

**NOTICE OF CALL OF SPECIAL MEETING  
TO THE MEMBERS OF THE SUSANVILLE CITY COUNCIL**

You are hereby notified that a SPECIAL MEETING of the Susanville City Council will be held in the Council Chambers of City Hall in the City of Susanville at 66 North Lassen Street, Susanville, California on July 31, 2019 at 3:00 p.m. to transact the following business:

Call Meeting to Order  
Roll Call of City Councilmembers  
Pledge of Allegiance

**1      APPROVAL OF THE AGENDA:**

**2      PUBLIC COMMENT:** Members of the public may address the Council concerning **any item on the agenda** prior to or during consideration of that item.

**3      SCHEDULED MATTERS:**

- A      Consider **Resolution No. 19-5684**, approving contract with Impact Construction for the Riverside Park Project
- B      Consider Main Street Pavement Striping Alternative for Uptown Susanville; Discussion of Bulb-outs issues and concerns

**4      ADJOURNMENT:**

  
\_\_\_\_\_  
Joseph Franco, Mayor pro tem

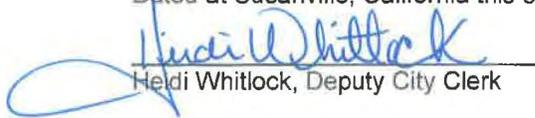
ATTEST:   
\_\_\_\_\_  
Heidi Whitlock, Deputy City Clerk

**AFFIDAVIT OF MAILING NOTICE**

I, the undersigned City Clerk of the City of Susanville, California do hereby certify that a copy of the **NOTICE OF CALL OF SPECIAL MEETING, July 31, 2019 at 3:00 p.m.** was delivered to each and every person set forth on the list contained herein on the 30th day of July, 2019. A copy of said Notice is attached hereto.

I declare under penalty of perjury that the foregoing is true and correct.

Dated at Susanville, California this 30th day of July, 2019

  
\_\_\_\_\_  
Heidi Whitlock, Deputy City Clerk

Kevin Stafford	electronic mail
Joseph Franco	electronic mail
Brian Moore	electronic mail
Mendy Schuster	electronic mail
Brian Wilson	electronic mail

Reviewed by:  City Administrator

- Motion only
- Public Hearing
- Resolution
- Ordinance
- Information

**Submitted by:** Quincy McCourt, Project Manager

**Action Date:** July 31, 2019

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Consider **Resolution No. 19-5684**, approving execution of agreement with Impact Construction for Construction Services for the Riverside Park Improvement Grant.

**PRESENTED BY:** Quincy McCourt, Project Manager

**SUMMARY:** The City of Susanville has been awarded funding, in the amount of \$450,000.00 with a \$0.00 local match, through the Community Development Block Grant (CDBG) for the Riverside Park Improvement Project. One proposal was received from Impact Construction. Impact Construction has proposed a price of \$699,619.00 to complete the Riverside Park Project. The complete scope of work must be complete in October, 2019.

Staff is requesting that the Mayor be authorized to execute the agreement with Impact Construction for Construction Services for the Riverside Park Improvement Project in an amount of \$699,619.00. Including Program Income (PI), there will be about \$708,000 to proceed with the project. Staff is also requesting approval for the City Administrator or designee to sign and execute any change orders or addendums should any arise.

**FISCAL IMPACT:** None.

**ACTION**

**REQUESTED:** Motion to approve Resolution No. 19-5684 approving execution of agreement with Impact Construction for Construction Services and authorizing the Project Manager to execute the contract and authorize the City Administrator or designee to sign and execute any change orders or addendums to the contract that do not exceed available grant funding or Program Income.

