

CITY COUNCIL

Kevin Johnson, Mayor
Angelique Ashby, District 1
Allen Warren, District 2
Jeff Harris, District 3
Steve Hansen, District 4
Jay Schenirer, District 5
Eric Guerra, District 6
Rick Jennings, II, Vice Mayor, District 7
Larry Carr, Mayor Pro Tem, District 8

CHARTER OFFICERS

James Sanchez, City Attorney
Shirley Concolino, City Clerk
John F. Shirey, City Manager
John Colville, Interim City Treasurer

City of
SACRAMENTO

Contract Review

City Council

City Hall-Council Chamber
915 I Street, 1st Floor

Published by the Office of the City Clerk
(916) 808-5163

<http://portal.cityofsacramento.org/Clerk/Contract-Posting>

**Contracts to be considered at the City Council Meeting of:
Tuesday, April 26, 2016, 6:00 p.m.**

Published for 10-day Review on April 14, 2016

NOTICE TO THE PUBLIC

In accordance with the Sacramento City Council's Rules of Procedure (Chapter 7, Section E.2.d) unless waived by a two-thirds vote of Council all labor agreements and all agreements greater than \$1,000,000 shall be posted on the City's website and be made available to the public at least 10-days prior to council action.

Members of the public wishing to provide input on any contract listed here, are invited to attend the City Council meeting and provide comments to the City Council at the date listed above.

The contract(s) posted here are not final, and are subject to change and/or continued to a different meeting date other than what is listed above.

- **(Agreement/Contract for Review) Contract for Swimming Pool Chemicals**

Meeting Date: 4/19/2016

Report Type: Review

Report ID: 2016-00374

Title: (Agreement/Contract for Review) Contract for Swimming Pool Chemicals

Location: Citywide

Recommendation: Accept and publish for review a Motion: 1) awarding a one-year contract to Lincoln Equipment, Inc. for the purchase of swimming pool chemicals in an amount not to exceed \$355,116 for Fiscal Year 2016-17; 2) authorizing the City Manager or the City Manager's designee to extend the contract for up to two additional years for an amount not to exceed \$1,086,796 for the potential three-year period; and 3) authorizing the City Manager or the City Manager's designee to execute the contract and amendments provided that sufficient funds are available in the budget adopted for the applicable fiscal year; and continue to April 26, 2016 for approval.

Contact: Jill Nunes, Recreation Manager, (916) 808-6095, Department of Parks and Recreation

Presenter: None

Department: Parks & Recreation Department

Division: Aquatics

Dept ID: 19001521

Attachments:

- 1-Description/Analysis
- 2-Bid Response
- 3-Contract

City Attorney Review

Approved as to Form
Sheryl Patterson
4/6/2016 4:44:01 PM

Approvals/Acknowledgements

Department Director or Designee: Christopher Conlin - 4/4/2016 3:40:54 PM

Description/Analysis

Issue Detail: The Parks and Recreation Department has an on-going need to purchase a variety of chemicals required to operate and maintain the City's swimming pools and wading pools at 19 locations. The chemicals are disinfectants used to maintain acceptable water quality.

Policy Considerations: The recommendations in this report are in accordance with the provisions of the City Code Chapter 3.56 related to the purchase of supplies.

Economic Impacts: None

Environmental Considerations: The purchase of supplies for pool operations is an administrative activity that is not considered a "project" subject to environmental review per CEQA Guidelines section 15378(b)(5).

Sustainability: State law imposes the requirement that public pools meet water quality standards, which requires using certain types of chemicals. All storage and usage of these chemicals is in compliance with county, state and federal regulations. The chemicals are stored at the site of each individual swimming and wading pool. The sites are regularly inspected by the Sacramento County Department of Environmental Management, Hazardous Materials Unit.

Commission/Committee Action: None

Rationale for Recommendation: The chemicals ensure protection of the public from biological hazards inherent in public swimming and wading pools. Without use of these chemicals, the Department of Parks and Recreation would be forced to drain all City swimming and wading pools on a regular basis to prevent possible health hazards.

On February 24, 2016, the Department of Parks and Recreation, in accordance with City Code Chapter 3.56, issued Invitation for Bids for the purchase of seven groups of chemicals. Group I is for calcium hypochlorate, Group II is for sodium hypochlorate, Group III is for muriatic acid, Group IV is for sodium bicarbonate, Group V is for calcium chloride, Group VI is for Pulsar CRS and Group VII is for cyanuric acid.

