monitors, and notebooks/tablets, create bidder survey questions, product pricing sheets, bid evaluation criteria, vendor reporting templates, and other bid solicitation documents that:

- Require ENERGY STAR-rated and EPEAT-registered products, with preference for products registered at higher tiers.
- Require that the ENERGY STAR power management features are enabled;
- State whether there are any optional EPEAT criteria that are required or will be awarded points in your bid evaluation process (such as additional energy or toxics reduction requirements);
- Require or give preference to models that are not packaged in polystyrene or other difficult-to-recycle packaging; and
- Require or give preference to vendors that offer electronic equipment takeback services.¹³⁹

It should be noted that since the EPEAT standard for computers, monitors, and laptops is relatively mature, approximately two-thirds of the more than 1600 products are registered at the gold level. Over half of the 1145 EPEAT models registered for sale in Canada are also EPEAT Gold. Therefore, jurisdictions can feel comfortable setting their specification at the EPEAT gold level. Furthermore, the EPEAT registry lists all of the required and optional criteria each product meets, making it easy to require or give preference to specific criteria.

If your jurisdiction has long-term contracts that were recently re-bid, there may be opportunities to block products that are not on the EPEAT Registry or ENERGY STAR list, especially when products on those lists are also offered. Another strategy to green an existing contract is to require vendors to clearly label all EPEAT-registered and ENERGY STAR-certified equipment that is offered – although prohibiting vendors from selling non-listed products has proven to be more effective.

🔗 In order to prevent the purchase of non-compliant computer equipment, some cities such as **Palo Alto, California**, prevent City staff from purchasing it using petty cash.

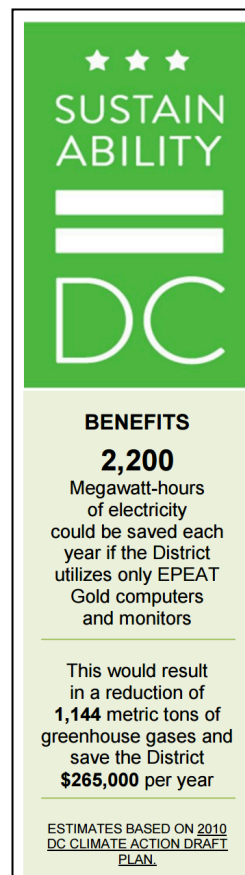
🔗 **Case Study: Washington, D.C., Requires Its New Computers and Monitors to Meet the EPEAT Gold Standard**

After determining that 2,200 megawatt-hours of electricity could be saved each year if it utilized only EPEAT Gold computers and monitors, the District of Columbia adopted a specification requiring all computer equipment to be registered EPEAT Gold. The District's *Environmental Specification*

Guidance for Computers and Monitors also requires vendors to fill out a reporting template verifying that all models sold on the contract comply with this specification.¹⁴⁰

When developing bid specifications for imaging equipment (e.g., multi-function devices, copiers, printers, and scanners):

- Require products to be EPEAT Silver registered or higher;
- Require products to be shipped with energy management systems (sleep/standby) modes enabled;
- Require duplex printing capability and that equipment be shipped with the double-sided printing function enabled;
- Consider requiring additional optional EPEAT criteria (e.g., requiring all lights to be mercury-free (LEDs);
- Consider requiring the equipment to use toner or ink cartridges with a minimum page count to reduce operational costs; and
- Consider blocking desktop printers from contracts.
- Require vendors to clearly label all products with environmental attribute in the contract ordering portal as well as in promotional materials so that buyers can easily identify them. If both green and non-green products are offered on your contracts, require vendors to clearly label EPEAT-registered and ENERGY STAR-certified products.



Washington, DC's specifications for imaging equipment (i.e., printers, copiers, and multi-function devices) includes following requirements:

- Must default to duplex printing AND
- Must have no restrictions on remanufactured toner cartridges AND either
- EPEAT Registered OR
- ENERGY STAR + RoHS-compliant + Provision for take-back service **MUST** be offered

¹⁴⁰ District of Columbia Office Contracting and Procurement, *Environmental Specification Guidance for Computers and Monitors*, October 2014, http://ocp.dc.gov/sites/default/files/dc/sites/ocp/page_content/attachments/Co_guidance.pdf

Best Practice #6

Address end-of-life management in your contracts.

After strategically purchasing the “best” devices and optimizing their utilization in order to refurbish and reuse in-house, you reach the point where devices are no longer useable in your jurisdiction. Next steps, outlined by the Sustainability Roadmap for Hospitals and the Green Electronics Council in their publication *Lifecycle Management of Electronics from Procurement to Disposal*, include:

- **Erase data and sanitize equipment.** *Track devices in asset management system. (If using an outside vendor, they may provide this service as part of your contract.)*
- **Donate usable equipment to a reputable reuse organization.**
- **Utilize end of life services from your vendors** *if you negotiated these as part of your purchase contract.*
- **Establish a service contract with a third party asset disposition vendor** *(or your manufacturer vendor’s take-back division) that supports the full spectrum of end of life activities – redeployment, refurbishment and reuse, sale and donation, harvesting of saleable parts, and recycling.*
 - *e-Stewards Standard for Responsible Recycling and Reuse of Electronic Equipment®(e-Stewards), and Sustainable Electronics Recycling International (SERI)/R2 set standards and provide certificates to electronics recyclers globally.*
 - *EPEAT requires that all registered products have manufacturer takeback and recycling that meet specific best practices, and approves standards that qualify, including R2 and eStewards.*
 - *Sustainable Electronics Recycling International sets standards and provides certificates to electronics recyclers for the R2 standard.*
- **Require asset tracking and reporting** *by all asset disposition and recycling service vendors to ensure management through certified recyclers and confirmation of appropriate final disposition of all discarded electronics.*
- **Understand the issues around electronics recycling.** *Improper disposal is a serious health and environmental concern. Released in 2015, the National Institute of Environmental Health Sciences’ comprehensive report E-Waste and Harm to Vulnerable Populations: A Growing Global Problem is a great resource.*
- **Consider disposal attributes that are important to track** *during the contracting and ongoing management program. Attributes will help identify the success or concerns about the program, so that corrections can be implemented.*

- *Educate staff about all electronics recycling.*¹⁴¹

Identifying Certified Recyclers

There are currently two accredited certification standards for electronics recyclers in the U.S.: e-Stewards Standard for Responsible Recycling and Reuse of Electronic Equipment (e-Stewards) and [Responsible Recycling \(R2\) Practices](#) (R2).

Both e-Stewards and R2 provide the following benefits:

- Advance best management practices
- Offer a way to assess the environmental, worker health, and security practices of entities managing used electronics
- Based on strong environmental standards that maximize reuse and recycling, minimize exposure to human health or the environment, ensure safe management of materials by downstream handlers, and require destruction of all data on used electronics

Certified electronics recyclers have demonstrated through audits and other means that they continually meet specific high environmental standards and safely manage used electronics. Once certified, continual oversight by the independent accredited certifying body holds the recycler to the particular standard.

Best Practice #7

Establish a paper reduction policy and procurement practices.

Each employee in a typical office uses 10,000 sheets of paper every year– and generates about 1.5 pounds of waste paper each day.¹⁴² Consumption of paper from unnecessary print jobs – or the creation of single-sided copies – has avoidable environmental and economic impacts. The manufacture of paper – particularly from virgin materials (usually trees) – uses significant amounts of energy, water, and chemicals and contributes to local pollution and global deforestation problems.

Buying electronic equipment and print management software that make it easier to complete tasks using less paper is an important component of a sustainable electronics purchasing program. Below are some recommended procurement strategies you can use to reduce paper consumption:

- Include a paper reduction goal in your green electronics policy and plan.

 **Seattle, Washington**, for example, created a *Paper Cuts program* that has reduced its copy paper consumption by 40%, which enabled the City to cost-effectively purchase 100% recycled

¹⁴¹ Sustainability Roadmap for Hospitals and the Green Electronics Council. *Lifecycle Management of Electronics from Procurement to Disposal*. http://www.epeat.net/documents/purchaser-resources/PIM_Healthcare_Electronics.pdf

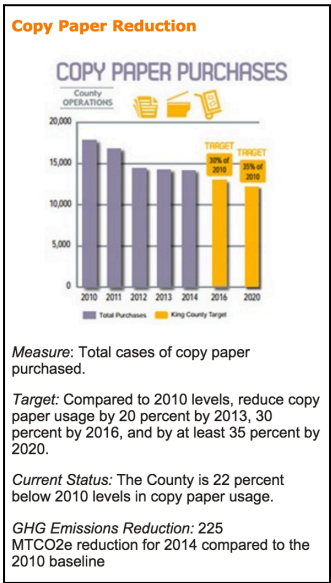
¹⁴² Federal Electronics Challenge, The Benefits of Auto Duplexing, September 12, 2013; https://www.epa.gov/sites/production/files/2013-09/documents/fec_automatic_duplexing.pdf

copy paper.

- Choose imaging equipment (particularly MFDs) that can easily scan documents to email or document storage.
- Require all printers, copiers, MFDs to have built-in capacity to do double-sided printing and set the equipment to default to duplexing.
- Choose vendors that can demonstrate that their imaging equipment works reliably with double-sided printing and copying (as well as with recycled-content paper).

 **Case Study: King, County Washington’s Paper Reduction Initiative**
King County set a 20% reduction paper goal (2013 v. 2010) and achieved a 22% reduction in paper use, saving \$210,000 annually and reducing GHG emissions by 225 MT-CO2e. Some of the strategies they used include establishing a duplex printing standard, implementing paperless office practices, and only buying copy paper that has 30-100% postconsumer recycled content.

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Best Practice #8

Purchase ancillary IT products that offer environmental, health, and economic benefits.

Ancillary IT products include toner and ink cartridges, power supplies, thumb drives and other storage devices, batteries, and other products that are needed to operate electronics. It is important to include these types of products in your sustainable electronics purchasing program in order to maximize environmental and financial benefits.

One of the highest-spend items on a local government’s office supplies contract is toner cartridges. Although free manufacturer-financed recycling programs are readily available, millions wind up in landfills and trash incinerators every year – contributing to air, water, and land pollution. Toner cartridges are largely made of plastic, which is derived from petroleum, a non-renewable resource. Cities and counties can reduce their toner and ink cartridge waste – and save money – by:

- Choosing imaging equipment that uses toner or ink cartridges with a relatively high capacity so that fewer cartridges are needed over time. This can be included in a total cost of ownership (TCO) analysis.
- Buy toner and ink cartridges labeled “high-yield,” which typically contain 2-3 times more toner or ink than equivalent standard yield cartridges. High-yield toner and ink cartridges, which often are labeled with a HY, X, XL, or LL in their ordering code cost less (on a per-page basis), but are often overlooked because they have a higher initial cost. They also prevent transportation,

¹⁴³ King County, Washington. <http://your.kingcounty.gov/solidwaste/wasteprevention/office-paper-reduction.asp>

packaging, and waste impacts.

- Purchase remanufactured toner cartridges (using strict performance standards).
- Look for ink and toner cartridges with high levels of recycled content (at least 50% total recycled content or 30% post-consumer recycled content) in order to “close the loop.”
- Consider toner and ink cartridges that are on the USDA’s list of BioPreferred products; they contain at least 20% plant-based toner or ink, which reduces petroleum consumption and may have lower chemical emissions during use.¹⁴⁴
- Require (or give preference to) vendors that offer free takeback programs for spent toner and ink cartridges – particularly if they offer rebates or credits returned cartridges.

Case Study: King County, Washington, Saves Over \$100,000/Year by Using Remanufactured Toner Cartridges

For over 25 years, **King County, Washington**, has been a national leader in the procurement of remanufactured toner cartridges, which it purchases from local remanufacturing companies as a way to support the local green economy. The County attributes program’s success to pilot tests and imposing stringent performance requirements on these products (i.e., equivalent to OEM cartridges). Below is an excerpt

from a fact sheet King County’s Environmental Purchasing Program created to showcase the results and lessons learned from this long-term successful sustainable procurement initiative:



King County has purchased remanufactured toner cartridges for laser printers, fax machines and ink-jets since 1991. Cartridges supplied under contract must meet original equipment manufacturers (OEM) standards and provide full performance guarantees. The County’s specifications require spent cartridges to be remanufactured and all components to be recycled when their useful life is over, reducing the landfill disposal of hazardous material. In 2015, the County purchased 1,458 remanufactured cartridges. These purchases saved an estimated \$104,000. The cost of recycled cartridges varies, but is usually 30 to 50 percent less than the cost of new cartridges.¹⁴⁵

¹⁴⁴ USDA BioPreferred Product Catalog; <https://www.biopreferred.gov/BioPreferred/faces/catalog/Catalog.xhtml>

¹⁴⁵ King County, *Green Purchasing Guides: Recycled Toner Cartridges*, June 2016; http://www.kingcounty.gov/~media/depts/finance/procurement/Documents/Environmental/EP_Products_Toner.ashx?la=en

Best Practice #9
Track and report results.

Green electronics are one of the easiest categories of products to track, particularly when the purchasing decisions were approved by a single entity (such as the jurisdiction’s IT, finance or procurement department) or the products were purchased on a centralized contract.

As a first step, some jurisdictions work off of the baseline analyses they have conducted during the development of their implementation plan to understand the benefits of altering the types of devices and equipment they are purchasing.

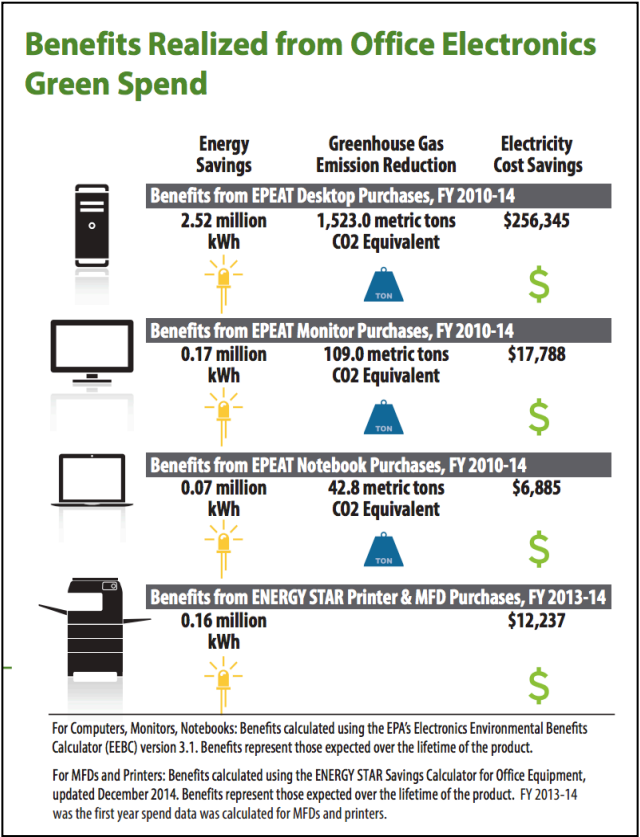
Municipalities that track their purchases of green electronics typically start by calculating the dollar amount and percentage of electronics that meet their environmental specifications. This often means the product is on the EPEAT registry and/or the ENERGY STAR list.

✎ For example, in its February 2015 *Green Spend Snapshot*, **Portland, Oregon**, detailed the amount and the percentage it spent on desktops, monitors, notebooks, tablets, multi-function devices, and printers in FY 2013-14. (See table to right for details.)¹⁴⁶

Portland used calculators developed by the EPEAT and ENERGY STAR programs to estimate the amount of electricity it reduced, as well as the dollars it saved and greenhouse gas emissions it reduced by purchasing energy-efficient computer and imaging equipment. (See table right.)¹⁴⁷

As with other sustainable purchasing initiatives, the benefits of purchasing sustainable electronics are most clearly communicated if they are tangibly measured and reported. In the case of electronic products, a good place to start is information provided by manufacturers on energy and resource efficiency in production and use of their products; however, the most impactful measurement is that which is conducted by the jurisdiction itself.