**ATTACHMENTS:** Resolution No. 19-5684  
Project Contract  
(Entire Notice inviting Bids will be available for public review)

**RESOLUTION NUMBER 19-5684**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**AUTHORIZING THE MAYOR TO EXECUTE THE IMPACT CONSTRUCTION**  
**CONTRACT FOR THE RIVERSIDE PARK IMPROVEMENT PROJECT AND**  
**AUTHORIZE THE CITY ADMINISTRATOR OR DESIGNEE TO SIGN AND EXECUTE**  
**ANY CHANGE ORDERS OR ADDENDUMS TO THE CONTRACT**

**WHEREAS**, the City of Susanville has been awarded funding, in the amount of \$450,000.00 with a \$0.00 local match, through the Community Development Block Grant (CDBG) for the Riverside Park Improvement Project; and

**WHEREAS**, one proposal was received from Impact Construction; and

**WHEREAS**, Impact Construction has proposed a price of \$699,619.00 to complete the Riverside Park Project; and

**WHEREAS**, the complete scope of work must be complete in October, 2019; and

**WHEREAS**, including Program Income (PI), there will be about \$708,000 to proceed with the project; and

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Susanville that the Mayor may execute the Impact Construction contract for the Riverside Park Improvement Project and authorize the City Administrator or designee to sign and execute any change orders or addendums to the contract.

Dated: July 31, 2019

APPROVED: \_\_\_\_\_  
Kevin Stafford, Mayor

ATTEST: \_\_\_\_\_  
Heidi Whitlock, Deputy City Clerk

The foregoing Resolution No. 19-5684 was adopted at a special meeting of the City Council of the City of Susanville, held on the 31st day of July, 2019, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

\_\_\_\_\_  
Heidi Whitlock, Deputy City Clerk

APPROVED AS TO FORM. \_\_\_\_\_  
Jessica Ryan, City Attorney

**PROJECT CONTRACT**  
**CITY OF SUSANVILLE / \_\_\_\_\_**

**RIVERSIDE PARK IMPROVEMENTS**

THIS CONTRACT ("CONTRACT") is made as of \_\_\_\_\_, 2018, by and between the CITY OF SUSANVILLE, a municipal corporation of the State of California ("City"), and \_\_\_\_\_, a/an individual, partnership, corporation ("Contractor").

City and Contractor agree as follows:

**ARTICLE 1 BASIC INFORMATION**

- 1.1 City: CITY OF SUSANVILLE
- 1.2 City's Representative: Project Manager
- 1.3 City's address: 66 North Lassen Street, Susanville, CA 96130
- 1.4 Contractor: \_\_\_\_\_
- 1.5 Contractor's Representative: \_\_\_\_\_
- 1.6 Contractor's address: \_\_\_\_\_
- 1.7 Project name and location: \_\_\_\_\_
- 1.8 City's Project Manager,  
Contract Documents prepared by: \_\_\_\_\_
- 1.9 The following listed  
addenda are incorporated:
  - Exhibit "A" Description of Project
  - Exhibit "B" Bid Forms
  - Schedule "A" (PF-8 through PF-10)
  - Schedule "B" (PF-11 through PF-12)
  - Schedule "C" (Contractor to Provide)
- 1.10 Terms defined in City's General Conditions shall have the same meanings when used in this Contract.

**PROJECT CONTRACT**  
**CITY OF SUSANVILLE / \_\_\_\_\_**

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Contract Documents prepared by: \_\_\_\_\_
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  - Exhibit “A” Description of Project
  - Exhibit “B” Bid Forms
  - Schedule “A” (PF-8 through PF-10)
  - Schedule “B” (PF-11 through PF-12)
  - Schedule “C” (Contractor to Provide)
- 1.10 Terms defined in City’s General Conditions shall have the same meanings when used in this Contract.

**ARTICLE 2 WORK**

- 2.1 Contractor shall provide all labor, materials, equipment, tools, and services required by City and shall perform all work described in the Contract Documents. Contractor agrees to do additional work arising from changes ordered by City pursuant to Article 7 of the General Conditions.

**ARTICLE 3 CONTRACT TIME**

- 3.1 Contractor shall commence the Work on the date specified in City's Notice to Proceed. The Work shall be fully completed within **60** days (the "Contract Time") after the date of commencement specified in City's Notice to Proceed.