Five bids were received, but two were not responsive because they did not provide any cost information and a third bidder did not provide pricing for all seven groups. The lowest responsive and responsible bidder was determined to be Lincoln Aquatics which is owned by Lincoln Equipment, Inc.. The following is a summary of the bid results:

Financial Considerations: A one-year contract for the period July 1, 2016 through June 30, 2017 for an amount not to exceed \$355,116 will allow for purchase of swimming and wading pool chemicals for Fiscal Year (FY) 2016-17. If exercised, the option to extend the

contract for up to two additional years will not exceed \$1,086,796 for the potential three-year period.

There are sufficient Measure U funds for the FY2016-17 purchase. Contract extensions will only be exercised provided there is sufficient funding in applicable fiscal year.

SUMMARY OF BID RESULTS FOR BID NO. B161915210001
SWIMMING POOL CHEMICALS

Bid Category	Sierra Chemical Co.	Chem Quip Inc.	Northstar Chemical	Lincoln Aquatics	Univar USA Inc.
Price Group I	\$0.00	\$256,050.00	\$0.00	\$268,875.00	\$0.00
Price Group II	\$0.00	\$43,352.50	\$0.00	\$26,598.50	\$0.00
Price Group III	\$0.00	\$30,351.00	\$0.00	\$6,508.50	\$0.00
Price Group IV	\$0.00	\$8,154.00	\$0.00	\$7,941.00	\$4,875.00
Price Group V	\$0.00	\$4,506.00	\$0.00	\$3,441.00	\$3,000.00
Price Group VI	\$0.00	\$13,074.00	\$0.00	\$9,720.00	
Price Group VII	\$0.00	\$3,297.00	\$0.00	\$3,290.00	
Sales Tax	\$0.00	\$30,496.72	\$0.00	\$27,741.79	\$669.38
Freight	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00

Evaluation Total	\$0.00	\$389,281.22	\$0.00	\$355,115.79	\$8,544.38
------------------	--------	--------------	--------	--------------	------------

Local Business Enterprise (LBE): Not applicable as this contract is for supplies and is greater than \$100,000.

Invitation For Bid (IFB)
and **4**
Contract Specifications
for **Supplies** *(Formal)*

Bid Number:	B16191521001
Bid/Contract Title:	Swimming Pool Chemicals

Bids must be received prior to **2:00 PM** on:

Wednesday	03-09-16
------------------	-----------------

Late bids *will not* be accepted.

Bids must be submitted to:

**OFFICE OF THE CITY CLERK
5TH FLOOR PUBLIC COUNTER
SACRAMENTO CITY HALL
915 I STREET
SACRAMENTO CA 95814-2613**

**Pre-bid conference
and Q&A information

See page 4**

Bidder to complete the following information:

Bidder Name:	<i>Lincoln Aquatics</i>
Address:	<i>2051 Commerce Ave</i>
City, State, ZIP code:	<i>Concord CA 94520</i>
Contact name:	<i>Jim Settle</i>
Contact phone number:	<i>800-223-5450 XT 105</i>
Contact email address:	<i>JSettle@lincolnaquatics.com</i>

Note: All information submitted in or in connection with a bid is submitted under penalty of perjury. The City shall have the right to terminate at any time any Contract awarded pursuant to a bid that contains false information. The return of a signed copy of this bid solicitation shall constitute a promise to supply in accordance with terms and conditions shown herein. **All bid submissions become public record.**

VIII.) Items Requiring Bidder's Response

Incomplete information may render a bid "non-responsive" and be rejected.

1.) Business Operations Tax Certificate ("BOTC")

Chapter 3.08 of the Sacramento City Code requires that anyone conducting business in the City of Sacramento obtain a **Business Operations Tax Certificate** and pay the applicable tax if necessary. Successful bidders will be REQUIRED to show compliance with this requirement prior to award of the Contract.

To obtain information about the Business Operations Tax Certificate, contact the City of Sacramento, Revenue Division, 915 I Street, Room 1214, Sacramento, CA 95814, or telephone (916) 808-8500.

Proof of a valid BOTC must be submitted by the successful bidder within ten working days of the Notice of Intent to Award.

2.) Local Business Sales/Use Tax Deduction

In order to identify those bids that are subject to the City's local sales or use tax, all bidders shall respond to the following:

Does the bidder have fixed offices or locally taxable distribution points within the boundaries of the City of Sacramento?

NO

YES, 1% bid preference

If the answer is "Yes", please provide the street address of this Sacramento location:

3.) Local Business Enterprise (LBE) program preference / participation

This is NOT APPLICABLE since the anticipated amount of the bid/contract is to be \$100,000.00 or greater.