In the case when use of the devices is managed or monitored centrally (e.g., managed print services) there are opportunities for the IT department to easily measure progress in reducing paper and ink or toner usage.



¹⁴⁶ City or Portland Procurement Services, *Green Spend Snapshot*, February 2015, <http://www.portlandoregon.gov/bfrs/article/522477>

¹⁴⁷ Ibid. City or Portland Procurement Services, *Green Spend Snapshot*, February 2015, <http://www.portlandoregon.gov/bfrs/article/522477>

In other cases, the number (or weight) of products such as batteries or toner cartridges that were purchased can be tracked. Municipalities can also measure reduced environmental impacts through responsible recycling.

Finally, the jurisdiction might perform an energy analysis before and after procuring new electronic equipment and/or implementing new protocols on the use of energy management systems.

Case Study: San Francisco, California Wins EPEAT Purchasing Award For Excellence in Procurement of Sustainable Electronics

Over their lifetime, compared to products that do not meet EPEAT criteria, the 6,285 EPEAT-registered electronics purchased by the City and County of San Francisco in 2015 will result in:

- Reduction in use of primary materials by 1,072 metric tons, equivalent to the weight of 30 tractor-trailer 18-wheelers;
- Avoidance of the disposal of 6,78kg hazardous waste, equivalent to the weight of 55 refrigerators;
- Elimination of the equivalent of 22 U.S households' annual solid waste – 41.7 metric tons



EPEAT's requirement that registered products meet the latest ENERGY STAR specifications means these products will consume less energy throughout their useful life, resulting in:

- Savings of over 3 million kWh of electricity – enough to power 239 U.S. homes for a year
- Avoidance of 4,839 kilograms of water pollutant emissions
- Reduction of more than 510 metric tons of greenhouse gas emissions – equivalent to taking 239 average U.S passenger cars off the road for a year - \$313,320 in energy cost savings.

 **King County, Washington** tracks its green purchases of key commodities, including computers. By tracking the number of EPEAT and ENERGY STAR computers, King County was able to measure the cost savings within that product category, which in 2011 amounted to \$91,875. This tracking and reporting effort strengthens the case for the future purchases of third-party certified products in this product category.

ADDITIONAL RESOURCES

- Buyers Laboratory, Inc. (BLI) lists environmental features and equipment options of imaging equipment: <http://www.buyerslab.com>
- ENERGY STAR Product Finder allows users to search for certified products and compare their features: <https://www.energystar.gov/productfinder/product/certified-computers/results>
- Environmental Paper Network Paper Calculator allows users to compare different types of paper for environmental benefits and paper savings: <http://c.environmentalpaper.org/home>
- EPEAT Registry: <http://ww2.epeat.net/searchoptions.aspx>

- The Federal Electronics Challenge helps federal agencies and facilities in the US meet their federal electronics stewardship requirements: <https://www.epa.gov/fec>
- *Responsible Purchasing Network Purchasing Guide for Imaging Equipment*:
http://www.responsiblepurchasing.org/purchasing_guides/imaging_equipment/naspo_rpn_imaging_equipment_purchasing_guide.pdf
- Sustainable Purchasing Leadership Council Guidance 2.0 (requires member login):
<https://www.sustainablepurchasing.org/guidance/>

Chapter 9: Sustainable Procurement in Action: Vehicles and Fleet Maintenance Products

This chapter focuses on sustainable procurement policies and practices for vehicles and fleet maintenance products. It describes several best practices cities and counties can undertake to procure sustainable vehicles in order to reduce fuel consumption and prevent tailpipe emissions, while saving money.

INTRODUCTION: WHY SWITCH TO A GREENER FLEET?

Local governments own a variety of fleet vehicles, and are typically responsible for fueling and maintaining them. Growing concerns about climate change are causing many cities and counties to “green” their fleet in order to show leadership on climate protection since vehicles are one of the largest contributors of greenhouse gas emissions in urban areas. Collectively, cars and trucks make up one fifth of all GHG U.S. emissions.¹⁴⁸ Some municipalities have attempted to quantify the environmental, health and economic impacts associated with their fleet vehicles. **Alameda County, California**, for example, reported in its 2010 *Climate Action Plan* that its fleet vehicles accounted for 12% of the total greenhouse gas emissions associated with its county operations and services.¹⁴⁹

In addition, fossil fuel-powered vehicles cause other serious public health risks. According to the City of New York, “In addition to GHGs, on-road vehicles emit particulates and other air pollutants such as nitrogen and sulfur oxides (NOx and SOx). These air pollutants are detrimental to public health (increasing premature mortality and the number and severity of asthma and cardiovascular disease), as well as the economy (as poor health causes New Yorkers to miss work and school).”¹⁵⁰

Increasingly, municipal governments are choosing to downsize their fleet, replace older vehicles with fuel-efficient and low-emitting vehicles, utilize car-sharing and mass transit services, and installing vehicle tracking systems. They are doing so in order to meet their sustainability goals of reducing non-renewable fuel consumption and preventing air pollution (including emissions of greenhouse gases, diesel particulates and other contaminants), while saving money. Some are going even further to protect human health and the environment by implementing a comprehensive green fleet program, which may also involve purchasing low-rolling resistance tires, re-refined motor oil, and certified low-toxicity vehicle cleaning products and other environmentally preferable fleet maintenance products.

¹⁴⁸ Union of Concerned Scientists: *Car Emissions and Global Warming*, <http://www.ucsusa.org/clean-vehicles/car-emissions-and-global-warming>

¹⁴⁹ Alameda County, *2010 Climate Action Plan for Government Services and Operations Through 2020*, https://www.acgov.org/sustain/documents/climateactionplan_executivesummary.pdf

¹⁵⁰ *New York City Clean Fleet*, 2015; <http://www1.nyc.gov/assets/sustainability/downloads/pdf/publications/NYC%20Clean%20Fleet.pdf>

This chapter discusses the following vehicles and associated operation and maintenance products that can be included in a municipal green fleet procurement program.

- Light-Duty Vehicles (e.g., passenger cars, police cars)
- Medium-Duty Vehicles e.g., vans)
- Heavy-Duty Vehicles (e.g., buses, refuse trucks)
- Fuels
- Charging and Fueling Station Infrastructure
- Equipment with Two-Stroke Engines (e.g., lawn movers, boats, leaf blowers)
- Motorcycles
- Bicycles
- Auto Parts (e.g., tires, wheel weights, brake pads, lights)
- Lubricants (e.g., motor oil, penetrants)
- Coolants (e.g., anti-freeze and refrigerants)
- Batteries
- Other Fleet Maintenance Chemicals (e.g., vehicle wash/wax, degreasers)

The environmental and health benefits associated with a green fleet procurement program are compelling:

- Purchasing low-emitting vehicles can help municipalities comply with federal and/or state air pollution laws by lowering the amount of conventional air pollutants (that contribute to acid rain and smog) as well as diesel and hazardous air pollutants (that can contribute to asthma, lung cancer and heart disease).
- Choosing fuel-efficient vehicles, tires and vehicular equipment such as GPS and anti-idling technology, reduces consumption of petroleum, a non-renewable resource that causes environmental pollution problems when it is drilled, refined and burned in combustion engines.
- Transitioning to electric vehicles (particularly those powered with renewable energy) can prevent air pollution and consumption of petroleum and other fossil fuels, particularly in areas that generate electricity with a high percentage of renewable energy.
- Utilizing lo-toxicity fleet maintenance products can prevent human and environmental exposures to toxic chemicals such as lead in wheel weights, mercury in vehicle lights and switches, solvents in parts washing operations, endocrine disrupting chemicals in vehicular cleaning products, and copper in brake pads.

Municipal green fleet programs – which typically have an emphasis on changing the purchasing practices of fleet managers – are becoming increasingly popular for several reasons. Not only can they yield immediate and measurable environmental benefits, they also can protect the health of municipal employees, help the jurisdiction come into compliance with increasingly stringent federal and state air pollution laws, and save money.

Local governments are finding that they can save money immediately by downsizing their fleet, particularly when they retire aging vehicles. Fewer vehicles translate into lower maintenance, parking

and insurance costs. A green fleet procurement strategy that is gaining momentum – because it yields immediate cost savings – is negotiating contracts for car-sharing services and technologies. Municipalities can also save money over time by improving the fuel efficiency of their vehicles. The availability of federal and state subsidies for electric vehicles and other clean vehicle technologies also helps offset the high upfront costs.

Another incentive for local governments to undertake a green fleet program is to gain recognition and, in some cases, awards. Cities and counties across the US can receive a 100 Best Fleets Award and, starting in 2017, a national Green Fleets Award for deploying alternative and renewable fuels, idle-reduction measures, fuel economy improves, and emerging transportation technologies.¹⁵¹

BEST PRACTICES

Best Practice #1

Form a green fleet procurement team.

The creation and ongoing engagement of a Green Fleet Teams are often the foundation of an effective green fleet procurement program. The Team sets direction, implements the Green Fleet Procurement Policy, and provides feedback on progress. Harnessing the knowledge of the people using and maintaining the fleet will result in a successful program.

Green Fleet Teams focused on procurement often include a wide range of individuals and departments responsible for fleets and procurement strategies. Generally, the team is comprised of representatives from the following departments.

- Fleet Managers
- Environmental Health Representatives
- Finance Manager
- City Council Members
- Office of Sustainability
- Managers or representatives from Public Works, Aviation, Safety, Parks and Recreation
- Purchasing Department

Green fleet procurement teams are typically granted the ability to make decisions and carry out the following strategies to achieve their goals:

- Address cost-savings in addition to environmental benefits
- Identify upcoming contracting opportunities for vehicles and accessories
- Develop methods for ongoing monitoring and reporting

Case Study: Denver Establishes a Green Fleet Committee

The City and County of Denver, Colorado created a Green Fleet Committee that carries out the green fleet goals of the Office of Sustainability, including:

- Increasing the average fuel economy of the fleet
- Increasing the number of hybrid, alternative fuel, and fuel-efficient vehicles in the fleet

¹⁵¹ Green Fleet Awards: 2015, http://www.the100bestfleets.com/gf_winners_2015.htm

- Minimizing the total vehicle miles traveled (VMTs) by employees using fleet vehicles

Denver's Green Fleet Committee meets regularly and is responsible for setting policy and monitoring progress to ensure that the City's green fleet policies are being implemented.¹⁵² The Office of Sustainability established the Committee and set initial goals for greening Denver's fleet. Initially, the Committee was tasked with replacing older vehicles with more sustainable choices. Financial incentives were put in place to encourage departments to participate in the vehicle retirement program, including returning 20 percent of the vehicle's replacement cost and one year's operation and maintenance to the department. The Green Fleet Committee is also responsible for tracking fleet data (including fuel consumption and emissions). It reports annually and recently developed an anti-idling policy for the City's fleet.

Case Study: Nashville's Fleet Advisory Committee Guides Regional Green Fleet Program

The Nashville Fleet Advisory Committee was formed to help diversify the types of fuel used by the fleet. Other goals of the Committee include decreasing fleet vehicle emissions and support regional economic activity. In order to meet these goals, the Committee was tasked with developing a Metropolitan Government Green Fleet program, identifying priority replacements in the Metro fleet, and expanding the City's use of electric vehicles, hybrids and bio-diesel. "In June 2012, leveraging a Department of Energy grant, Nashville completed installation of more than 30 electric vehicle (EV) charging stations in targeted parks, community centers and public facilities to encourage electric vehicle usage in Nashville and Middle Tennessee. This regional green fleet program is part of a larger *Together Making Nashville Green Program*..¹⁵³

Case Study: Ann Arbor's Green Fleet Team Develops Vehicle Procurement Policies and Procedures

The City of Ann Arbor, Michigan maintains a Green Fleet Team that is appointed by the City Administrator. The Team includes representatives from Environmental Coordination Services, Finance and Administrative Services, Safety Services, Community Services, and Public Services. According to the City's Green Fleet Policy, "The function of the Team shall be to develop and monitor policies and procedures related to the purchase of City vehicles and fuel-using equipment to achieve the goals and objectives of the program. The Team will report findings to the Energy Commission and Environmental Commission as appropriate."¹⁵⁴

Best Practice #2

Adopt a green fleet procurement policy.

Green fleet procurement policies have been adopted by many cities and counties in the US and Canada over the past decade. They often signal a municipality's commitment to minimizing the environmental, health and financial impacts of the cars, trucks and buses that are used by jurisdiction to transport

¹⁵² *City of Denver: Executive Order 123C*, March, 2013;

<https://www.denvergov.org/Portals/728/documents/NDCC/NWSS%20RFQ%20Executive%20Order%20123.pdf>

¹⁵³ City of Nashville, Sustainability Report, 2015;

https://www.nashville.gov/Portals/0/SiteContent/MayorsOffice/Sustainability/docs/GRC_Report_150801.pdf

¹⁵⁴ City of Ann Arbor, MI, *Green Fleet Policy*, 2005; http://www.a2gov.org/departments/systems-planning/planning-areas/energy/Documents/systemsplanning_greenfleetspolicy_2005-07-01.pdf

employees – and sometimes the public. Some green fleet policies are stand-alone documents that set high-level sustainability goals such as reducing fuel consumption and tailpipe emissions, assigning staff roles and responsibilities for improving the sustainability of the jurisdictions fleet vehicles, and reporting progress toward meeting the aforementioned goals. In other jurisdictions, sustainable procurement goals for fleet vehicles are incorporated into sustainable procurement policies or broader sustainability policies.

 **San Jose, California's *Environmentally Preferable Procurement Policy***, for example, directs City employees to “purchase fleet vehicles that provide the best available fuel efficiency and net reduction in vehicle fleet emissions.”¹⁵⁵

An effective green fleet policy typically mandates several procurement actions that will help the municipality meet its sustainability goals, including:

- Reduction of the fleet size;
- Establishment of procedures to identify vehicles ready for replacement and determine practical replacements with improved environmental performance based on a “best value” assessment; and
- Tracking and reporting mechanisms to verify that the policy’s sustainability goals are being met and produce data on cost savings and environmental attributes that can be presented to decision-makers.

Case Study: Minneapolis, MN *Green Fleet Policy*

In 2010, the City of Minneapolis established a stand-alone green fleet policy,¹⁵⁶ which includes several important provisions:

- Creation of The Green Fleet Team
- Optimization of the Fleet Size (based on Fleet Baseline Analysis)
- Establishment of Procurement Guidelines for Replacement Vehicles (and a Justification for New Vehicles)
- Purchasing Preferences for Environmentally Friendly Vehicle Maintenance Products (e.g., re-refined oils, recycled coolants, retread tires, and equipment that eliminates lead, mercury and other persistent bio-accumulative toxic chemicals)
- Annual Progress Reporting

This comprehensive green fleet policy may serve as a good model for your jurisdiction.

¹⁵⁵ City of San Jose, *Environmentally Preferable Procurement Policy*, April 24, 2012;

<https://www.sanjoseca.gov/DocumentCenter/View/3862>

¹⁵⁶ City of Minneapolis *Green Fleet Policy*, 2010;

http://www.minneapolismn.gov/www/groups/public/@council/documents/webcontent/convert_259214.pdf

See also, article on how the City of Minneapolis’ Green Policy was developed; <http://www.government-fleet.com/channel/green-fleet/article/story/2011/03/how-minneapolis-implemented-its-green-fleet-policy.aspx?interstitial=1>

Best Practice #3

Create a green fleet procurement implementation plan.

While a municipal green fleet policy often sets high-level sustainability goals (e.g., reductions in fuel use and tailpipe emissions), a green fleet implementation plan identifies specific practices and procedures that a jurisdiction is planning to put in place to meet those goals. The plan is likely to describe actions the jurisdiction is intending to take to downsize and optimize the fleet (such as negotiating price agreements for car-sharing services) or increasing the average fuel efficiency of the fleet (by securing discounts for electric cars, hybrids or other fuel-efficient vehicles).