**ARTICLE 4 LIQUIDATED DAMAGES**

- 4.1 City and Contractor agree that if the Work is not completed within the Contract Time, City's damages would be extremely difficult or impracticable to determine. Therefore, City and Contractor agree that if Contractor fails to complete the Work within the Contract Time, Contractor shall pay to City, on demand, as liquidated damages and not as a penalty, the sum of One Thousand Seven Hundred Dollars (\$1,700) for each day after the expiration of the Contract Time that the Work remains incomplete, and that this amount is a reasonable estimate of and a reasonable sum for such damages. City may deduct any liquidated damages owed to City, as determined by City, from any payments otherwise payable to Contractor under this Contract.
- 4.2 Nothing contained herein shall limit City's rights or remedies against Contractor for any default other than failure to complete the Work within the Contract Time. This provision for liquidated damages shall not be applicable nor act as a limitation upon City if Contractor abandons the Work. In such event, Contractor shall be liable to City for all losses incurred.

**ARTICLE 5 CONTRACT SUM**

- 5.1 The Contract Sum is: \_\_\_\_\_ Dollars (\$ \_\_\_\_\_).
- 5.2 City shall pay to Contractor, for the performance of the Work, the Contract Sum subject to adjustment for alternates, unit price items, changes ordered by City, and as otherwise provided in the Contract Documents.
- 5.3 Unit prices, if any, and their respective estimated quantities, if specified, are listed in Exhibit "B" Contract Sum - Unit Prices.

The Contract Sum will be increased by an amount equal to the unit price multiplied by the actual number of units of each unit price item incorporated in the Work. Adjustment of unit prices, if actual quantities vary from estimated quantities, is subject to the provisions of Section 7.5 of the General Conditions.

**ARTICLE 6 CONTRACT DOCUMENTS**

6.1 The Contract Documents consist of this Contract, Project Specifications (including all attachments), Project Plans (Riverside Park Improvements), Addenda, Bid Forms, Certificates of Insurance, Performance Bond, Labor and Materials Bond, List of Subcontractors, Notice to Proceed, Contract Modifications, and all other documents identified in this Agreement copies of which have been provided to Contractor by City.

**ARTICLE 7 DUE AUTHORIZATION**

7.1 The person or persons signing this Contract on behalf of Contractor hereby represent and warrant to City that this Contract is duly authorized, signed, and delivered by Contractor.

THIS CONTRACT is entered into as of the date first written above and is executed in at least three original counterparts. One counterpart original shall be delivered to Contractor and two counterpart originals shall be delivered to City.

THE CITY OF SUSANVILLE

CONTRACTOR

\_\_\_\_\_  
By: Project Manager

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

APPROVED AS TO FORM:

\_\_\_\_\_  
(Name and Classification of License)

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
(California License Number)

\_\_\_\_\_  
(Expiration Date)

(Complete notary acknowledgment for all signatures of Contractor. If signed by other than the sole proprietor, a general partner, or corporate officer, attach original notarized power of attorney or corporate resolution.)



**RIVERSIDE PARK IMPROVEMENTS**

**EXHIBIT “A”**  
**Description of Project**

GENERAL WORK DESCRIPTION - The work, in general, to be done under this contract consists of removing some existing park elements and installing new parking areas, concrete curbs and sidewalks, decomposed granite paths, , a basketball court, a prefabricated restroom building, horseshoes pits, field lighting, site furniture, fencing, bollards, planting and irrigation; all within the confines of Riverside Park in Susanville, CA.

**PROJECT NAME: RIVERSIDE PARK IMPROVEMENTS**

and the construction notes and details as shown on the contract plans entitled:

**RIVERSIDE PARK IMPROVEMENTS**

**PROJECT CONTRACT**

CITY OF SUSANVILLE/ \_\_\_\_\_

**RIVERSIDE PARK IMPROVEMENTS**

**EXHIBIT "B"**

**BID FORMS (SCHEDULES A, and B)**

AGENDA ITEM NO. \_\_\_\_

Reviewed by:  City Administrator

- Motion Only
- Public Hearing
- Resolution
- Ordinance
- Information

**Submitted By:** Dan Newton, Public Works Director

**Action Date:** July 31, 2019

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Consider Main Street Pavement Striping Alternative for Uptown Susanville, Discussion of Bulb-outs issues and concerns.