VIII.) Items Requiring Bidder's Response

4.) Prompt Payment Discount

Do you offer a prompt payment discount for purchases made by the City of Sacramento?

NO (Net 30 days) **YES**

If yes: The discount is _____% -- or-- \$_____ for payment within _____ calendar days computed from the date that the delivery is accepted by the City or the date that a correct invoice is received by the proper City department (the "Bill To:" address on the PO), whichever is later.

NOTE: Discounts for payments made in less than 20 calendar days will not be considered as part of the bid evaluation.

5.) Electronic Funds Transfer (EFT)

Do you have the ability to accept electronic payments (EFT)?

NO **YES**

If yes: The discount offered for EFT is 0 %.

NOTE: this information is for informational purposes only; there is no bid preference offered.

6.) Q&A information was reviewed and incorporated in the bid response

N/A, no Q&A was posted.

YES, the last Q&A set number reviewed was number 1.5.

7.) Addenda are acknowledged and incorporated in the bid response

N/A, no addenda were posted.

YES, the last addendum received was number 1.

VIII.) Items Requiring Bidder's Response

8.) Certificate of Insurance

Successful bidders are REQUIRED to submit the necessary Certificate(s) of Insurance as called for in the **Section IV.) Insurance Requirements** within ten working days after Notification of Intent to Award.

9.) Insurance Coverage Waivers

a.) **GENERAL LIABILITY:** No general liability insurance shall be required if the CONTRACTOR completes the following certification:

"I certify that all items supplied under this Contract shall be shipped via a common carrier as defined by the Interstate Commerce Commission. In addition, no term or condition of this Contract will require or compel any employees of the Contractor to be on City property for business reasons."

JS (CONTRACTOR initials)

b.) **AUTOMOBILE:** No automobile liability insurance shall be required if the CONTRACTOR completes the following certification:

"I certify that a private motor vehicle will not be used in the delivery of supplies or performance of any work or services under this Contract. Any deliveries of supplies shall be via common carrier."

JS (CONTRACTOR initials)

c.) **WORKERS' COMPENSATION:** No Worker's Compensation insurance shall be required if the CONTRACTOR completes the following certification:

"I certify that my business has no employees and that I do not employ anyone. I am exempt from the legal requirements to provide Workers' Compensation insurance."

JS (CONTRACTOR initials)

d.) **WORKERS' COMPENSATION:** No Waiver of Subrogation in favor of the CITY shall be required if no work or services will be performed on or at CITY facilities or CITY Property.

"I certify that all items supplied under this Contract shall be shipped via a common carrier as defined by the Interstate Commerce Commission. In addition, no term or condition of this Contract will require or compel any employees of the Contractor to be on City property for business reasons."

JS (CONTRACTOR initials)

10.) Bid bond

N/A, no bid bond is required for this IFB.

YES, a bid bond is required and has been submitted with this bid response.

VIII.) Items Requiring Bidder's Response

11.) DECLARATION OF COMPLIANCE Equal Benefits Ordinance

Name of Contractor: _____

Lincoln Aquatics

Address: _____

2051 Commerce Ave Concord CA 94520

The above-named Contractor ("Contractor") hereby declares and agrees as follows:

1. Contractor has read and understands the Requirements of the Non-Discrimination In Employee Benefits Code (the "Requirements") attached hereto in Section IV.
2. As a condition of receiving this Contract, Contractor agrees to fully comply with the Requirements, as well as any additional requirements that may be specified in the City of Sacramento's Non-Discrimination In Employee Benefits Code codified at Chapter 3.54 of the Sacramento City Code (the "Ordinance").
3. Contractor understands, to the extent that such benefits are not preempted or prohibited by federal or state law, employee benefits covered by the Ordinance are any of the following:
 - a. Bereavement Leave
 - b. Disability, life, and other types of insurance
 - c. Family medical leave
 - d. Health benefits
 - e. Membership or membership discounts
 - f. Moving expenses
 - g. Pension and retirement benefits
 - h. Vacation
 - i. Travel benefits
 - j. Any other benefit offered to employees


Contractor agrees that if Contractor offers any of the above-listed employee benefits, Contractor will offer those benefits, without discrimination between employees with spouses and employees with domestic partners, and without discrimination between the spouses and domestic partners of such employees.