It may also set milestones for expansion of your EV charging infrastructure on public properties, installation of biodiesel filling stations or establishment of bicycle-sharing system that can be used by municipal employees.

“Phasing in green fleet programs over time works best with measurable goals,” according to the Institute for Local Government. The specific goals and strategies identified in the plan can be updated as the goals are reached.¹⁵⁷ Accordingly, green fleet action plans often establish milestones and key performance indicators (KPI) and articulate the methods the jurisdiction will use to demonstrate that its goals are being realized.

Case Study: New York City Adopts New Plan to Significantly Reduce Its Fleet Emissions

After meeting the 10 percent fleet emissions reduction goal New York City set in its 2009 *Clean Fleet Transition Plan*, it committed to fleet emissions reductions of 50% by 2025 and 80% by 2050 in its 2015 NYC Clean Fleet Plan, which it claims is “equivalent to decommissioning a 65 MW coal power plant in NYC.” The City’s new plan aims to achieve these ambitious reductions in greenhouse gas (GHG) emissions, diesel particulates and other pollutants in large part by undertaking several strategic procurement actions, including:

- Adding 2000 electric vehicles (EVs) to its fleet by 2020, which would give New York City the EV fleet of any U.S. city;
- Expanding the City’s intra-agency car-sharing program;
- Purchasing and installing anti-idling, stop-start technologies that reduce engine activity when vehicles are stopped along with auxiliary battery systems;
- Increasing the fleet’s use of biodiesel, renewable diesel (made from waste vegetable oil), and/or compressed natural gas (CNG) in place of conventional diesel; and
- Deploying scalable cutting-edge technologies throughout the City’s fleet to displace the remaining GHG emissions.¹⁵⁸

Case Study: Columbus, Ohio’s Green Fleet Action Plan Aims at Cutting Petroleum Use by 25%

The City of Columbus, Ohio’s *Green Fleet Action Plan* includes the following goals and supporting actions:

¹⁵⁷ Institute for Local Government: *Information to Help Evaluate Green Fleet Options*, 2016; <http://www.ca-ilg.org/post/information-help-evaluate-green-fleet-options>

¹⁵⁸ City of New York, *NYC Green Fleet*, 2015; <http://www1.nyc.gov/assets/sustainability/downloads/pdf/publications/NYC%20Clean%20Fleet.pdf>

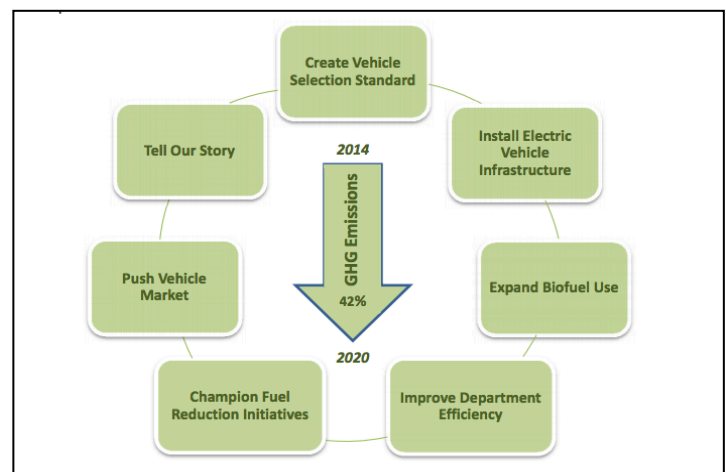
- Reduce annual petroleum use by 25% compared to 2014 levels by the end of 2018
 - Down-size and right-size fleets
 - Increase utilization of anti-idling technologies and telematics
- Increase green fleet vehicles
 - Replace with greener vehicles
 - Purchase green off-road equipment, where applicable
 - Increase electric and CNG vehicle use and infrastructure¹⁵⁹

Case Study: Seattle, WA Developed a Comprehensive Green Fleet Action Plan

In 2015, the City of Seattle adopted *A Clean and Green Fleet: An Updated Action Plan for the City of Seattle* (2014), which set a goal of reducing its GHG emissions by 42% by 2020. Seattle refined and updated its original 2003 goals after 10 years of successfully operating a green fleet program.

Seattle developed a seven-step action plan aimed at reducing greenhouse gas emissions (GHGs), which includes several sustainable procurement actions. The seven steps include:

1. Creating Vehicle Selection Standards
2. Installing Electric Vehicle Infrastructure
3. Expanding Biofuel Use
4. Improving Department Efficiency
5. Championing Fuel Reduction Initiatives
6. Pushing the Vehicle Market
7. Telling Our Story¹⁶⁰



The success of Seattle's action plan is credited to the participation of all City departments in the Green Team planning process. Developing targets and a baseline year for measuring metrics also contributed to ongoing evaluation and

success. Seattle produces annual progress reports that not only highlighting where City departments are meeting the plan's metrics but also identifying barriers to overcome.

Case Study: Salt Lake City Develops Departmental Green Fleet Action Plans

Most departments (e.g., Police, Public Services, Fire, etc.) within Salt Lake City have developed emissions reduction plans for their vehicle fleet and small equipment. The City created a model *Tailpipe Emission and Greenhouse Reduction Plan* that various departments have used to create plans for their individual green fleet plans. Its sustainable fleet goals also include phasing out two-stroke engines (lawn mowers, leaf blowers, trimmers, etc.) in City maintenance equipment in favor of electric and/or four-stroke engines that are 10-30 times cleaner.¹⁶¹

¹⁵⁹ City of Columbus, Ohio, Division of Fleet Management, Green Fleet Action Plan (2015-2018), https://www.columbus.gov/uploadedFiles/Columbus/Programs/Get_Green/Key_Initiatives/Key_initiative_smart_form_s/2015%20GFAP%20year%20end%20update.pdf

¹⁶⁰ City of Seattle: *A Clean and Green Fleet*, 2014; <http://www.seattle.gov/Documents/Departments/FAS/FleetManagement/2014-Green-Fleet-Action-Plan.pdf>

¹⁶¹ Salt Lake City: *Green Air Quality*, 2016 <http://www.slccgreen.com/air-slc>

Best Practice #4

Assess current fleet attributes, usage, and purchasing practices.

Creating a baseline for your municipality’s green fleet program is an important step for setting priorities and documenting environmental improvements and financial benefits. Assess the type and age of each vehicle in your fleet as well as the primary users and their needs and usage patterns. Understand your jurisdiction’s procurement and end-of-life management practices. Some municipalities pick a benchmark year to start and a year by which to accomplish their goals. In jurisdictions where green fleet programs have been in place for some time, yearly reporting mechanisms assist in setting new goals and modifying baselines in order to demonstrate even greater monetary savings and environmental benefits.

Program planning tools exist that can help your fleet manager analyze your vehicles and recommend greener purchasing options. By calculating the total cost of ownership (TCO), a more accurate comparison of purchasing and owning fleet vehicles can be calculated. A typical fleet vehicle TCO assessment includes initial costs, maintenance and repair costs (which increase with vehicle age), fuel costs, insurance premiums and parking fees. Accurate current assessments can lead to lowering operational costs, and reduction of harmful emissions and maintenance practices.

Other baseline assessments a city or county is likely to undertake is to calculate the fuel usage and tailpipe emissions of their fleet vehicles. The U.S. Department of Energy has developed a fleet footprint calculator called *Greenhouse gases, Regulated Emissions, and Energy use in Transportation* (GREET), which enables users to measure petroleum usage and greenhouse gas (GHG) emissions of their medium- and heavy-duty vehicles and off-road equipment on a well-to-wheels (WTW) basis.”¹⁶² This tool can help local governments identify relatively inefficient and polluting vehicles to target for replacement, identify more fuel-efficient and less-polluting vehicle replacements, and calculate the environmental benefits of their cleaner vehicle purchasing decisions.

Some municipal fleet programs have developed their procedures and tools to identify cost-effective vehicle retirement and sustainable vehicle procurement opportunities. For example, the City of Fort Collins, CO has adopted the following sustainable vehicle replacement criteria:

- *Light-duty vehicles over 90,000 miles (i.e. cars/pickups/vans);*
- *Mowers over 4,000 hours;*
- *Utility trucks over 5,000 hours;*
- *Small dump trucks over 120,000 miles (gas); 150,000 miles or 500 hours (diesel);*
- *Tandem dump trucks over 150,000 miles;*
- *Backhoes/loaders over 8,000 hours; trailers over 10 years + condition;*
- *Sweepers over 8,000 hours; and*
- *Other equipment on a case-by-case basis.*
- *An economic and physical analysis is performed on all vehicles as well.*¹⁶³

¹⁶² GREET Fleet Carbon and Petroleum Footprint Calculator: 2012; https://greet.es.anl.gov/fleet_footprint_calculator

¹⁶³ City of Fort Collins Sustainability Goals; <http://www.fcgov.com/sustainability/goals.php>

 Case Study: Troy, New York Creates a *Vehicle/Equipment Replacement Scorecard*

This resource tracks the age, mileage, reliability, maintenance and repair costs, and condition of each vehicle in the City’s fleet. It relies on custom weighted ratings of local pollutants, GHGs, and lifecycle costs (upfront + fuel only) to assess vehicle purchase options. It uses a concept developed in Park City, UT that utilizes data from fuelconomy.gov to facilitate this analysis, allowing them to compare numerous fleet alternatives. While it does not include fueling infrastructure, it can be tailored to weight priorities by inputting various assumptions.¹⁶⁴



City of Troy Fleet Division
Vehicle/Equipment Replacement Scorecard

Vehicle # _____ Dept. _____

Year/Make/Model: _____

Age:

In Service Date: _____

Total Time (months): _____

Points: _____

Mileage:

Mileage or hours: _____

Points: _____

Type of Service:

Description: _____

Points: _____

Reliability:

Avg. WD @ Month: _____

Road calls: _____

PMs: _____

Points: _____

M&R Costs:

Total Maintenance: _____

Replacement Cost: _____

% of Repl. Cost: _____

Points: _____

Condition:

Accidents: Y N

If yes, #: _____

Paint/Body: _____

Interior: _____

Drive Train: _____

Points: _____

Total Points: _____

0-17

18-22

23-27

28+

Excellent

Good

Satisfactory

Poor

Do not Replace.

Re-evaluate for next year's budget.

Qualifies for replacement this year if budget allows.

Needs priority replacement.

Prepared by: _____ Date: _____

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¹⁶⁴ Salt Lake City: *Salt Lake City Green Fleets*, 2016 <http://www.slcgov.com/fleet>

Best Practice #5

Downsize your fleet.

One of the most important first steps a municipality can take to green its fleet – before simply replacing vehicles that are ready to be retired – is to downsize its fleet. Below are several important steps to take to accomplish this:

- **Reduce the number of fleet vehicles.** Various strategies are used by local governments to reduce the size of their fleets. Retiring under-utilized vehicles as well as those with relatively high fuel usage (e.g., SUVs), maintenance costs (e.g., vehicles that are old or have high odometer readings) or emissions (e.g., vehicles that are diesel-powered or that have two-stroke engines, including landscaping equipment) are strategies local governments can implement to gain environmental and cost benefits while reducing the fleet size. Identifying these and setting a schedule to optimize the use of the remaining vehicles may require additional coordination within or between government departments.
- **Consider car-sharing technologies and services.** Sharing vehicles can alleviate shortages arising from fleet reduction. Private car-sharing programs are taking root in a growing number of urban areas in the United States and Canada. These programs utilize GPS tracking and vehicle access technology to allow many people to use one or more vehicles. Car-sharing options for municipal fleets include:

- *Negotiating discounted prices with a vehicle-sharing service* (e.g., Zipcar, Car2Go, etc.) to use their fleet vehicles, often in exchange for providing designated parking spots on government property.

 **Washington, DC; Chicago, Illinois; Philadelphia, Pennsylvania; Berkeley, California; and Surrey, BC** are among the cities that have negotiated contracts with car-sharing companies to expand their municipal fleet capacity.¹⁶⁵

- *Installing car-sharing technology* (hardware and software) in some or all of the jurisdiction's fleet vehicles to assist with reservations and tracking. The system is then managed either by the local government's fleet manager or by a private company through a service agreement.

 **Boston** (FleetHub) and **Houston** (Fleet Share) are examples of cities that are using car-sharing technology to manage their fleet. Both programs started in 2012 and are using ZipCar's scheduling and access system to enable employees to manage their own fleets. The program benefits include the ability to manage reservations online, key car access to vehicles, and location tracking.

¹⁶⁵ City fleet car-sharing programs: 2014; www.govexec.com/state-local/2014/07/car-sharing-chicago-zipcar-indianapolis-blueindy/88141/

Case Study: Chicago, IL Saves Money by Using Two Car-Sharing Services

The City of Chicago has been able to reduce its fleet size from 1000 to 650 vehicles by using two car-sharing services. City employees share Zipcars with residents, which supports this sustainable business. It also uses Chicago FlexFleet, which enables employees to share the City's fleet vehicles.

Contracting with these two car-sharing services has not only yielded environmental benefits, it has also saved the City a significant amount of money. According to Kevin Campbell, Manager of Fleet Services for the City of Chicago, "The Zipcar/Flex Fleet program is 25 cents per mile cheaper than the City-managed fleet...when using car sharing for every car you use it's a City vehicle you did not need to buy, so you're actually saving twice." The cost savings also include \$200/month in parking fees for each vehicle that is avoided and significantly lower maintenance costs.¹⁶⁶

Best Practice #6

Purchase vehicles with higher fuel efficiency and lower emissions.

Once a municipality's fleet is downsized and optimized, it can focus on replacing old, inefficient and relatively polluting vehicles with newer models. Some cities detail their vehicle replacement policies and procedures in their green fleet policy or plan. For example, the **City of Minneapolis Green Fleet Policy** requires all employees to carefully examine and consider the following sustainability issues before purchasing new or replacement vehicles:

- Justification for the vehicle
- Frequency of use (utilization) and suitability for intended job
- Light colors over dark to reduce air conditioning load in the summer
- Fuel efficiency and vehicle size
- Environmental impact
- Initial and long-term cost
- Safety and repair record
- Impact on technicians' workload
- Hybrid or alternative fuel vehicle availability or preference¹⁶⁷

 **New York City** has instituted several innovative sustainable procurement practices to reduce the environmental impacts and costs of their fleet. City employees are:

- Discouraged from purchasing SUVs: sedans are designated as the "default" passenger vehicles for City operations and all SUV purchases must be justified to (and approved by) the City's central procurement and budget agencies; and
- Required to submit plans to offset incremental fuel use and emissions impacts that would result if they want to "upsized" a vehicle when it is replaced.¹⁶⁸

¹⁶⁶ "How Big Cities are Saving Big Bucks With Car Sharing," *Government Executive*, July, 9, 2014;

<http://www.govexec.com/state-local/2014/07/car-sharing-chicago-zipcar-indianapolis-blueindy/88141/>

¹⁶⁷ *City of Minneapolis Green Fleet Policy*, December 2, 2010;

http://www.minneapolismn.gov/www/groups/public/@council/documents/webcontent/convert_259214.pdf

Best Practice #7
Purchase hybrids and electric vehicles.

Two types of alternative fuel vehicles that are becoming increasingly popular are hybrid electric-gasoline vehicles and plug-in electric vehicles. Both offer environmental and economic benefits.

The Commonwealth of Massachusetts, offers two models of hybrid vehicles (Toyota Prius and Honda Civic Hybrid) on its state contracts, which are available for use by local governments. The state’s environmental purchasing program explains:

The two main benefits of hybrids are increased fuel economy and reduced overall tailpipe emissions. Hybrids achieve double the fuel efficiency of the average car (50 mpg for hybrid, 25 mpg for conventional). Because hybrids use less gas per mile than the conventional car, hybrids will increase national security by reducing the U.S. dependence on foreign oil.