**PRESENTED BY:** Dan Newton, Public Works Director

**SUMMARY:** Caltrans has presented a plan for the City's consideration. The plan reflects a potential re-striping option for Main St. in Uptown Susanville. Caltrans has not formally requested the City's approval of this plan but has presented it as an option at a meeting of the Local Transportation Commission requesting feedback. The plan is Caltrans' response to a concerned citizen's request to address the lane drop at the west end of town that was necessitated by the installation of the barrier wall.

There are three options available for Council's consideration; 1) request Caltrans proceed to restripe Main St. as proposed; 2) request Caltrans restripe Main St. according to its previous configuration; 3) request Caltrans come up with a different striping configuration.

Regarding the construction of the bulb-outs along Main Street several concerns have been expressed. Council discussed the item on July 23<sup>rd</sup> at a special meeting and received feedback from the public. At that time, it was requested that the item be continued to provide more time for community feedback.

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** Motion to make recommendation to Caltrans.

**ATTACHMENTS:** DRAFT uptown Susanville Striping Plan  
Pavement Delineation Plan (two pages) – previous striping configuration



# DRAFT

## UPTOWN SUSANVILLE STRIPING PLAN

NOT TO SCALE

F:\096\Traffic Studies\Lassen\Susanville Restripe Study\Susanville Strip Map\Susanville.dwg

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS
02	Las	36	22.4/R29.4	218	317

<i>W. gnl</i>	6-26-17
REGISTERED CIVIL ENGINEER	DATE
6-26-17	
PLANS APPROVAL DATE	

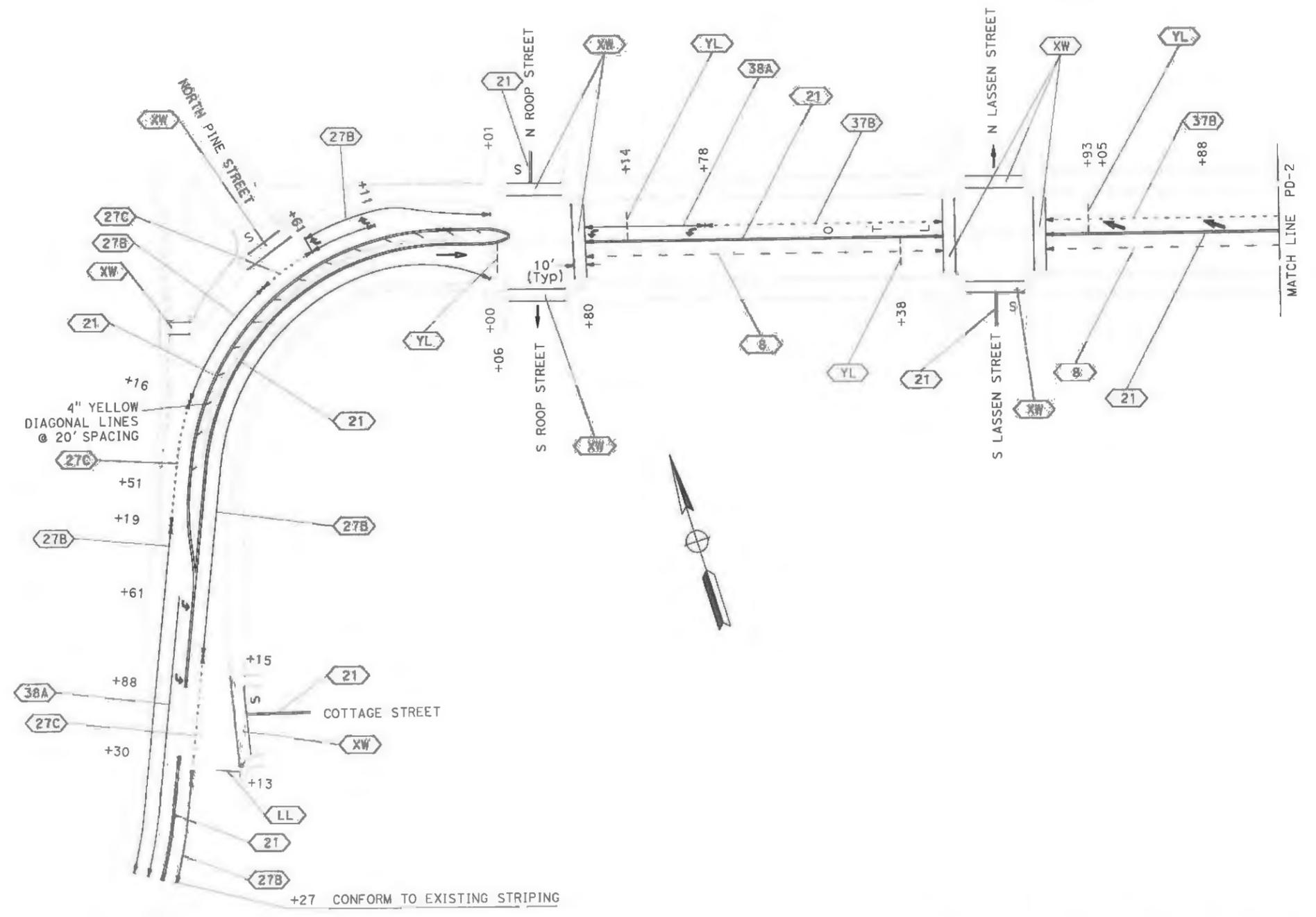
REGISTERED PROFESSIONAL ENGINEER	ALEX WIN WU
No. C77266	
Exp. 6-30-19	
CIVIL	