4. Contractor understands that Contractor will not be considered to be discriminating in the provision or application of employee benefits under the following conditions or circumstances:
 - a. If the actual cost of providing a benefit to a domestic partner or spouse exceeds the cost of providing the same benefit to a spouse or domestic partner of an employee, Contractor will not be required to provide the benefit, nor shall it be deemed discriminatory, if Contractor requires the employee to pay the monetary difference in order to provide the benefit to the domestic partner or to the spouse.
 - b. If Contractor is unable to provide a certain benefit, despite taking reasonable measures to do so, if Contractor provides the employee with a cash equivalent Contractor will not be deemed to be discriminating in the application of that benefit.
 - c. If Contractor provides employee benefits neither to employee's spouses nor to employee's domestic partners.
 - d. If Contractor provides employee benefits to employees on a basis unrelated to marital or domestic partner status.
 - e. If Contractor submits written evidence of making reasonable efforts to end discrimination in employee benefits by implementing policies that will be enacted before the first effective date after the first open enrollment process following the date this Contract is executed by the City of Sacramento ("City"). Contractor understands that any delay in the implementation of such policies may not exceed one (1) year from the date this Contract is executed by the City, and applies only to those employee benefits for which an open enrollment process is applicable.

VIII.) Items Requiring Bidder's Response

- f. Until administrative steps can be taken to incorporate nondiscrimination in employee benefits. The time allotted for these administrative steps will apply only to those employee benefits for which administrative steps are necessary and may not exceed three (3) months from the date this Contract is executed by the City.
 - g. Until the expiration of a current collective bargaining agreement(s) if employee benefits are governed by such collective bargaining agreement(s).
 - h. Contractor takes all reasonable measures to end discrimination in employee benefits by either requesting that the union(s) involved agree to reopen the agreement(s) in order for Contractor to take whatever steps are necessary to end discrimination in employee benefits or by ending discrimination in employee benefits without reopening the collective bargaining agreement(s).
 - i. In the event Contractor cannot end discrimination in employee benefits despite taking all reasonable measures to do so, Contractor provides a cash equivalent to eligible employees for whom employee benefits, are not available. Unless otherwise authorized in writing by the City Manager, Contractor understands this cash equivalent must begin at the time the union(s) refuses to allow the collective bargaining agreement(s) to be reopened or not longer than three (3) months after the date this Contract is executed by the City.
5. Contractor understands that failure to comply with the provisions of Section 4(a) through 4(i), above, will subject Contractor to possible suspension and/or termination of this Contract for cause; repayment of any or all of the Contract amount disbursed by the City; debarment for future Contracts until all penalties and restitution have been paid in full and/or for up to two (2) years; and/or the imposition of a penalty, payable to the City, in the sum of \$50.00 for each employee, for each calendar day during which the employee was discriminated against in violation of the provisions of the Ordinance.
 6. Contractor understands and agrees to provide notice to each current employee and, within ten (10) days of hire, to each new employee, of their rights under the Ordinance. Contractor further agrees to maintain a copy of each such letter provided, in an appropriate file for inspection by authorized representatives of the City. Contractor also agrees to prominently display a poster informing each employee of these rights.
 7. Contractor understands that Contractor has the right to request a waiver of, or exemption from, the provisions of the Ordinance by submitting a written request to the City's Procurement Services Division prior to Contract award, which request shall identify the provision(s) of the Ordinance authorizing such waiver or exemption and the factual basis for such waiver or exemption. The City shall determine in its sole discretion whether to approve any such request.
 8. Contractor agrees to defend, indemnify and hold harmless, the City, its officers and employees, against any claims, actions, damages, costs (including reasonable attorney fees), or other liabilities of any kind arising from any violation of the Requirements or of the Ordinance by Contractor.

The undersigned declares under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that he or she is authorized to bind the Contractor to the provisions of this Declaration.

Signature:			
Printed Name:	Jim Settle		
Title:	Reg. Sales Mgr	Date:	3/7/10

VIII.) Items Requiring Bidder's Response

12.) Pricing Schedule

All pricing is to be in U.S. dollars.

Each price group will be evaluated and may be awarded on an individual basis. In order for a bid to be considered responsive, every line item within a chosen group must be bid. Partial bid groups will be considered non-responsive.