Similarly, significant environmental benefits have also been realized through the introduction of hybrids. Because less gas is used per mile, HEV's emit less carbon monoxide (CO), non-methane organic gas (NMOG), nitrogen oxides (NO_x), and carbon dioxide (CO₂) than conventional cars. Reduced tailpipe emissions have also been linked to a decrease in the rate of respiratory illnesses, including bronchitis, emphysema, pulmonary fibrosis, and asthma.

By using a more efficient gasoline engine, HEVs can go 7,500 miles or six months in between regular maintenance service.¹⁶⁹

Why EVs?

EVs and plug-in hybrid vehicles are less expensive to operate and significantly reduce or eliminate direct emissions. (See chart on right for cost comparison)



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For more information see www.acsustain.org or contact:
Doug Bond, Transportation Services Manager, (510) 272-6401

Vehicle	Fuel Cost	Avg. MPG	Cost/Mile	Cost/8,000 miles
Compact	\$4.50	27	\$0.16	\$1,280
Intermediate	\$4.50	21	\$0.21	\$1,680
Full Size	\$4.50	12	\$0.37	\$2,960
Hybrid	\$4.50	37	\$0.12	\$960
EV-Peak	\$0.15 per kWh	100 miles per charge	\$0.036	\$288
EV-Off Peak	\$0.08 per kWh	100 miles per charge	\$0.019	\$152

Unlike hybrid vehicles, which never have to be plugged in (although some can be), plug-in EVs are entirely powered by batteries. According to **Alameda County, California**, EVs are the most cost-effective vehicle option on a cost per mile basis. Another major benefit of EVs is that they have absolutely no tailpipe emissions. (It is important to note that the environmental benefits of electric vehicles (EVs) will be different depending on source of electricity. So, when calculating tailpipe emission reductions, the source of electricity needs to be factored into final calculations. For example, if most electricity comes from coal-

¹⁶⁸ City of New York, *NYC Green Fleet*, 2015; <http://www1.nyc.gov/assets/sustainability/downloads/pdf/publications/NYC%20Clean%20Fleet.pdf>

¹⁶⁹ Commonwealth of Massachusetts, Operational Services Division, Environmentally Preferable Purchasing Program, *EPP Products and Services: Hybrid (Gasoline and Electric) Vehicles*; <http://www.mass.gov/anf/budget-taxes-and-procurement/procurement-info-and-res/procurement-prog-and-serv/epp-procurement-prog/green-products-and-serv/specific-epp-statewide-contracts/hybrid-gasoline-and-electric-vehicles.html#Top>

powered plants, the switch to EVs will be less beneficial than if electricity is predominantly hydro-, wind-, or solar- generated.

Case Study: Portland, Oregon Reduces Idling Using Hybrid Trucks With Electronic Lift

The City of Portland has purchased a variety of hybrid trucks and vans that are equipped with electric motors that can power lifts and tools. This has reduced fuel consumption and tailpipe emissions by enabling drivers to use these functions without idling.¹⁷⁰

Best Practice #8

Develop alternative fuel infrastructure.

Developing infrastructure, such as EV charging ports and biodiesel fueling stations is a critical part of a successful municipal green fleet program. Infrastructure that is installed on public property can sometimes be utilized local businesses and residents, which can help promote the use of green vehicles in the community.

The placement of electric vehicle charging stations throughout the jurisdictions can provide convenient refueling to government employees as well as residents. Powering these stations with solar power, when possible, provides an even greener alternative fuel vehicle (AFV) infrastructure. Pilot testing different options is an efficient way of determining which technologies are better for particular fleet applications.

Electric vehicle charging infrastructure should be networked into a system that enables approved users to locate stations and fleet managers the ability to their use as well as them amount of electricity that was consumed.

Case Study: San Diego Partners With Utility and Businesses to Create EV Charging Network For City Fleet and Community

The City of San Diego, California invests in electric vehicles by partnering with their utility and the private sector to install and locate EV charging stations throughout the city. This system is used by City employees, businesses and residents. Knowing where to charge an EV provides a greater level of comfort for those using the vehicles.¹⁷¹

Case Study: Palo Alto Transitions to EVs That Run on Carbon Neutral Electricity

In 2015, the City of Palo Alto, California applied its “default to green” purchasing strategy to its fleet purchases. Running on carbon-neutral electricity that is generated by its municipal utility, electric vehicle sedans became the standard, greener choice replacing the compressed natural gas (CNG) vehicles the City had been purchasing. In addition, the City installed PlugShare technology across Palo Alto, which made it more convenient for City employees using electric fleet vehicles as well as residents that drive EVs.¹⁷²

¹⁷⁰ City of Portland, Oregon, *City of Portland Green Purchasing Case Study*, April 2016; <http://www.portlandoregon.gov/bfrs/article/368277>

¹⁷¹ City of San Diego, CA, *Climate Action Plan*, 2015 <http://www.government-fleet.com/channel/green-fleet/news/story/2015/12/san-diego-approves-climate-action-plan-for-green-fleet.aspx>

¹⁷² City of Palo Alto, CA: *Electric Car Charging Locations*, 2015; http://www.cityofpaloalto.org/gov/depts/utl/residents/sustainablehome/electric_vehicles/default.asp

Best Practice #9

Pursue strategies to reduce the upfront cost of green fleet vehicles and infrastructure.

Cities and counties can secure discounted prices for fuel-efficient and less-polluting vehicles by:

- Negotiating contracts (including service agreements) rather than purchasing each car individually
- Using a reverse auction process to attract even lower prices for vehicles, infrastructure, or preventive maintenance services
- Piggybacking on an existing price agreements that have been created by other cities or counties (to which a “me-too” piggybacking clause has been added)
- Utilizing a state contract: most states allow all local governments in their state to utilize their price agreements; some states allow local governments outside their state to utilize their contracts.
- Looking for green fleet vehicles that are offered through well-established cooperative purchasing organizations. This can eliminate the need to go through a competitive-bidding process on your own. For example, *US Communities*, a cooperative purchasing organization used extensively by local governments throughout the US offers electric utility carts, street-legal low-speed vehicles, and hauling trucks, through a price agreement that was negotiated by Kansas City, Missouri. To see contract documents, go to <http://www.uscommunities.org>
- Working with other municipalities to develop a price agreement that aggregates the demand from several jurisdictions. A few jurisdictions have had success with this strategy. See two examples below:

Case Study: Alameda County Lead a Multi-Jurisdictional Cooperative Purchasing Initiative for Electric Vehicles

Alameda County, California negotiated a contract that enabled nine other jurisdictions to access federal grant funds and competitive pricing to realize approximately \$349,000 in savings for electric vehicles below suggested manufacturer retail prices.¹⁷³

Case Study: Victoria, BC and District of Saanich and Cooperatively Purchase EVs

The City of Victoria in the Canadian province of British Columbia collaborated with the District of Saanich on a joint RFP to replace some mid-sized passenger vehicles in their respective fleets with electric vehicles (EVs). The collaboration between the two municipalities was an important factor in the eventual success of the procurement.

¹⁷³ Alameda County, *Climate Action Plan for Government Services and Operations Through 2020: Executive Summary*, 2010; https://www.acgov.org/sustain/documents/climateactionplan_executivesummary.pdf

Both the District and the City have sustainability specialists within their organizations that helped develop the joint contract and make the business case for transitioning to EVs. In addition, a prior pilot test of EVs by Saanich convinced both municipalities to commit to a larger purchase. The acquisition of EVs has reduced fuel consumption and carbon emissions for the District of Saanich and the City of Victoria. Other municipalities have also benefitted from this contract, as a “me too” clause was included in it. For example, nearby District of North Cowichan took advantage of this opportunity to purchase its first EV. This demonstrated how larger jurisdictions with more resources can help smaller jurisdictions access green fleet vehicles at a lower price.

Best Practice #10

Reduce diesel usage and emissions.

Local governments purchase a significant amount of diesel fuel to power their vehicles – particularly buses, trucks, and other heavy-duty vehicles– as well as back-up power generators and other equipment. In addition, a diesel fuel is used by municipal contractors in vehicles that perform municipal services – such as snow removal, garbage disposal and recycling, and landscaping – and that transport food, bottled water, office supplies and other goods that are used by city and county departments. According to the West Coast Climate and Materials Forum, which has created a suite of resources on safer alternatives to diesel fuel in its *Climate Friendly Purchasing Toolkit*, “The two largest uses of fuel by government institutions are diesel-fueled vehicles used for the transport of goods and operation of diesel-fueled on-road and off-road construction, renovation, and maintenance equipment and vehicles.”¹⁷⁴

Diesel engine exhaust causes serious public health and environmental impacts – particularly in urban areas. Diesel is a known human carcinogen that is linked to asthma, increased risk of heart attacks, and other health effects. The California Office of Environmental Health Hazard Assessment has listed diesel particulate as one of the five toxic air pollutants that causes the greatest harm to children.¹⁷⁵ According to the US Environmental Protection Agency, “Diesel exhaust also contributes to ozone formation (smog), acid rain, and global climate change.”¹⁷⁶

Municipalities can implement a few different strategies to reduce their diesel consumption:

- Replace diesel-powered vehicles (and equipment) with non-diesel (e.g., electric-powered) vehicles and equipment
- Purchase diesel-electric hybrid vehicles, which reduce diesel consumption
- Replacing diesel fuel with biodiesel (including renewable diesel)
- Installing diesel traps and other equipment to reduce diesel emissions

Case Study: King County is Performance Testing All-Electric Transit Buses

King County, Washington (in the Seattle area) conducted an intensive, year-long pilot test of three all-electric, battery- powered transit buses as part of its commitment to develop a fleet of 200 zero-emission

¹⁷⁴ West Coast Climate and Materials Management Forum: *Climate Friendly Purchasing Toolkit: Diesel Fuel*, 2016; <http://westcoastclimateforum.com/cfpt/fuels>

¹⁷⁵ California Office of Environmental Health Hazard Assessment (OEHHA), *Prioritization of Toxic Air Contaminants Under the Children’s Health Protection Act*, 2001 (accessed September 24, 2016)

¹⁷⁶ US Environmental Protection Agency (Region 1: New England), *Diesel Exhaust and Your Health*, Undated website accessed on September 24, 2016; https://www3.epa.gov/region1/eco/diesel/health_effects.html

buses over the next five years. This experiment will determine whether the buses perform as well as the diesel and hybrid buses it currently uses. According to a King County Case Study, which received an innovation award from the Sustainable Purchasing Leadership Council (SPLC) in 2016:

Metro has been putting the buses through their paces. The first test operated one bus for 24 hours a day, 7 days a week for 105 days. Over 32,000 miles were logged in-city and on freeway driving with a weighted load. According to Climate Solutions, each of these electric buses will save Metro Transit as much as half a million dollars in fuel and maintenance costs over its lifetime—more than paying for the upfront investment that puts the buses on the road.

The buses have fast-charge batteries that can be recharged in less than 10 minutes. They are designed to operate up to 23 miles between charges and get the equivalent of 15 miles per gallon more than a regular hybrid coach. The buses have no fuel system, engine cooling system, exhaust system or emissions treatment system, so maintenance and parts-replacement costs are expected to be lower than for diesel buses.¹⁷⁷

Case Study: Several California Municipalities Switch to “Renewable Diesel”

Over the past few years, a fast growing number of local governments (including many USDN members such as the Cities of [Oakland](#)¹⁷⁸, [Sacramento](#), San Diego, [San Francisco](#), an Santa Monica¹⁷⁹ as well as [Alameda County](#)) have switched from conventional diesel fuel (which is derived from non-renewable petroleum) to renewable diesel (which is derived from plant oils and animal fats, mostly from waste sources).

Relatively new to the market, renewable diesel has several advantages over both diesel and biodiesel blends such as B20 or B5:

- It burns cleaners and, therefore, is significantly less polluting than diesel fuel; fleet managers have reported a 50-90 reduction in CO2 emissions, 33% reduction in particulate matter (PM 2.5), which is linked to asthma attacks; and lower emissions of other air pollutants such as NOX.
- It prevents vehicle downtime and cuts down on maintenance costs due to fewer clogged fuel lines and a less frequent need to change diesel particulate filters.
- It improves fuel efficiency.



¹⁷⁷ Sustainable Purchasing Leadership Awards: 2016, <https://www.sustainablepurchasing.org/library/#kingcounty>

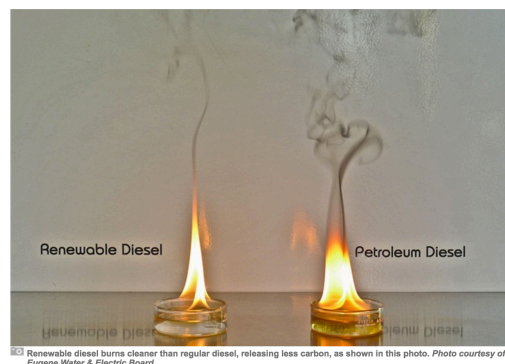
¹⁷⁸ “Oakland Moves to Renewable Diesel for City Fleet,” *Government Fleet Magazine*, October 16, 2015; <http://www.government-fleet.com/channel/green-fleet/news/story/2015/10/third-calif-fleet-switches-to-renewable-diesel.aspx>

¹⁷⁹ “San Francisco’s Renewable Diesel Halves Diesel Emissions,” *Government Fleet Magazine*, December 14, 2015; <http://www.government-fleet.com/channel/green-fleet/news/story/2015/12/san-francisco-reduces-diesel-emissions-by-50-with-renewable-diesel.aspx>

- Unlike regular biodiesel, it can be used year-round even in cold climates and does not require any equipment retrofitting because it is chemically similar to conventional diesel fuel. According to *Government Fleet* magazine:

Renewable diesel has the same chemical properties as petroleum diesel and it also meets the petroleum diesel specification (ASTM D975), allowing fleets to switch with no additional investment or engine modifications.

- It is less expensive than B20 (especially in California due to state policies that support its use)



Best Practice #11

Purchase equipment to reduce vehicular fuel use.

Municipal fleet managers can equip their vehicles with various types of equipment designed to reduce the number of vehicle miles traveled (VMT), while maintaining the same level of service. This includes:

- **Global Positioning Systems (GPSs)** help drivers optimize their routes, enabling they can get to their destinations more efficiently.
- **Telematics**, which are systems that record a vehicle's location and operating information, help cities reduce their fuel use by identifying inefficient driving behaviors such as idling. Additional benefits of telematics equipment is that it can help fleet managers optimize their fleet size by identifying underutilized vehicles and alert them to the need for preventive maintenance, which avoids pollution problems and vehicle downtime.¹⁸⁰
- **Anti-idling equipment**, which automatically shuts off a vehicle's engine while powering ancillary equipment.

Other products and services that can reduce vehicle use (and thus emissions) include:

- **Transit passes** for employees for work meetings
- **Telecom equipment** and online software for meetings instead of driving

Case Study: Washington, DC is Installing Anti-Idling Technology in Police Cars to Prevent Asthma

The Metropolitan DC Police Department is purchasing, installing and evaluating on-board batteries and idling controls in police cars that remain in one spot for long periods. This technology permits stationary cruisers to use required electronics without running their engines, which saves fuel and reduces vehicle

¹⁸⁰ Telematics. <http://telematics.com>

emissions. These installations are being targeted to vehicles that are used in areas of the city with high asthma rates.¹⁸¹

Case Study: Columbus, Ohio Has Installed Anti-Idling Equipment in its Police Cars

The City of Columbus has installed anti-idling technology in its SUVs to reduce emissions while it looks for less-polluting replacement vehicles for its police department. The system automatically turns off the engine once idling exceeds a pre-programmed amount of time, and continues to power other equipment, including heat and air conditioning.¹⁸²

Case Study: King County, WA and Portland, OR Reduce Idling by Purchasing Hybrid Trucks With Battery-Powered Lifts

King County, Washington has purchased hybrid-electric trucks, including one with an electric-powered aerial lift to cut down on vehicle idling. “We’re easily seeing a 30 percent fuel savings with the new hybrid trucks,” said Fleet Equipment Manager. “They have been performing at or above our expectations in all areas.”¹⁸³

Case Study: Chicago, Illinois Uses GPS and Telematics to Reduce Fuel Consumption and Monitor Emissions

The City of Chicago uses GPS fleet management systems to assist fleet managers using real-time vehicle location data to optimize routes and reduce excessive idling in an effort to reduce fuel consumption and greenhouse gas emissions. It also uses telematics track the number and type of vehicles in its fleet, monitor how they’re being used, and the document the amount of each vehicle’s tailpipe emissions.¹⁸⁴

Best Practice #12

Add bicycles to your fleet.