THE STATE OF CALIFORNIA OR ITS OFFICERS OR AGENTS SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF SCANNED COPIES OF THIS PLAN SHEET.

**LEGEND**

	LIMIT LINE
	YIELD LINE
	CROSSWALK
	CROSSWALK (YELLOW)
	TYPE 1 (18') ARROW
	TYPE 1 (24') ARROW
	TYPE II ARROW
	TYPE III ARROW
	TYPE IV ARROW
	TYPE V ARROW
	TYPE VI ARROW
S	"STOP" PAVEMENT MARKING
L	"LEFT" PAVEMENT MARKING
T	"TURN" PAVEMENT MARKING
O	"ONLY" PAVEMENT MARKING
SI	"SIGNAL" PAVEMENT MARKING
H	"AHEAD" PAVEMENT MARKING
SL(Y)	"SLOW" PAVEMENT MARKING (YELLOW)
SC(Y)	"SCHOOL" PAVEMENT MARKING (YELLOW)
X	"XING" PAVEMENT MARKING
X(Y)	"XING" PAVEMENT MARKING (YELLOW)
K	"KEEP" PAVEMENT MARKING
C	"CLEAR" PAVEMENT MARKING
P	"PED" PAVEMENT MARKING

- NOTES:**
- ALL LANES SHALL BE 12 FEET WIDE UNLESS OTHERWISE SHOWN.
  - DETAIL NUMBER 37B SHALL BE PLACED WITHOUT THE RETROREFLECTIVE PAVEMENT MARKERS
  - ALL PAVEMENT MARKINGS ARE WHITE UNLESS OTHERWISE SHOWN.
  - ALL CROSSWALKS ARE 1'-0" BASIC CROSSWALKS.