Price Group I

<u>Item No.</u>	<u>Description</u>	<u>Size</u>	<u>Est. Annual Quantity</u>	<u>Price per Unit (\$)</u>	<u>Price Extension</u>	
1	Calcium Hypochlorite Pulsar Plus® (No substitutions)	100 lb bucket	900	\$298.75	\$268,875.00	
					Sales Tax @ 8.5 %	\$22,854.38
					Freight	0
					Total Group I	\$291,729.38 ✓

Price Group II

<u>Item No.</u>	<u>Description</u>	<u>Size</u>	<u>Est. Annual Quantity</u>	<u>Price per Unit (\$)</u>	<u>Price Extension</u>	
2	Sodium Hypochlorite 12 ½ % Bulk	Gal.	14,000	\$1.84	\$25,760.00	
3	Sodium Hypochlorite 12 ½ %	15 Gal. Carboy	250	\$3.29	\$822.50	
4	Drum Cleaning Fee	15 Gal. Carboy	250	\$1.00	\$16.00	
					Sub-Total Price Group II	\$26,598.50
					Sales Tax @ 8.5 %	\$2,259.51
					Freight	0
					Total Group II	\$28,858.01 28,859.37

Price Group III

<u>Item No.</u>	<u>Description</u>	<u>Size</u>	<u>Est. Annual Quantity</u>	<u>Price per Unit (\$)</u>	<u>Price Extension</u>	
5	Muriatic Acid 22 Baume, Bulk	Gal.	3,000	\$1.52	\$4,560.00	
6	Muriatic Acid 22 Baume	5 Gal. Carboy	150	\$6.51	\$976.50	
7	Drum Cleaning Fee	5 Gal. Carboy	150	\$0.75	\$112.50	
8	Muriatic Acid 22 Baume	15 Gal. Carboy	150	\$6.18	\$927.00	
9	Drum Cleaning Fee	15 Gal. Carboy	150	\$1.00	\$15.00	
					Sub-Total Price Group III	\$6,508.50
					Sales Tax @ 8.5 %	\$549.40
					Freight	0
					Total Group III	\$7,057.90 7,061.72

VIII.) Items Requiring Bidder's Response

Price Group IV

<u>Item No.</u>	<u>Description</u>	<u>Size</u>	<u>Est. Annual Quantity</u>	<u>Price per Unit (\$)</u>	<u>Price Extension</u>
10	Sodium Bicarbonate	50 lb Bag	300	\$26.47	\$7,941.00
				Sales Tax @ 8.5 %	\$674.99
				Freight	0
				Total Group IV	\$8,615.99 ✓

Price Group V

<u>Item No.</u>	<u>Description</u>	<u>Size</u>	<u>Est. Annual Quantity</u>	<u>Price per Unit (\$)</u>	<u>Price Extension</u>
11	Calcium Chloride	50 lb Bag	150	\$22.94	\$3,441.00
				Sales Tax @ 8.5 %	\$292.99
				Freight	0
				Total Group V	\$3,733.99 ✓

Price Group VI

<u>Item No.</u>	<u>Description</u>	<u>Size</u>	<u>Est. Annual Quantity</u>	<u>Price per Unit (\$)</u>	<u>Price Extension</u>
12	Pulsar CRS	5 Gal. Carboy	40	\$243.00	\$9,720.00
				Sub-Total Price Group VI	\$9,720.00
				Sales Tax @ 8.5 %	\$826.20
				Freight	\$1,000.00
				Total Group VI	\$11,546.20 ✓

Price Group VII

<u>Item No.</u>	<u>Description</u>	<u>Size</u>	<u>Est. Annual Quantity</u>	<u>Price per Unit (\$)</u>	<u>Price Extension</u>
13	Cyanuric Acid	45 lb Bucket	35	\$94.00	\$3,290.00
				Sales Tax @ 8.5 %	\$279.05
				Freight	0
				Total Group VII	\$3,569.05 ✓

GRAND TOTAL * GROUPS I, II, III, IV, V, VI, VII \$355,110.02

* Price is all inclusive to include delivery, fuel, handling, set-up and all other applicable costs. No fuel or energy surcharges will be allowed without prior written approval of the City.

Correct
TOTAL
\$355,115.80

VIII.) Items Requiring Bidder's Response

ADDITIONAL REQUIRED INFORMATION:

CA Pesticide Assessment Fee Tax Rate 2.175%

Replacement of lost or damaged carboy (5 gal.) _____

Replacement of lost or damaged carboy (15 gal.) _____

Deposit on each carboy (5 gal.) \$7.50

Deposit on each carboy (15 gal.) \$20.00

*Deposit is for lost or damaged carboy
(IF you lose or damage a carboy no deposit is
refunded)*

VIII.) Items Requiring Bidder's Response

13.) Authorized Signature Executing Contract

To the City of Sacramento:

The undersigned potential Contractor (bidder) submits the attached bid, and certifies as follows: that the only persons or parties interested in this bid as principals are those named herein as bidder; that this bid is made without collusion with any other person, firm, or corporation; that in submitting this bid the bidder has examined all of the Contract Documents; that the bidder proposes and agrees that if this bid is accepted, the bidder will execute and fully perform the Contract for which bids are called; that the bidder shall perform all the work and/or furnish all the materials specified in the Contract Documents, in the manner and time therein prescribed, and according to the requirements as therein set forth; and that the bidder shall take in full payment therefor, the prices set forth in the attached Pricing Schedule.