There are many compelling reasons to incorporate bicycles into a local government’s fleet. It not only curbs pollution and lessens traffic congestion, it also promotes health and well-being while saving money. Police departments often use bicycles in areas with limited car access in order to cover larger areas than can be accomplished on foot.

Case Study: San Antonio Purchases Bicycles for Police Patrols

The City of San Antonio, Texas’ environmental fleet policy includes a directive to calculate the total cost of ownership when a vehicle purchase is considered and establishes a target of a 17% reduction in

¹⁸¹ District of Columbia, *Sustainable D.C. Final Plan*, 2012; http://www.sustainabledc.org/wp-content/uploads/2012/10/SDC-Final-Plan_0.pdf

¹⁸² City of Columbus, OH; Government Fleet, Do Anti-Idling Technologies Work?, 2014; http://www.columbus.gov/uploadedFiles/Columbus/Departments/Finance_and_Management/Asset_Management_Group/Fleet_Management/Government%20Fleet%20-%20Do%20Anti-Idling%20Technologies%20Work.pdf

¹⁸³ King County, Washington Environmental Purchasing Program, *Hybrid and Alternative Fuel Vehicles*, March 16, 2016, http://www.kingcounty.gov/~media/depts/finance/procurement/Documents/Environmental/EP_Products_Hybrids.asx?la=en

¹⁸⁴ City of Chicago: Fleets, 2016 https://www.cityofchicago.org/city/en/depts/dgs/provdrs/fleet_operations.html

emissions by 2020. As part of this effort, the San Antonio Police Department purchased bicycles to patrol specific areas of the city.¹⁸⁵

In order for local governments to effectively incorporate bicycles into their fleets they not only need to purchase the bicycles and helmets, they also must install bike racks and bike storage infrastructure. But all of this is less expensive than purchasing and maintaining vehicles.

Another option for municipalities is to negotiate a contract for bike-sharing services either just for government employees or for the community as a whole.

Case Study: San Francisco is First City to Use Bike-Sharing Program For City Travel

San Francisco was the first US city to allow its employees to use a community-wide bike-sharing program (CityCycle) as a fun, healthy and environmentally benign transportation option for getting to and from business functions. According to San Francisco Department of the Environment, “Employees can use bicycles for any reason they would otherwise use a fleet car, such as attending meetings, going on patrol, conducting outreach, managing park maintenance, and more.” To ensure that bicycles would be reliably available, the City reserved 250 CityCycle bikes for 23 departments.

According to the City’s Fleet Services Manager, this program is saving money. “Maintaining and fueling cars obviously costs a lot more than maintaining bicycles,” said Tom Fung, the City’s Fleet Services Manager. “Promoting the use of bikes when they can be used for work trips, instead of fleet cars, makes sense for the City’s budget,” he said.¹⁸⁶

Local governments can also encourage their suppliers to use bicycles when delivering products to them.

Case Study: Office Supplies Delivered to Portland, Oregon Via Electric Trike



The City of Portland, Oregon’s vendor has been delivering office supplies by electric-assist cargo trike at no extra cost. According to the City of Portland, “By switching to trike delivery of office supplies, the City of Portland reduces carbon emissions associated with traditional delivery trucks.” Also, “the City avoids over 7,700 lbs. of CO2 emissions annually through this “last mile” trike delivery program. Additionally, cargo trike delivery helps alleviate traffic congestion in the busy downtown Portland area. The City is not the only one that benefits from this service. Making deliveries by trike rather than by truck allows companies to use delivery trucks more efficiently (saving money and gas), especially in congested areas where parking can be a challenge. It’s not uncommon for delivery trucks to circle downtown City blocks, waiting for the limited delivery zones to become vacant.¹⁸⁷

¹⁸⁵ City of San Antonio, TX: City Ordinance 2010-04-15-0335, 2010; <https://www.sanantonio.gov/Portals/0/Files/Clerk/.../20100415.pdf>

¹⁸⁶ City of San Francisco, *SF Environment Press Release: San Francisco City Employees Swap City Cars for City Bikes*, 2013; <http://sfenvironment.org/news/press-release/san-francisco-city-employees-swap-city-cars-for-city-bikes>

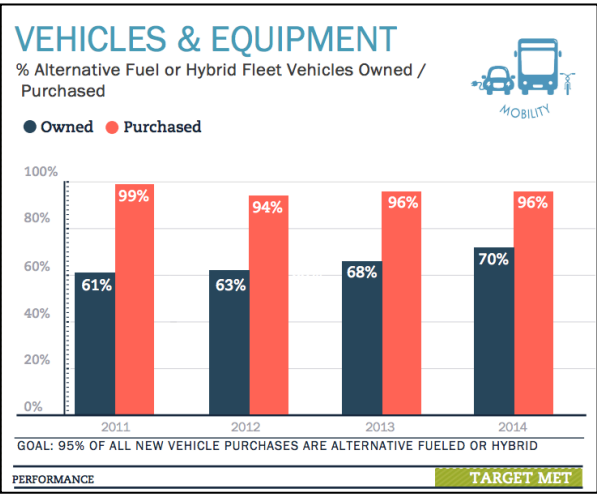
¹⁸⁷ City of Portland Procurement Services, *Portland Oregon Green Purchasing Case Study: Delivery of Office Supplies by Cargo Trike*, April 2016; <http://www.portlandoregon.gov/bfrs/article/368280>

Best Practice #13

Track and report your green fleet procurement activities and impacts.

Green fleet procurement has been shown to yield monetary savings and environmental improvements. To ensure accurate data collection and reporting, which can help municipalities demonstrate the success of their green fleet procurement initiatives, investments in tracking (GPS) and reporting (telematics) technologies are needed. Annual evaluations of green fleet procurement actions and impacts can enable municipalities to refine their purchasing goals and practices based on real experiences.

Built-in annual evaluations enable a municipality’s green fleet team to measure progress against the milestones articulated in its action plan. Benchmarking the current fleet composition, fuel consumption and other metrics enables them to identify additional sustainable vehicle procurement opportunities and resulting environmental and financial benefits.



Effective tracking and reporting also helps cities and counties gain recognition, and in some cases receive awards, because they are able to document measurable environmental benefits (such as reductions in fuel consumption and tailpipe emissions) as well as cost savings.

🔍 The City of Austin, Texas tracks the percentage of vehicles it that it purchased annually that utilize “alternative fuel” or are hybrids and shows how the percentage has changed over the past four years, which helps them to measure progress toward meeting the sustainability goal for this product category over time – that is, conduct a trend analysis.¹⁸⁸

🔍 Case Study: Vancouver Documents Lower GHG Emissions Through Sustainable Vehicle Acquisition

The City of Vancouver, BC is reducing the greenhouse gas emissions of its fleet vehicles by “working closely with City departments to purchase vehicles that are smaller, more energy efficient, and/or use alternative fuels.” In its *2014 Annual Procurement Report*, the City’s Supply Chain Management (SCM) Department reported that the vehicles and equipment it acquired in 2014 are expected to reduce GHG emissions by 250 tonnes (276 US tons). This included:

- 66 downsized police patrol vehicles;
- 14 electric and sub-compact vehicles; and
- 2 hybrid refuse trucks.¹⁸⁹

¹⁸⁸ City of Austin, Office of Sustainability, *Organizational Sustainability: Key Performance Indicators*, 2015, http://austintexas.gov/sites/default/files/files/KPI_October2015_Final.pdf

¹⁸⁹ City of Vancouver, Supply Chain Management Department, *Annual Procurement Report 2014*, March 31, 2015, <http://vancouver.ca/files/cov/annual-procurement-report-2014.pdf>

Vancouver attributed another 200 tonnes (220 US tons) in GHG reductions in its *2015 Annual Procurement Report* to the procurement of 30 police vehicles that are more fuel efficient than the ones they retired as well as 29 compressed natural gas (CNG) refuse trucks, which are less polluting than those that were previously running on diesel fuel.¹⁹⁰ In December 2015, the Province of British Columbia became the 14th jurisdiction to join the International Zero-Emission Vehicle (ZEV) Alliance. Consequently, Vancouver is committed to making all new passenger vehicle purchases ZEVs.

These sustainable vehicle acquisitions support Vancouver's *Greenest City Action Plan* goals of reducing transportation-related climate impacts. "The City has one of the greenest municipal fleets in the country with over 30 electric, 45 hybrid, and 29 compressed natural gas vehicles. The City is incorporating GPS and telematics technology to help optimize service delivery, route and fleet maintenance planning, and identify opportunities to reduce the fleet size. By redesigning business processes and optimizing the use of available modes of transportation for its operations, the City aims to improve productivity and service, reduce travel needs, reduce fleet costs, and support corporate environmental goals."¹⁹¹

Case Study: New York City Documents Fuel Savings and GHG Reductions by Purchasing Green Fleet Vehicles

New York City's Local Law 38, which was adopted in 2005, required the City to reduce its fuel consumption at least 20% by 2015 and purchase the least-polluting models when replacing at least 95% of its fleet vehicles. It exceeded its legal mandate by reducing its fuel consumption 50.7% by 2015. In addition, it documented that 98.6% of the light- and medium-duty vehicles – mostly cars and vans – it purchased since the law was passed a decade earlier were in the least-polluting class (based on California standards). It also documented a 25% decrease in CO2 emissions associated with the operation of its fleet vehicles.¹⁹²

Best Practice #14

Purchase environmentally preferable fleet maintenance products.

The purchase of environmentally preferable fleet maintenance products is an integral aspect of green fleet program. Many products used to maintain fleet vehicles have can contract have alternatives that are less polluting. (e.g., tires, wheel weights, lubricants, antifreeze, refrigerants, degreasers, vehicle washing and waxing products, lights, etc.)¹⁹³

Minneapolis, Minnesota's *Green Fleet Policy* Covers Vehicle Maintenance Products

- Purchasing preferences for environmentally friendly vehicle maintenance products
- Examples include re-refined oils, recycled coolants, retread tires, and equipment that eliminates lead, mercury and other persistent bio-accumulative toxic chemicals¹⁹⁴

¹⁹⁰ City of Vancouver, Supply Chain Management Department, *Annual Procurement Report 2015*, April 11, 2016, <http://council.vancouver.ca/20160420/documents/cfsc3.pdf>

¹⁹¹ City of Vancouver, BC, Canada: *Greenest City Action Plan, 2020*; See <http://vancouver.ca/files/cov/greenest-city-2020-action-plan-2015-2020.pdf>

¹⁹² New York City: Law 38, 2015; <http://www.nyc.gov/html/dep/pdf/air/local-law-air-reports-fy2015.pdf> and <http://www1.nyc.gov/assets/sustainability/downloads/pdf/publications/NYC%20Clean%20Fleet.pdf>

¹⁹³ US EPA: Safer Choice Car Care, 2016; <http://www.epa.gov/saferchoice/products#type=Car>

¹⁹⁴ City of Minneapolis: *Green Fleet Policy*, 2010; http://www.minneapolismn.gov/www/groups/public/@council/documents/webcontent/convert_259214.pdf

🔍 **Washington, DC** developed an *Environmental Specification Guidance for Automotive Products* for use by City purchasing agents.¹⁹⁵

Below is some recommended guidance on specific green fleet maintenance products.

- **Antifreeze**
Look for recycled anti-freeze and, where possible, products made of propylene glycol, which is less toxic than ethylene glycol.
 - **Brake Pads**
Look for brake pads that are copper-free.
 - **Lights**
Look for mercury-free lights in your vehicles.
 - **Tires**
Look for retread and low-rolling resistance options.
 - **Retread Tires**
 - Cost 30-50% less than new tires
 - Prevent tire waste
 - Use only 7 gallons of oil to manufacture compared to 22 gal. for new tires
 - **Low Rolling Resistance Tires** reduce fuel consumption of trucks by 3-5%¹⁹⁶
 - **Wheel Weights**
Wheel weights, which are used to balance tires during tire rotation, are usually made from lead. This can contaminate the environment along roadways with lead pollution if they fall off, and when vehicles are recycled if they are not removed. Look for lead-free options.
- 🔍 **Portland, Oregon** has successfully switched to lead-free wheel weights. While they are slightly more expensive than lead weights, they can be more easily cut to custom size, reducing inventory, and are also corrosion resistant.¹⁹⁷
- **Re-refined Motor Oil**
 - Prevents need for virgin petroleum because the base stock is recycled
 - Increases demand for used motor oil
 - Creates jobs in the US and Canada
 - Many brands are approved by the American Petroleum Institute (API)

¹⁹⁵ Washington DC, Sustainable Purchasing Leadership Council Summit, 2015;

https://www.sustainablepurchasing.org/summit15/wp-content/uploads/sites/8/2015/06/Summit_2015_Presentation_Slides_Rifkin_Jonathan_Max_Sustainable_Purchasing.pdf

¹⁹⁶ US EPA: SmartWay Program, 2016; www3.epa.gov/smartway/forpartners/documents/trucks/techsheets-truck/420f10041.pdf

¹⁹⁷ Portland, OR: *City of Portland Case Study: Lead-Free Wheel Balancing Tape*, 2016; www.portlandoregon.gov/brrfs/article/474136

- Look for products that meet the US EPA's CPG recycled content guidelines of at least 25% post-consumer recycled base stock.

- **Biobased Lubricants**

- Prevent need for virgin petroleum
- Avoids costly cleanup, if spilled
- Other performance benefits cited by users
- Look for products that are listed by the USDA's BioPreferred Program (particularly those that are Biobased Certified).

- **Parts Degreasers**

Vehicle maintenance shops use a wide array of chemical solvents to clean and degrease engine parts. Many contain chemical solvents such as Hexane, which can cause damage to the nervous system.¹⁹⁸

- Replace solvent parts washing equipment with aqueous-based cleaning equipment. Aqueous cleaners are non-flammable, safer to use, reduce air pollution and can last longer than solvent based products. Spray cabinets and ultrasonic aqueous units also save on labor and cost.¹⁹⁹
- Look for water-based, low-toxicity options including products that are certified by Green Seal or the US EPA's Safer Choice Program.

- **Vehicle Washing and Waxing Products**

- Some contain nonylphenol ethoxylate, a potent endocrine disrupting chemical.
- Look for certified low-toxicity options including products that are certified by UL EcoLogo or the US EPA's Safer Choice Program.

¹⁹⁸ California Dept. of Public Health: 2016; <https://www.cdph.ca.gov/programs/hesis/Documents/nhexane.pdf>.

¹⁹⁹ California Dept. of Toxic Substances Control: Pollution Prevention: 2016;
<http://www.dtsc.ca.gov/PollutionPrevention/VSR.cfm>

Chapter 10: Sustainable Procurement in Action: Green Building Supplies

This chapter introduces sustainable procurement opportunities for green building materials and supplies and highlights best practices among USDN members and other local governments with exemplary sustainable purchasing initiatives focused on this category of products.

INTRODUCTION: WHY PURCHASE GREEN BUILDING SUPPLIES?