STRIPING REVISION  
PM 24.4 TO PM R26.6

**PAVEMENT DELINEATION PLAN**  
SCALE: 1"=50'

**PD-1**

APPROVED FOR PAVEMENT DELINEATION WORK ONLY

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION	FUNCTIONAL SUPERVISOR	JOYCE K. LOFTUS
<b>Traffic</b>	CHECKED BY	ALEX WU
	DESIGNED BY	JIM FERREIRA
	REVISOR	ALEX WU
	DATE	
	REVISOR	
	DATE	

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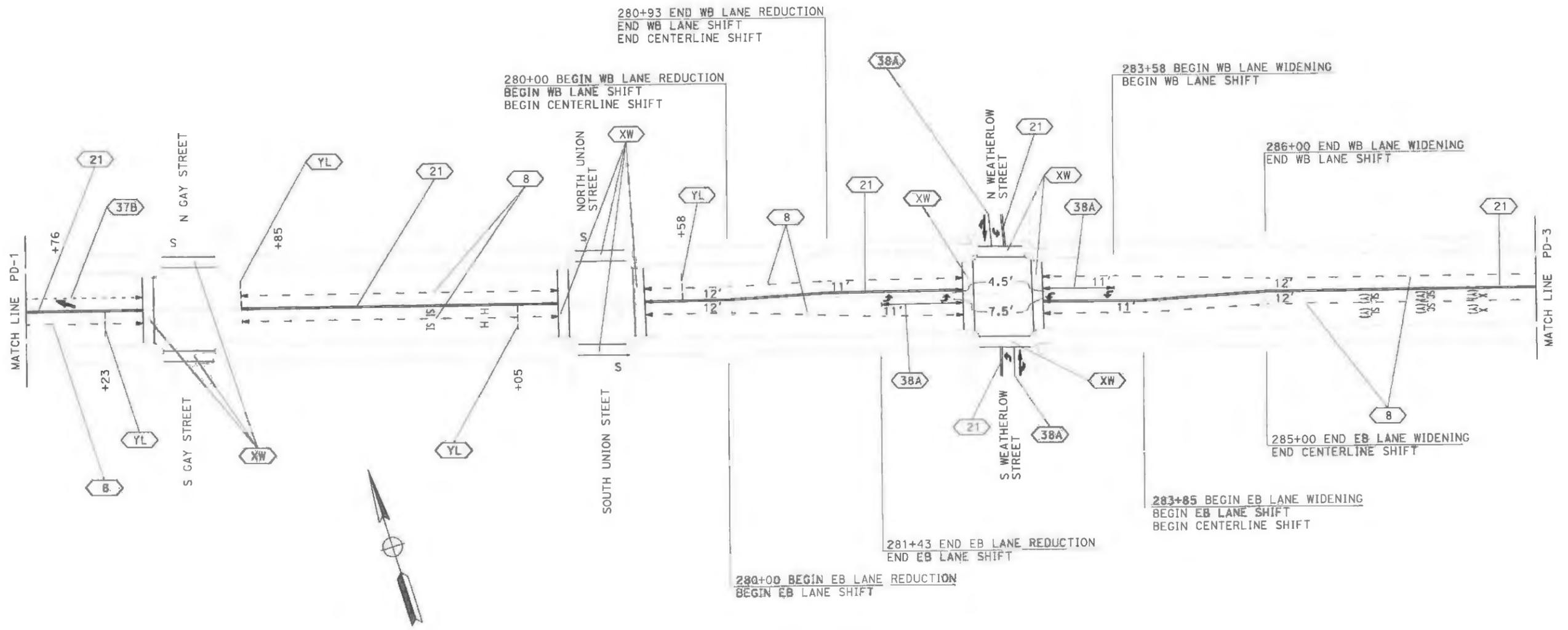
  

REGISTERED PROFESSIONAL ENGINEER
ALEX WIN WU
No. C77266
EXP. 6-30-19
CIVIL

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STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION  
**Caltrans**  
**TRAFFIC**

FUNCTIONAL SUPERVISOR: JOYCE K. LOFTUS  
 CHECKED BY: ALEX WU  
 DESIGNED BY: JIM FERREIRA  
 REVISIONS: (None listed)



STRIPING REVISION  
 PM 24.4 TO PM R26.6

**PAVEMENT DELINEATION PLAN**

SCALE: 1"=50'

**PD-2**

APPROVED FOR PAVEMENT DELINEATION WORK ONLY