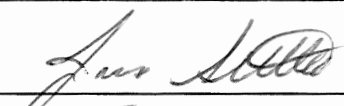
CONTRACT DOCUMENTS

Performance of and payment for the Contract for which bids are called shall be subject to all sections of this Invitation For Bid as well as any Addenda, Amendments, published Q&A or other requirements applicable to performance of the work and/or furnishing the materials specified herein. Such documents are referred to herein as the Contract Documents, are fully incorporated herein by this reference, and are collectively referred to as the Contract. By submitting this Bid, the Contractor agrees to fully perform each and every provision of the Contract, provided that City awards the Contract to the Contractor, and provided further that City shall have no obligation hereunder unless and until such award is made. Contractor shall not make any changes to this form without City's written approval, and any changes made without such approval shall be void.

To Be Filled Out By Bidder:

Name of Contractor:	Lincoln Appearances		
Address:	2051 Commerce Ave		
City / State / ZIP:	Concord CA 94520		
Phone:	916-781-7664	Fax:	916-781-9315
Email address:	JSettle@lincolnappearances.com		
Fed. Tax ID #:	94-2228718	State Tax ID #:	
City of Sacramento Business Operations Tax Certificate #:			
Type of Business Entity (Check one):	<input type="checkbox"/> Individual/Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Co <input type="checkbox"/> Other (specify): _____		

By:

Signature:			
Printed Name:	Jim Settle		
Title:	Reg. Sales Manager	Date:	3/7/16

The person signing this Contract for the CONTRACTOR hereby represents and warrants that he/she is fully authorized to sign this Contract on behalf of the CONTRACTOR and to bind the CONTRACTOR to the performance of its obligations herein.

Incomplete information may render a bid "non-responsive" and be rejected.

PROJECT #: I80190501
PROJECT NAME: Swimming Pool Chemicals-B16191521001
DEPARTMENT: Parks and Recreation
DIVISION: Aquatics

CITY OF SACRAMENTO
SUPPLIES AGREEMENT

THIS AGREEMENT is made at Sacramento, California, as of, July 1, 2016, by and between the **CITY OF SACRAMENTO**, a municipal corporation ("CITY"), and Lincoln Aquatics ("CONTRACTOR"), who agree as follows:

1. **Contract.** The Contract shall consist of this Agreement and each of the following documents (if applicable), which are incorporated herein by reference:

Workers' Compensation Certificate
Certificate(s) of Insurance
Drug-Free Workplace Policy and Affidavit
Technical Specifications
Declaration of Compliance - Equal Benefits Ordinance

2. **Supplies.** Subject to the terms and conditions set forth in this Agreement, CONTRACTOR shall provide to CITY the supplies, and ancillary services (if any), described in Exhibit A. CONTRACTOR shall provide said supplies and services at the time, place, and in the manner specified in Exhibit A. CONTRACTOR shall not be compensated for supplies/services provided outside the scope of Exhibit A unless prior to providing such supplies/services: (a) CONTRACTOR notifies CITY and CITY agrees that such supplies/services are outside the scope of Exhibit A; (b) CONTRACTOR estimates the additional compensation required for these additional supplies/services; and (c) CITY, after notice, approves in writing a contract supplement specifying the additional supplies/services and amount of compensation therefor. CITY shall have no obligations whatsoever under this Agreement and/or any contract supplement, unless and until this Agreement or any contract supplement is approved by the Sacramento City Manager or the City Manager's authorized designee, or by the Sacramento City Council, as required by the Sacramento City Code.
3. **Payment.** CITY shall pay CONTRACTOR for supplies and ancillary services provided pursuant to this Agreement at the times and in the manner set forth in Exhibit B. The payments specified in Exhibit B shall be the only payments to be made to CONTRACTOR for the supplies/services provided pursuant to this Agreement unless pursuant to Section 1, above, CITY approves additional compensation for additional supplies or ancillary services. CONTRACTOR shall submit all billings for said supplies/services to CITY in the manner specified in Exhibit B, or, if not specified in Exhibit B, according to the usual and customary procedures and practices that CONTRACTOR uses for billing clients similar to CITY.
4. **Facilities and Equipment.** Except as set forth in Exhibit C, CONTRACTOR shall, at its sole cost and expense, furnish all facilities and equipment that may be required for furnishing supplies

and ancillary services pursuant to this Agreement. CITY shall furnish to CONTRACTOR only the facilities and equipment listed in Exhibit C according to any terms and conditions set forth in Exhibit C.