Buildings have a tremendous impact on human health, natural environments, and the local economy. The US Environmental Protection Agency estimates that “buildings account for: 39% of total energy use, 12% of total water consumption, 68% of total electricity consumption and 38% of the carbon dioxide emissions.”²⁰⁰

Many resources already exist to help architects and builders construct and design green buildings. However, if those buildings are not maintained, repaired, and operated using sustainable products then the benefits of the original equipment and materials may be lost. This chapter will focus on the purchasing of sustainable products used in the maintenance, repair and operations (MRO) categories of building supplies, including:

Products such as paint, light bulbs, flooring, construction adhesives, and janitorial supplies can contribute disproportionately to a building’s social, environmental, and economic footprint. Jurisdictions with policies requiring green building certifications (such as ENERGY STAR or LEED) must purchase sustainable building supplies in order to maintain certification for existing buildings. There are many reasons to purchase green building supplies, including:

- **Healthy Indoor Environment.** Many city and county workers spend a significant number of their working hours indoors. Green building materials can improve indoor air quality by minimizing exposure to harmful chemicals known to cause asthma, cancer and other health problems. Chemicals of concern include toxic flame retardants, volatile organic compounds, gases arising from building operations and heavy metals such as lead. By purchasing certified low-toxicity (and low-emitting) building materials and facility maintenance products (such as paint, floor polish, and cleaning products), local governments can substantially reduce occupational health and safety risks in public workplaces.

²⁰⁰ US Environmental Protection Agency. “Why Build Green?” February 20, 2016.
<https://archive.epa.gov/greenbuilding/web/html/whybuild.html>

- **Cost Savings and Economic Benefits.** Buildings use a significant percentage of the electricity, gas and water consumed by local governments. Improvements in energy- and water-efficient building products provide an opportunity for significant utility bill savings, which can impact up to 10% of many local governments' annual operating budget.²⁰¹ Efficiency improvements of existing buildings, whether through replacements or retrofits, can often pay for themselves within a matter of years. Local governments may also qualify for generous state and federal grants to fund efficiency improvement projects.²⁰²
- **Environmental Benefits.** Buildings' intensive consumption of materials, energy and water also presents an opportunity for sustainable purchasers to combat numerous negative environmental impacts. Deforestation, ozone depletion, climate volatility and water scarcity are all environmental externalities that can be ameliorated by government purchasing of green building materials. Buildings may also play a key role in moving jurisdictions towards leadership objectives for improved operational efficiency, reduced waste and lowered emissions.²⁰³ For example, purchasing low-flow restroom or kitchen fixtures will decrease water use.

UNDERSTANDING LEADERSHIP IN ENERGY AND ENVIRONMENTAL DESIGN

Leadership in Energy and Environmental Design (LEED) is a credits-based standards program administered by the US Green Building Council (USGBC) and the Canadian Green Building Council (CaGBC). Building can earn LEED certification when they are being built, renovated or maintained. LEED standards are continuously updated and released in versions. LEEDv4 is the current version as of 2016; it has been in place since 2013.

There are four tiers of LEED certification: Certified, Silver, Gold and Platinum. While LEED does not certify individual building products, products with environmental or health attributes may help buildings qualify for LEED credits, which in turn will impact their certification. Therefore, LEED can provide useful guidance for championing and benchmarking the use of sustainable products in buildings.

The benefits of using a system like LEED to benchmark progress on purchasing green building supplies include standardization, transparency, access to training materials that aligns the goals of sustainable purchasing with operational cost savings. A building must file for recertification at least once every 5 years to maintain its LEED rating, forcing continuous improvement in sustainable purchasing of building products. Additionally, the LEED credit system is well-aligned with many of the best practices suggested in this *Playbook*. For example, one core requirement of earning LEED-EBOM is to “Have in place an Environmental Purchasing Policy (EPP) that includes, at a minimum, product purchasing policies for the building...”²⁰⁴

²⁰¹ David Ribeiro “Chapter 2. Local Government Operations” in *2015 City Scorecard ACEEE*, 2015 (p. 20) <http://aceee.org/sites/default/files/publications/researchreports/u1502.pdf>

²⁰² US Environmental Protection Agency “Green Building: Funding Opportunities” February 20, 2016 <https://archive.epa.gov/greenbuilding/web/html/funding.html#state>

²⁰³ US Environmental Protection Agency “Why Build Green?” February 20, 2016 <https://archive.epa.gov/greenbuilding/web/html/whybuild.html>

²⁰⁴ U.S. Green Building Council “Sustainable Purchasing Policy”, 2016 <http://www.usgbc.org/credits/mrp1>

For municipal buildings, the three types of LEED certification available are:

- LEED BD+C (Building Design and Construction) is for buildings that are being newly constructed or are going through a major renovation.
- LEED ID+C (Interior Design and Construction) is for buildings getting a complete interior fit-out
- LEED O+M (Building Operations and Maintenance, also known as LEED EB:O&M) is for existing buildings that are undergoing improvement work or little to no construction.²⁰⁵

This chapter is focused largely on LEED EB O&M because it presents local governments with the greatest opportunity to use sustainable procurement to facilitate green building maintenance, repair, and operations. There are seven categories of LEED-EB O&M credits:

1. Energy & Atmosphere (credits available for purchasing energy-efficient equipment and renewable energy)
2. Indoor Air Quality (credits available for purchasing green cleaners, etc.)
3. Innovation
4. Location/Transportation
5. Materials & Resources (credit available for purchasing low-mercury lamps and other “sustainable consumables”)
6. Sustainable Sites (credits available for purchasing a “cool roof”)
7. Water Efficiency (credits available for purchasing water-efficient fixtures)

To become certified to the LEED EBOM standard, all prerequisites in each category must be met. Higher levels of certification such as silver, gold or platinum are awarded when additional credits are earned.

BEST PRACTICES

Best Practice #1

Create a green building team to develop contracts for sustainable building products.

Creating an effective green building team engages purchasing agents; members of your sustainability team; staff from infrastructure planning, design, and engineering groups; and facility maintenance staff who work in and around your government buildings. For example, when developing a new paint contract, your Green Building Team should encourage a head painter to join the Team and participate in the development of the specifications. Creating buy-in will help make the initiative successful. No matter how sustainable a paint specification is, if the painters don’t want to use products purchased off that contract then positive results won’t be realized. However, it is those same painters who may stand to reap the greatest benefits from a sustainable paints contract, since limiting their own exposure to Volatile Organic Compounds (VOCs) will improve their long-term health prospects. Facility managers make excellent candidates for a Green Building Team because they have experience working with

²⁰⁵ U.S. Green Building Council “LEED”, 2016 <http://www.usgbc.org/leed>

building products, so they will understand the technical requirements of specific products and can help to conduct pilot testing to ensure acceptable product performance.

Your team should meet regularly, divide roles and responsibilities, and clearly define strategic goals.

 The **City of Calgary**, Alberta's *Sustainable Building Policy* states:

The General Managers of City departments and related agencies and societies whose responsibilities include planning, designing, constructing, managing, renovating, operating, and demolishing City-owned and City-financed facilities, working in conjunction with Infrastructure & Information Services, shall be responsible for ensuring that facilities and buildings comply with the "Sustainable Building Policy".

*The City shall maintain a **Sustainable Building Team**, consisting of representatives of Business Units involved in environmental and sustainable building practices, to provide input into reviewing and updating the Sustainable Building Policy, helping provide technical expertise on specific sustainable building issues and coordinating sustainable building knowledge and LEED™ (or other assigned rating system) training. The Sustainable Building Team is also responsible for assisting project managers to understand and apply The Policy and to help determine the most appropriate rating system and level.²⁰⁶*

Best Practice #2

Adopt a green purchasing policy for municipal building supplies.

A green building policy may be a stand-alone ordinance, executive order or administrative policy. However, it can also live as language in another policy such as in your jurisdiction's sustainable procurement policy or sustainability plan.

 **San Jose, California's** *Environmentally Preferable Procurement Policy* directs City employees to "procure goods, products and services that support City LEED certification."²⁰⁷

Typically, a green building policy will direct the jurisdiction's employees and contractors to include sustainability criteria in some or all of its procurement decisions related to construction, renovation, and operation of municipally owned or operated facilities. The primary aim of such policies is to influence the types of construction materials, lighting and HVAC equipment, and facility maintenance products that are used by city or county employees and contractors, with some policies geared toward securing certification under the US or Canadian Leadership in Energy and Environmental Design (LEED) program.

Many local governments have focused their green building policies on improving the sustainability of their large building construction and renovation projects, but some cities and counties have gone further

²⁰⁶ City of Calgary, Alberta, *Sustainable Building Policy*, September 13, 2004. <http://www.calgary.ca/CA/city-clerks/Documents/Council-policy-library/cs005-Sustainable-Building-Policy.pdf>

²⁰⁷ City of San Jose, California's *Environmentally Preferable Procurement Policy (EP3)*, Revised April 24, 2012, <https://www.sanjoseca.gov/DocumentCenter/View/3862>

by adopting policies encouraging the purchase of energy-efficient and other sustainable products for the ongoing operation and maintenance of their facilities. Below are a few examples:

-  **Cleveland, Ohio's** *Sustainable Municipal Building Policy* exemplifies how it can be used to emphasize product categories germane to a building's operations and maintenance, rather than solely focusing on design and construction. It states, "The City of Cleveland shall incorporate green building practices into the siting, design, construction, remodeling, repair, maintenance, operation, and deconstruction of all City facilities." It explicitly refers to LEED-EBOM and encourages City employees to procure ENERGY STAR appliances, WaterSense faucets and toilets, reflective and vegetative roofs and permeable/reflective pavement.²⁰⁸
-  **Denver, Colorado's** *Citywide Sustainability Policy* states, "All existing and future City-owned and operated facilities will incorporate all applicable LEED for Existing Buildings: Operations and Maintenance (LEED-EB O+M) best practices into facility operation and maintenance."²⁰⁹
-  **Portland, Oregon's** *Green Building Policy for City-Owned Facilities* states: "All occupied, City-owned existing buildings will pursue LEED for Existing Buildings Operation and Maintenance (EBOM) certification at the Silver level."²¹⁰
-  **Calgary and Edmonton in Alberta, Canada** also both specifically reference the application of their green/sustainable building policies to building operations.^{211,212}

A strong green building policy will outline the roles and responsibilities of members of the Green Building Team. For example, the City of Winnipeg, MB has adopted a *Green Building Policy* that defines the roles and responsibilities for the following staff:

- City's Chief Financial Officer ("Ensure project budgets contain the required 5% investment funding for green building");
- Chief Operating Officer ("Support and promote projects governed by this policy");
- Project managers ("Document compliance with all policy requirements, ensure all bid documents comply with Policy"); and

²⁰⁸ City of Cleveland, *Sustainable Municipal Building Policy*, April 2013; http://webapp.cleveland-oh.gov/aspnet/moc/Sust_Bldg_Policy_Cleveland-FINAL_April2013.pdf

²⁰⁹ City of Denver, Colorado, *Executive Order 123: Office of Sustainability and Citywide Sustainability Policy*, March 11, 2013; <https://www.denvergov.org/Portals/728/documents/NDCC/NWSS%20RFQ%20Executive%20Order%20123.pdf>

²¹⁰ City of Portland, *Green Building Policy for City-Owned Facilities Implementation Guide 2010*; <https://www.portlandoregon.gov/bps/article/304948>

²¹¹ City of Calgary, Alberta's *Sustainable Building Policy*. September 13, 2004. <http://www.calgary.ca/CA/city-clerks/Documents/Council-policy-library/cs005-Sustainable-Building-Policy.pdf>

²¹² City of Edmonton, Alberta's *Green Building Policy*, June 13, 2012; https://www.edmonton.ca/city_government/documents/C567.pdf

- Environmental Coordinator (“Communicate the policy within the organization, report GHG emissions associated with city green buildings, perform a biannual policy performance review”).²¹³

By clearly delineating staff roles and responsibilities, Winnipeg’s *Green Building Policy* lays the groundwork for the Green Building Team’s success.

Additionally, a municipal green building policy may direct departments to benchmark sustainable purchasing using Key Performance Indicators (KPIs), such as energy consumption.

🔗 For example, **Salt Lake City, Utah** issued an Executive Order, *Comprehensive Energy Management of Salt Lake City Facilities (2015)*, that asks departments to measure their energy use and identify opportunities for improving energy efficiency. By requiring tracking and reporting of energy in its policy, Salt Lake City provides staff with the data necessary to make a strong business case for further improvements.²¹⁴

Sustainable Infrastructure Policy

Traditionally, green purchasing has been largely limited to products and services that are utilized in the daily operations and has not been applied to large capital infrastructure projects such as the construction of roads, bridges, and water treatment facilities. Recently, that has started to change. A few cities have adopted sustainable procurement policies that apply to infrastructure projects.

🔗 In July 2015, **Tacoma, Washington**, adopted a *Green Roads Policy*, which commits the City to designing, constructing and maintaining its roads and other transportation infrastructure in a way that promote environmental, economic and social stewardship.²¹⁵

Best Practice #3

Assess your municipality’s current procurement practices (and specifications) for building equipment and supplies.

Conducting an assessment of your jurisdiction’s MRO procurement practices is a vital part of measuring success against your green building Key Performance Indicators (KPIs). First, consider what existing commodity and service contracts should be included within your Green Building Team’s assessment. Second, ask your purchasing and contract managers for a calendar showing when existing contracts expire and new contracts will go out to bid. This calendar may even be available publicly through an online portal that is designed to alert vendors of upcoming business opportunities. By tracking the lifecycle of contracts for building supplies, your Green Building Team will be able to focus strategically

²¹³ City of Winnipeg, *Green Building Policy: New City-owned Buildings and Major Additions*, 2011

<http://www.winnipeg.ca/finance/findata/matmgt/documents//2013/401-2013//401-2013 Appendix D City of Winnipeg Green Building Policy New City-Owned Buildings and Major Additions-December 2011.pdf>

²¹⁴ City of Salt Lake *Comprehensive Energy Management of Salt Lake City Facilities*, 2015;

<http://www.slcdocs.com/slcgreen/energyefficiencyexecutiveorder.pdf>

²¹⁵ City of Tacoma, *Green Roads Policy* (Resolution No. 38945), July 8, 2014,

http://cms.cityoftacoma.org/sustainability/Resolution_No_38945.pdf

on which product categories to develop specifications around. Third, get as much data as possible out of your jurisdiction's accounting system to determine how much money your jurisdiction is currently spending on building supplies. This will help your Green Building Team determine where opportunities may exist for the greatest alignment of environmental benefits and cost savings. By collecting data about your jurisdiction's procurement practices, your Green Building Team will begin to communicate sustainable purchasing goals, forge alliances with disparate stakeholders, build a robust business case and set baselines to track and report on the success of green building purchasing initiatives.

If there is an existing contract in place for building supplies, your Green Building Team may also be able to get information from your vendors. Financial data from your jurisdiction's accounting system can be supplemented with spending data from vendors, and the collection of such data can even be required by the terms of a purchasing contract, as in the case of the City and County of San Francisco, CA²¹⁶. Your Green Building Team will gain insight into the contracting practices used by your jurisdiction to purchase building supplies by completing such an assessment.

Best Practice #4

Conduct a baseline assessment of building equipment and supplies (including lifecycle costs of energy and water use, etc.).

The purpose of conducting a baseline assessment of your jurisdiction's current building supplies is to identify strategic opportunities where sustainable purchasing practices can make a difference. The point of conducting such an assessment is to gain a fundamental and specific understanding of what building supplies your jurisdiction is currently buying. You will want to look at the building supplies contracts identified in Best Practice #3, however, the existence of a contract does not tell the whole story – you will need to track what products were actually purchased. This assessment will identify how much money your jurisdiction is currently spending on building supplies, and in what categories.