5. **General Provisions.** The General Provisions set forth in Exhibit D, that include indemnity and insurance requirements, are part of this Agreement. In the event of any conflict between the General Provisions and any terms or conditions of any document prepared or provided by CONTRACTOR and made a part of this Agreement, including without limitation any document relating to the scope of services or payment therefor, the General Provisions shall control over said terms or conditions.
6. **Non-Discrimination in Employee Benefits.** This Agreement is subject to the provisions of Sacramento City Code Chapter 3.54, Non-Discrimination in Employee Benefits by City Contractors. The requirements of Sacramento City Code Chapter 3.54 are summarized in Exhibit E. CONTRACTOR is required to sign the attached Declaration of Compliance (Equal Benefits Ordinance), to assure compliance with these requirements.
7. **Authority.** The person signing this Agreement for CONTRACTOR hereby represents and warrants that he/she is fully authorized to sign this Agreement on behalf of CONTRACTOR and to bind CONTRACTOR to the performance of its obligations hereunder.
8. **Exhibits.** All exhibits referred to herein are attached hereto and are by this reference incorporated as if set forth fully herein.

Executed as of the day and year first above stated.

CITY OF SACRAMENTO
A Municipal Corporation

By: _____

Print name: _____

Title: _____

For: John F. Shirey, City Manager

ATTEST:

City Clerk

APPROVED TO AS FORM:

City Attorney

CONTRACTOR:

LINCOLN AQUATICS
NAME OF FIRM

94-2228718
Federal I.D. No

D-0675828
State I.D. No.

116342
City of Sacramento Business Op. Tax Cert. No.

TYPE OF BUSINESS ENTITY (check one):

- Individual/Sole Proprietor
- Partnership
- Corporation (*may require 2 signatures*)
- Limited Liability Company
- Other (*please specify: _____*)


Signature of Authorized Person

CHRIS CORDERE / CONTRACTOR HIC 116342
Print Name and Title

Additional Signature (if required)

Print Name and Title

Attachments

- Exhibit A - Scope of Service
- Exhibit B- Fee Schedule/Manner of Payment
- Exhibit C - Facilities/Equipment Provided
- Exhibit D - General Provisions
- Exhibit E - Non-Discrimination in Employee Benefits

DECLARATION OF COMPLIANCE
Equal Benefits Ordinance

Name of Contractor: Lincoln Aquatics
Address: 2051 Commerce Ave., Concord CA 94520

The above-named Contractor ("Contractor") hereby declares and agrees as follows:

1. Contractor has read and understands the Requirements of the Non-Discrimination In Employee Benefits Code (the "Requirements") attached hereto as Exhibit F.
2. As a condition of receiving this Contract, Contractor agrees to fully comply with the Requirements, as well as any additional requirements that may be specified in the City of Sacramento's Non-Discrimination In Employee Benefits Code codified at Chapter 3.54 of the Sacramento City Code (the "Ordinance").
3. Contractor understands, to the extent that such benefits are not preempted or prohibited by federal or state law, employee benefits covered by the Ordinance are any of the following:
 - a. Bereavement Leave
 - b. Disability, life, and other types of insurance
 - c. Family medical leave
 - d. Health benefits
 - e. Membership or membership discounts
 - f. Moving expenses
 - g. Pension and retirement benefits
 - h. Vacation
 - i. Travel benefits
 - j. Any other benefit offered to employees

Contractor agrees that if Contractor offers any of the above-listed employee benefits, Contractor will offer those benefits, without discrimination between employees with spouses and employees with domestic partners, and without discrimination between the spouses and domestic partners of such employees.

4. Contractor understands that Contractor will not be considered to be discriminating in the provision or application of employee benefits under the following conditions or circumstances:
 - a. If the actual cost of providing a benefit to a domestic partner or spouse exceeds the cost of providing the same benefit to a spouse or domestic partner of an employee, Contractor will not be required to provide the benefit, nor shall it be deemed discriminatory, if Contractor requires the employee to pay the monetary difference in order to provide the benefit to the domestic partner or to the spouse.