This data is not always centralized in one place and may live with building professionals in different parts of your organization. In some cases, it may be useful to go into the supply closet, unscrew light bulbs from fixtures, or conduct technical interviews with building maintenance professionals and facility managers. Facility or warehouse managers may keep a binder or database of Material Safety Data Sheets (MSDS) related to products they routinely purchase or use. This data can be an excellent resource in conducting your baseline assessment.

Conducting this assessment can help identify strategic opportunities for your Green Building Team to advocate for relevant and timely sustainable purchasing wins. For example, if your assessment uncovers that one of your jurisdiction's facilities is planning a re-carpeting soon, that means there will be an opportunity for your Green Building Team to make the case for a low-emitting, nontoxic carpet with a multi-attribute third-party certification. The baseline assessment will also allow you to develop an understanding of the volume and regularity with which different categories of building supplies are

²¹⁶Using Microsoft Excel, Jessian Choy at SF Environment has created a set of standardized templates with drop-down menus to enable vendors to quickly select which product was purchased. Drop-downs minimize friction in collecting of purchasing data, and also ensure that the data won't contain any typos. Since typos may create problems for Microsoft Excel's quantitative analysis functions, San Francisco saves time by using a process that automatically formats the data entry. (Interview with Jessian Choy conducted by Responsible Purchasing Network, July 25, 2016)

procured, enabling the Team to focus on high-volume commodities that may represent the greatest opportunities for improvement.

Best Practice #5

Develop a green building supplies procurement plan for your municipality.

The purpose of a Green Building Action Plan is to align your jurisdiction's procurement practices with existing government sustainability goals, such as reducing waste, energy consumption or GHG emissions. Once these priorities are toggled to the calendar of upcoming contracts, your Green Building Team will be able to construct a Green Building Action Plan that will forecast opportunities for substantial, measurable achievements on contracts for green building materials. Priorities may include minimizing existing liabilities (e.g., products with toxic hazards), focusing on high-spend items (e.g., janitorial supplies and equipment) or high-impact items (e.g., light bulbs).

If earning LEED certification is one of your jurisdiction's sustainability goals, then you can look for product attribute alignments such as ENERGY STAR-certified appliances, or UL GREENGUARD Gold certified (low-emitting) materials²¹⁷ that will earn LEED credits. Your Green Building Team may also want to be conscious of current events pertinent to sustainability. For example, serious drought conditions may justify the procurement of water-efficient building products. By aligning with the broad sustainability issues driving your jurisdiction public policy, Green Building Teams can effectively communicate the value of purchasing sustainable building supplies to your mayor, city manager, or other decision-makers.

 The **City of Edmonton, Alberta's Green Building Plan** explicitly states the ways in which green building supports and works toward higher level goals and priorities for the City, in environmental, health, and socio-economic realms. For example, the plan states that it “has been developed to support *The Way We Green: The City of Edmonton's Environmental Strategic Plan*...[addressing] Edmonton's sustainability and resilience challenges relating to energy and climate change, water, food, air, solid waste, and biodiversity. Amongst these, energy and climate change were considered priority areas by the experts and stakeholders who helped develop *The Way We Green*, as these two critical issues pose the greatest sustainability and resilience challenges for Edmonton.”²¹⁸

Additionally, a jurisdiction may decide to improve their procurement practices within a product category simply because it is innovative to do so. For example, San Francisco's decision to improve the sustainable procurement of their disinfectants was done primarily out of the understanding that not much research had been done on this product category. Disinfectants was thus recognized as an area in which San Francisco could play a strong leadership role.

²¹⁷ U.S. Green Building Council, “Low-Emitting Materials Third Party Certification Table.”

<http://www.usgbc.org/resources/low-emitting-materials-third-party-certification-table>

²¹⁸ The City of Edmonton, Alberta's *Green Building Plan*. June 20, 2012.

[https://www.edmonton.ca/city_government/documents/PDF/GreenBuildingPlanFINAL\(low_res\).pdf](https://www.edmonton.ca/city_government/documents/PDF/GreenBuildingPlanFINAL(low_res).pdf)

Best Practice #6

Identify upcoming contracting opportunities for green building products and services.

When evaluating contracts for building materials, it is important to look at both commodity contracts and service agreements. High-spend commodity contracts for building supplies typically include those that offer a wide array of maintenance, repair and operations (MRO) products (sometimes called industrial supplies); janitorial chemicals, equipment and supplies; and electrical materials.

Additional, opportunities exist with contracts for individual building supplies such as:

- Appliances
- Lighting equipment
- Carpeting and flooring
- Construction adhesives and sealants
- HVAC equipment
- Paints and coatings
- Plumbing equipment
- Power equipment (such as solar generators)
- Water heaters

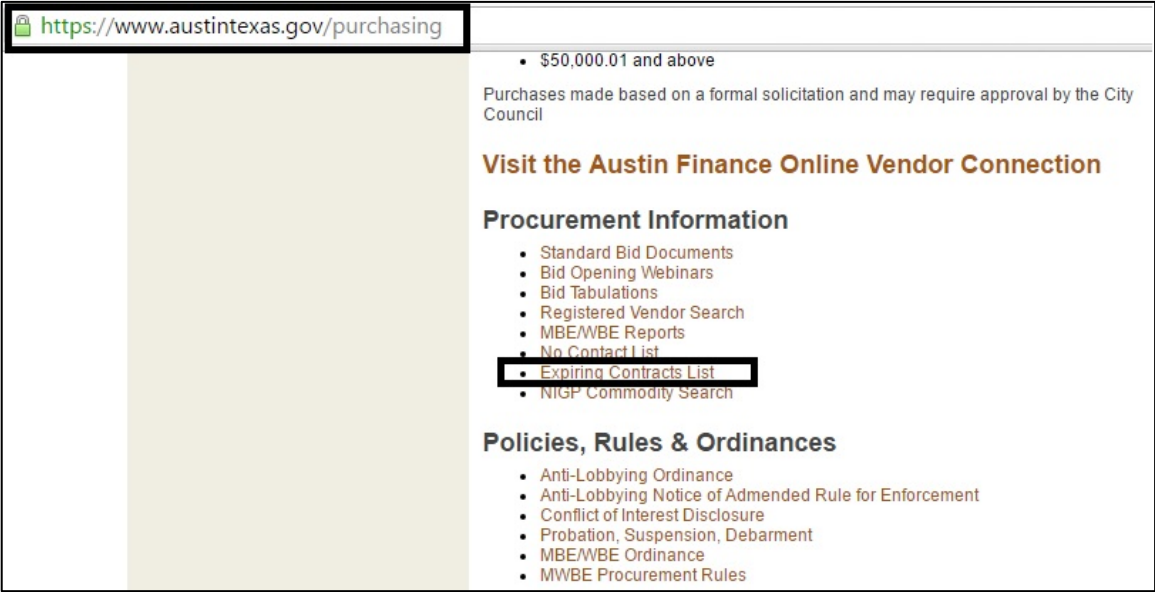
Significant sustainable procurement opportunities are also presented by service agreements for:

- Facility maintenance
- Custodial services
- Building repair and renovation
- Landscaping
- Pest management
- Paint services
- Large building and infrastructure construction projects

Moreover, many cities and counties that have implemented comprehensive sustainable procurement programs have learned that it is important to develop specifications for whole categories of products that can be applied to multiple contracts for commodities and services. For example, the development of specifications for paint can be applied to contracts for paint and maintenance supplies as well as painting and maintenance service agreements.

To identify upcoming contracts, look to see if your jurisdiction's purchasing department maintains a portal to notify vendors of upcoming contracting opportunities. If it does, look for building material commodity contracts and service agreements that are set to expire within the next 6 to 18 months, so that you have sufficient time to address them. In addition to large individual contracts, track multiple contracts for similar types of products or services. For example, some cities negotiate many separate contracts for facility maintenance to which the same specification can be applied.

 The **City of Austin, Texas** maintains the following portal at www.austintexas.gov/purchasing. Below we have indicated the web address and the link for expiring contracts:



By clicking on this link, a Green Building Team can locate a PDF document that lists City of Austin’s contracts by expiration date and includes a description of the contracts along with dollar amounts. This can help your Green Building Team to strategically prioritize product categories based on upcoming contract opportunities, but with enough lead time to get specifications ready for your purchasers far in advance of the bid date. For example, City of Austin indicates that a relatively large Maintenance, Repair and Operations (MRO) contract is set to expire (see table below).

Contracts Expiring from March 2016 through August 2016

Contract Number	Contract Description	Vendor Count	Vendor Name	Contract Amount	Start Date	Expiration Date
GC130000008	MRO Contract	3	APPLIED INDUSTRIAL TECHNOLOGIES INC	\$15,000,000.00	7/22/2013	6/22/2016

Purchasing can require the approved vendor on its MRO contract, Applied Industrial Technologies, Inc., to submit historic contract usage information, including a list products purchased by city agencies on the contract with dollar amounts and quantities. Such data will help the Green Building Team identify opportunities for improvement when the contract is rebid.

Best Practice #7
Develop sustainability specifications and contracting strategies for high-spend/high-impact building materials, equipment, and supplies.

After strategically selecting the upcoming contracts that your Green Building Team will focus on, the next step is developing sustainability specifications and contracting strategies. There are several ways to go about this.

One effective way to begin developing a robust specification involves selecting products to block from the contract entirely.

🔍 In 2005, **New York City** became the first major US city to ban inefficient incandescent light bulbs from their operations.

Another approach involves blocking hazardous chemicals or attributes from an entire product category.

🔍 **Boston, MA** requires through their *Dept. of Neighborhood Development Multifamily New Construction Design Requirements and Guidelines* (2014) that all “all medium-density fiberboard (MFD) used in cabinetry and countertops shall be formaldehyde-free,” and “Paint, stains and varnishes should be limited to low (50 g/L) or no VOC, except as noted.”²¹⁹ By demanding the elimination of a hazardous chemicals or setting a maximum threshold for VOCs, Boston safeguards the residents of affordable housing projects from numerous serious health risks.²²⁰

Since many building supplies may multiple environmental attributes, it can be helpful to rely on trusted third-party certifications when developing specifications. However, this does necessitate navigating the landscape of third-party certifications. For example, adhesives covered by all of the following certifications: Cradle to Cradle, Green Seal, SCS FloorScore, UL GREENGUARD, UL EcoLogo, and Carpet and Rug Institute (CRI) Green Label Plus. In such cases, the Green Building Team should prioritize the specification of third-party certifications that cover multiple attributes, rather than a single attribute. For example, Cradle to Cradle is a multi-attribute certification that evaluates environmental and health impacts arising from a product’s manufacture, use and disposal. In contrast, SCS FloorScore is a single-attribute certification, only measuring a flooring product’s impact on indoor air quality.

Finally, Green Building Teams can develop specifications that require vendors to remain engaged throughout the life of the contract.

🔍 **Portland, Oregon** requires its vendors provide quarterly usage reports and recycling services for unused paints, including drop-off and take-back options. By writing these requirements into the contract, Portland has been able to communicate the importance of sustainable purchasing to its vendors and ensure that the benefits of sustainable paints are being realized in practice.²²¹

Although developing specifications for green building supplies may sometimes seem daunting, there is no reason that purchasers should feel compelled to re-invent the wheel. Green Building Teams can save time by utilizing research, sustainability specifications, vendor survey questions and other bid solicitation documents, and model contract language that have been created by other government purchasers. When doing so, however, check to make sure that they are up-to-date and meet the needs of your jurisdiction. It is important to note that some sustainability attributes – such as recycled content or VOC content – is not verified by a third party. For those products, the Purchasing Department may want

²¹⁹ City of Boston “Dept. of Neighborhood Development Multifamily New Construction Design Requirements and Guidelines”, 2014;

http://dnd.cityofboston.gov/portal/v1/contentRepository/Public/dnd%20pdfs/HousingDevelopment/14-1_Design_Standards-Final-August_2014_leed_rev.pdf

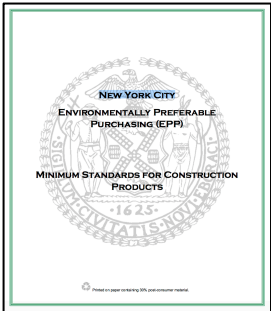
²²⁰ Nabihah Maqbool, Janet Viveiros, and Mindy Ault “The Impacts of Affordable Housing on Health: A Research Summary” *Insights from Housing Policy Research*, The Center for Housing Policy, April 2015

http://www2.nhc.org/HSGandHealthLitRev_2015_final.pdf

²²¹ City of Portland *Sustainable Procurement Specifications Excerpt, Paints and Related Supplies* (February 13, 2014); <https://www.portlandoregon.gov/brfs/article/497910>

to request documentation of compliance during the bid solicitation process or reserve the right to do so while the contract is in place, if questions arise.

Below are some examples of sustainable procurement resources for building materials:

-  **New York City** created a set of procurement specifications for environmentally preferable building construction and facility maintenance products, *Minimum Standards for Construction Products*.²²² This resource covers appliances, architectural coatings, HVAC equipment, lighting products, plumbing fixtures, and other miscellaneous construction products, and identifies minimum standards for each product type, requiring third-party certifications of environmental claims when certified products are readily available.
- 
- **US Communities**, a national (US-based) cooperative purchasing organization primarily for local governments) Environmental included the following vendor survey questions in its RFP for maintenance, repair and operations (MRO) products:
 1. Provide a brief description of any company's environmental initiatives, including your company's environmental policies and/or strategies, your investments in being an environmentally preferable product leader, and any resources dedicated to your environmental strategy, including staff.
 2. Describe your company's process for defining, verifying, and labeling green/sustainable products and services in your offering. Explain how you help public agencies navigate toward the green products in your offering through website filters, keyword searches, displaying eco-logos, etc.
 3. If applicable, list products in your offering that have any third-party environmental certifications, such as:
 - Biodegradable Products Institute (e.g., compostable bags, food service ware, etc.)
 - Consortium for Energy Efficiency (lamps)
 - Cradle to Cradle (e.g., building materials, construction adhesives, paint)
 - Design Lights Consortium (e.g., LED lighting equipment)
 - ENERGY STAR (e.g., appliances, HVAC and lighting equipment)
 - Green Seal (e.g., cleaners, hand soap, janitorial paper products, paint)
 - Master Painters Institute (MPI) Green Performance Standard (paints and coatings)
 - NEMA Premium Efficiency (e.g., motors, ballasts)
 - Scientific Certification Systems (SCS) FloorScore (e.g., carpet, flooring, flooring adhesives, underlayment, etc.)
 - Scientific Certification Systems (SCS) Indoor Advantage (building materials, furniture, etc.)

²²² *New York City Environmentally Preferable Purchasing (EPP) Minimum Standards for Construction Products*, June 2012; http://www1.nyc.gov/assets/mocs/downloads/pdf/epp/nycepp_construction.pdf

- UL GREENGUARD (adhesives, flooring, insulation, sealants, etc.);
 - UL EcoLogo (cleaners, deodorizers, hand soaps and sanitizers, floor polish and strippers, etc.)
 - USDA Biobased (lubricants, building materials, etc.)
 - US EPA Safer Choice (cleaners, hand soaps, deicers, floor maintenance chemicals)
 - WaterSense (water efficient fixtures, toilets, etc.)
4. If applicable, does your company have a chemicals policy? Do you restrict any chemicals of concern in your products beyond what is required by federal and state laws? Does your company label products that are on the California Prop 65 list of chemicals that are known to the State of California to cause cancer, birth defects or other reproductive harm?
 5. Does your company label any products in your offering that are free of chemicals of concern, such as mercury, lead, PVC (vinyl), phthalates, flame retardants, neonic pesticides, etc.? If yes, describe what you do in this area.
 6. Does your company provide links to products' SDS/MSDS sheets and/or Health Product Declaration or Environmental Product Declaration Forms?
 7. Describe your company's recycling services. Describe any buy back or take back options offered for products sold on this contract such as batteries, mercury-containing equipment, paint, chemicals, etc. Describe your company's efforts to reduce or reuse packaging (or avoid difficult-to-recycle packaging such as polystyrene foam) and minimize the environmental footprint in the shipping process.
 8. What percentage of your offering is environmentally preferable and what are your plans to improve this offering?²²³

In addition, by aggregating demand from multiple entities and using cooperative purchasing agreements, it is possible for Green Building Teams to save their jurisdiction money.

Examples from this Playbook can be used as templates by governments looking for tested strategies to achieve sustainable procurement success. In some cases, it may even be possible to piggy-back on green building supplies contracts from other jurisdictions that are known to have robust sustainability specifications. This technique can sometimes be used to purchase sustainable building supplies even before an existing contract has expired.

²²³ Maricopa County Bid 16154-RFP: Maintenance, Repair and Operating Supplies, Industrial Supplies and Related Products, August 4, 2016; http://www.uscommunities.org/fileadmin/hb/usc/Solicitations/16154_Packet_for_Bid.pdf

Best Practice #8

Negotiate discounts for sustainable building materials, supplies, and services.

There persists an inaccurate perception among many purchasers that “green” supplies necessarily come with a higher price tag. In practice this is often not true. However, vendors will sometimes charge more for green products simply because green attributes are seen as a differentiating factor in the marketplace. Hence, the belief in pricey “green” products can become a self-fulfilling prophecy. Such premiums may even produce the perverse consequence of discouraging building maintenance professionals from taking advantage of green building supplies on contracts, even if they have been otherwise encouraged to do so. That’s why it remains vital to negotiate for price discounts specifically on green products offered on a contract, rather than on the contract as a whole.

While category-wide discounts are certainly desirable, it is also important to prioritize *relative* discounts that make green building supplies less expensive for building maintenance professionals than their conventional less sustainable alternatives. If your municipality’s purchasing practices tend to favor negotiation on an entire contract or a “market basket,” consider asking vendors to submit a market basket for an all-green contract. By negotiating prices on an all-green contract, your purchasers may be able to achieve greater discounts on the green products than if the contract was a mixed-green offering that included both sustainable and unsustainable products.

Best Practice #9

Promote utilization of contracts for green building materials, supplies, and services.

Once the work of developing specifications and negotiating discounts is completed, building maintenance professionals must be familiar enough with the green product offerings to utilize the contracts. That is why it is important to bring building maintenance professionals and facilities managers onto your Green Building Team early on in the process, consulting with them on the development of specifications to make sure that high-volume green products will be accessible and desirable from a performance and cost perspective.

However, your Green Building Team may also write into the contract a requirement that the vendor provide training sessions to your jurisdiction’s maintenance staff at every facility. These training sessions should be designed to introduce maintenance staff to innovative green products while communicating the benefits of sustainable building supplies. Both the vendor and the staff should become familiar with the benefits of purchasing green building supplies, as well as the potential hazards associated with purchasing unsustainable products. Again, it is the facilities staff, such as painters, who may actually have the most to gain from purchasing sustainable products since it is they who are the most exposed to the risks of hazardous paint fumes, which may range from cancer, to liver, kidney and central nervous system damage.²²⁴ Communicating both the risks and the benefits of purchasing green building supplies will help ensure that your jurisdiction’s buyers take advantage of the sustainable product options available to them.

²²⁴ US Environmental Protection Agency “Volatile Organic Compounds’ Impact on Indoor Air Quality” 2016
<https://www.epa.gov/indoor-air-quality-iaq/volatile-organic-compounds-impact-indoor-air-quality>

Best Practice #10

Track and report results, including cost savings and sustainability benefits, from your municipality's green building procurement initiatives.

Tracking and reporting progress on the sustainability of your green building initiatives will help your Green Building Team build support across your municipality, and will increase buy-in from leaders, purchasers and maintenance and facility professionals.

 In 2013, **King County, Washington** reported that its agencies undertook 280 green building projects using the King County Sustainable Infrastructure Scorecard. At the time, this represented 98 percent of all capital projects undertaken by the County and included 100 percent LED lighting in courtrooms. By tracking electricity for these LED courtrooms, King County was able to measure a reduced lighting demand of 35 percent. This level of detail in King County's reporting, which includes both tracking the products purchased and installed *and* the building electricity consumed, has enabled it to demonstrate the positive operational impact of purchasing green lighting. Similarly, the County tracked a 30 percent reduction of water use resulting from the installation of water-efficient fixtures and appliances. Measuring these successes makes it easy to demonstrate the benefits of buying greener building supplies.

The environmental and economic benefits of sustainable purchasing may not always be solely located within resource consumption. For example, an LED light bulb lasts 50 times longer than an incandescent light bulb and 8-10 times longer than a compact fluorescent light bulb.²²⁵ That means that installing LED bulbs in place of incandescent bulbs will save maintenance crews the hours, costs and risks associated with manually replacing that same incandescent light bulb 50 times. Those maintenance costs add up fast and make an easy business case for lighting retrofits.

Alameda County's Indoor Lighting Retrofit Yields Cost Savings and Environmental Benefits

In 2009, Alameda County, California undertook a comprehensive indoor lighting retrofit that saved 6,000 maintenance hours through longer-lasting lamps, along with 3 million kwh and more than \$350,000 in annual energy costs.²²⁶ The retrofit also eliminated 350,000 mg of mercury by specifying low-mercury lamps in the contract. By tracking and reporting on the benefits of purchasing sustainable building supplies, Alameda County has been able to tout their success nationally, achieving not only numerous LEED certifications but a 2016 Outstanding Case Study Award for their Green Building Program from the Sustainable Purchasing Leadership Council (SPLC).²²⁷ This award will add momentum to Alameda County's green building efforts, creating a virtuous cycle where reporting the results of green building initiatives makes it easier to advocate for sustainable specs as new contracts come up for bid. By making sure to track and report their successes, Alameda County lays strong groundwork for a culture of sustainable purchasing across their government facilities, enabling the jurisdiction to achieve continuous improvements in the social, environmental and economic benefits of the building supplies they purchase.

²²⁵ Bulbs.com "LED FAQ", 2016 <http://www.bulbs.com/learning/ledfaq.aspx>

²²⁶ Alameda County "Lighting Retrofit" 2016 <https://www.acgov.org/sustain/what/energy/lighting.htm>

²²⁷ Karen Cook "Alameda County's Green Building Program" 2016 https://www.acgov.org/sustain/documents/casestudy_2016splc-greenbuilding.pdf

*City of San José, California***COUNCIL POLICY**

TITLE	ENVIRONMENTALLY PREFERABLE PROCUREMENT POLICY (EP3)	PAGE 1 of 5	POLICY NUMBER 4-6
EFFECTIVE DATE	September 25, 2001	REVISED DATE	April 24, 2012
APPROVED BY COUNCIL ACTION		Revised 3/20/2007, Item 7.3 (b), Res. No. 73700; 11/17/2009, Item 7.2 (b), Res No. 75177; 4/24/12, Item 2.13 (b), Res No. 76203	

PURPOSE

It is the goal of the City of San José (City) to utilize its purchasing power to influence commerce to offer goods and services with better environmental performance, and to procure products and services from manufacturers and suppliers that demonstrate a high level of environmental and social responsibility.

By incorporating environmental considerations into public purchasing, the City intends to reduce impacts to human health and the environment, reduce its carbon footprint, remove unnecessary hazards from its operations, reduce costs and liabilities, fulfill its commitments under the City's Green Vision and Urban Environmental Accords, meet LEED requirements for USGBC certification, and improve the environmental quality of the region.

This Policy will guide the City's efforts to procure environmentally sustainable products and services. While not all of these guidelines will be feasible in every procurement of goods and services, the City will make a good faith effort to incorporate these guidelines to the maximum extent possible in its procurement decisions. This Policy could be considered for purchasing and contracting in support of the operation and management of all City-owned buildings and facilities as well as their components, systems, operations and materials; and for all City programs, events, contractors, and grantees.

BACKGROUND

The City adopted Council Policy 4-4 on Source Reduction and Recycling Procurement in 1990 to establish markets for recyclable materials. Policy 4-4 was designed to favor products with recycled content and ensure that such products were not excluded from consideration in solicitations.

In 2001, the City expanded environmental considerations in procurement beyond recycling and the reduction of solid waste and toxics to include energy conservation, water conservation, and life cycle analysis with the adoption of Council Policy 4-6, the Environmentally Preferable Procurement Policy (EP³). Policy 4-6 was revised in 2007 and 2009.

Policies 4-4 and 4-6 enabled the City to seek grants from the California Integrated Waste Management Board, which requires a formal recycled content procurement policy and a report on its implementation for grant eligibility.

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In 2005, the City became a signatory to the Urban Environmental Accords which encouraged its members to conduct environmental procurement.

To address sustainability in a more comprehensive way, the City adopted its Green Vision in 2007. The ten Green Vision goals are designed to move the City towards greater environmental sustainability. Policy 4-6 advances several of the Green Vision goals including zero waste, energy efficiency and renewable energy, green building, green fleet, and smart streets.

In recent years, the State of California has enacted several bills that relate to Policy 4-6 including AB 1879, the Green Chemistry Act, SB 509 addressing hazardous materials and toxic substances, and AB 32, the Global Warming Solutions Act.

City policies and plans that support the goals of environmental preferable procurement include the Sustainable City Major Strategy of the General Plan, the Pollution Prevention Policy, the Green Building Policy, the Zero Waste Strategic Plan (adopted October 2008), the Strategic Energy Plan (adopted September 2009), and the proposed Climate Action Plan.

POLICY

It is the policy of the City of San José to reduce the environmental impact of its purchases by addressing:

1. Product Content

- a. Purchase products which contain the highest percentage of post-consumer recovered material and the highest percentage of total recovered material available in the marketplace (e.g.; minimum 30% post-consumer content for paper).
- b. Ensure that specifications and performance standards for goods and services do not require the use of products made from virgin materials nor specifically exclude the use of environmentally preferable products.
- c. Replace disposables with re-usable, recyclable, or compostable goods.
- d. Avoid hazardous materials that have the potential to be persistent, bioaccumulative and/or toxic (PBT). Consider impacts and threats of harm to human health and/or the environment.
- e. Require manufacturers and their suppliers to disclose to the City the material content of their products.

2. Extended Producer Responsibility

- a. Include product specifications that address:
 - i. Durability and minimization of waste in the product design, materials content, manufacturing processes, packaging, distribution, and end-of-life management. Areas of consideration include the use of virgin material, water, energy, hazardous substances, product longevity, recycled content, recyclability, and product takeback.
 - ii. Free or low-cost product takeback services (e.g.; collection, recycling, remanufacturing, and proper disposal of their products).

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- iii. Documentation that products previously purchased or leased are in fact reused, recycled, or otherwise safely managed at the end of their useful lives.
- b. Purchase products that minimize greenhouse gas emissions over the entire product lifecycle.
- c. Participate in industry-financed recycling programs such as the Rechargeable Battery Recycling Corporation (RBRC) and the Thermostat Recycling Corporation (TRC).

3. Environmental Product Standards

Procure environmentally preferable goods and services that meet environmental product standards established by governmental or other widely recognized authorities. Examples include the Green Seal 37 standard for janitorial products, EPEAT for IT equipment, and GreenGuard for furniture. The standards should be:

- a. Developed and awarded by an impartial third-party;
- b. Developed in a public, transparent, and broad stakeholder process; and
- c. Represent specific and meaningful criteria for that product or service category.

4. Other Environmental Factors

Integrate environmental factors into the City’s purchasing decisions if external authorities have not established standards. Examples include, but are not limited to:

- a. Purchase fleet vehicles that provide the best available fuel efficiency and net reduction in vehicle fleet emissions;
- b. Evaluate, as appropriate, the environmental performance of vendors in providing products and services;
- c. Ensure that at least 30% of direct purchases of food served in City facilities is locally grown and organic; and
- d. Procure goods, products and services that support City LEED certification.

5. Performance Measurement

Quantify the environmental and economic benefits of the procurement of environmental alternatives such as recycled content paper, biodiesel, and IT equipment by utilizing available product environmental benefits calculators. Environmental benefits calculators have been developed to quantify the benefits associated with the procurement and use of various products such as paper, biodiesel, and janitorial supplies.

DEFINITIONS

The following terms shall have the assigned definitions for all purposes under this Policy:

Environmentally Sustainable Products and Services means products and services that have a lesser or reduced negative effect on human health and the environment when compared with competing products that serve the same purpose. In comparing products and services, the City

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should consider raw materials acquisition, production, manufacturing, packaging, distribution, operation, maintenance, reuse, disposal of products, end of life management, or service delivery.

Specifically, factors that should be considered when determining that a product or service has environmentally preferable attributes include, but are not limited to:

- Minimization of virgin material used in product or service life cycle;
- Maximization of recycled materials used in product or service life cycle;
- Life cycle analysis of products and services;
- Reuse of existing products or materials in product or service life cycle;
- Recyclability, biodegradability, and compostability of product;
- Minimization of packaging;
- Minimization of greenhouse gas emissions;
- Water, energy, and fuel efficiency;
- Toxicity reduction or elimination;
- Durability and maintenance requirements; and
- Ultimate disposal of the product.

LEED (Leadership in Energy and Environmental Design) means the Green Building Rating System developed and administered by the United States Green Building Council (USGBC) and adopted by the City in the Green Building Policy.

Life Cycle Analysis means the comprehensive accounting of the total cost of ownership, including initial costs, energy and operational costs, longevity and efficacy of service, and disposal costs.

Extended Producer Responsibility (EPR) means an environmental policy that transfers the costs and/or physical responsibility of waste management away from local government authorities to producers by encouraging the producer to extend their responsibility for the environmental impact (physical and/or financial) of a product to the post-consumer stage of a product's life cycle, to the extent that the impacts cannot be eliminated by design.

Persistent, bioaccumulative, or toxic (PBT) means chemicals that are toxic, persist in the environment, bio-accumulate in food chains, and pose risks to human health and ecosystems. PBTs transfer easily between air, water, and land, remain in the environment for long periods of time, are not readily destroyed, and build up or accumulate in body tissue.

IMPLEMENTATION GUIDELINES

The City Manager shall ensure the development and maintenance of implementation guidelines that provide sufficient direction and clarity to carry out this Policy in an efficient and accountable manner. Specifically, the City Manager shall:

1. Prepare and deliver to the City Council an annual report on implementation of this Policy. The report shall include documentation of the types, quantities, and dollar amounts of environmentally preferable products and, their economic and environmental benefits (including the percentage of post-consumer and total recovered material content). This report should also discuss the environmental benefits of applying this Policy to certain services such as janitorial, landscape, and painting services.

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2. Establish guidelines governing the development, review, and approval of specifications for procurement of products and services that address recycled content, recyclability, energy and water conservation, life cycle cost, extended producer responsibility, toxins reduction, rapidly renewable materials, forest protection, preference for local products, and other environmental considerations, and support Green Building certification efforts.			
3. Include environmentally sustainable products and services in specifications for City solicitations.			
4. Incorporate product (including packaging) stewardship measures such as take back and end of life management into contract requirements.			
5. During an evaluative procurement process, require vendors to report environmental and economic benefits of green product alternatives.			
6. Ensure that all new City buildings and renovations utilize materials and building systems that will facilitate LEED certification and ensure that this policy is implemented in a manner consistent with the City's Green Building Policy 8-13.			
7. Review this Policy at least every five years, and present any recommendations to the City Council.			
8. The City will not purchase polystyrene foam cups, bowls and plates, or any other single-use food service wares that cannot be recycled or composted in the City's programs, unless there are no practicable alternatives. The City Manager shall take actions to implement this Policy in all vendor contracts, grant agreements, and concession agreements; at all City-sponsored events and in permits and leases involving the use of City property, where practicable and appropriate.			