- b. If Contractor is unable to provide a certain benefit, despite taking reasonable measures to do so, if Contractor provides the employee with a cash equivalent Contractor will not be deemed to be discriminating in the application of that benefit.
 - c. If Contractor provides employee benefits neither to employee's spouses nor to employee's domestic partners.
 - d. If Contractor provides employee benefits to employees on a basis unrelated to marital or domestic partner status.
 - e. If Contractor submits written evidence of making reasonable efforts to end discrimination in employee benefits by implementing policies that will be enacted before the first effective date after the first open enrollment process following the date this Contract is executed by the City of Sacramento ("City"). Contractor understands that any delay in the implementation of such policies may not exceed one (1) year from the date this Contract is executed by the City, and applies only to those employee benefits for which an open enrollment process is applicable.
 - f. Until administrative steps can be taken to incorporate nondiscrimination in employee benefits. The time allotted for these administrative steps will apply only to those employee benefits for which administrative steps are necessary and may not exceed three (3) months from the date this Contract is executed by the City.
 - g. Until the expiration of a current collective bargaining agreement(s) if employee benefits are governed by such collective bargaining agreement(s).
 - h. Contractor takes all reasonable measures to end discrimination in employee benefits by either requesting that the union(s) involved agree to reopen the agreement(s) in order for Contractor to take whatever steps are necessary to end discrimination in employee benefits or by ending discrimination in employee benefits without reopening the collective bargaining agreement(s).
 - i. In the event Contractor cannot end discrimination in employee benefits despite taking all reasonable measures to do so, Contractor provides a cash equivalent to eligible employees for whom employee benefits, are not available. Unless otherwise authorized in writing by the City Manager, Contractor understands this cash equivalent must begin at the time the union(s) refuse to allow the collective bargaining agreement(s) to be reopened or not longer than three (3) months after the date this Contract is executed by the City.
5. Contractor understands that failure to comply with the provisions of Section 4(a) through 4(i), above, will subject Contractor to possible suspension and/or termination of this Contract for cause; repayment of any or all of the Contract amount disbursed by the City; debarment for future contracts until all penalties and restitution have been paid in full and/or for up to two (2) years; and/or the imposition of a penalty, payable to the City, in the sum of \$50.00 for each employee, for each calendar day during which the employee was discriminated against in violation of the provisions of the Ordinance.

6. Contractor understands and agrees to provide notice to each current employee and, within ten (10) days of hire, to each new employee, of their rights under the Ordinance. Contractor further agrees to maintain a copy of each such letter provided, in an appropriate file for inspection by authorized representatives of the City. Contractor also agrees to prominently display a poster informing each employee of these rights.
7. Contractor understands that Contractor has the right to request a waiver of, or exemption from, the provisions of the Ordinance by submitting a written request to the City's Procurement Services Division prior to Contract award, which request shall identify the provision(s) of the Ordinance authorizing such waiver or exemption and the factual basis for such waiver or exemption. The City shall determine in its sole discretion whether to approve any such request.
8. Contractor agrees to defend, indemnify and hold harmless, the City, its officers and employees, against any claims, actions, damages, costs (including reasonable attorney fees), or other liabilities of any kind arising from any violation of the Requirements or of the Ordinance by Contractor.

The undersigned declares under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that he or she is authorized to bind the Contractor to the provisions of this Declaration.



Signature of Authorized Representative

Date: 4-6-16

Print name: CHRIS CORDORE

Title: CONTROLLER/HR MANAGER

EXHIBIT A

SUPPLIES AGREEMENT

SCOPE OF SERVICES

1. Representatives.

The CITY Representative for this Agreement is:
Jill Nunes, Recreation Manager
4623 T Street, Sacramento, CA 95819
PH: (916) 808-6095/ Email: JNunes@cityofsacramento.org

All CONTRACTOR questions pertaining to this Agreement shall be referred to the CITY Representative or the Representative's designee.

The CONTRACTOR Representative for this Agreement is:
Jim Settle, Reg. Sales Manager
2051 Commerce Ave., Concord, CA 94520
PH: (800) 223-5450/ Email: JSettle@lincolnaquatics.com

All CITY questions pertaining to this Agreement shall be referred to the CONTRACTOR Representative. All correspondence to CONTRACTOR shall be addressed to the address set forth on page one of this Agreement. Unless otherwise provided in this Agreement, all correspondence to the CITY shall be addressed to the CITY Representative.

2. Scope of Services.

The supplies and ancillary services (if any) provided shall be as set forth in Attachment 1 to Exhibit A, attached hereto and incorporated herein.

3. Time of Performance. The supplies/services described herein shall be provided July 1, 2016 through June 30, 2017.

Attachment 1 to Exhibit A

SCOPE OF WORK: The contractor shall furnish all labor, transportation, tools, equipment, materials, licenses and permits, parts and supplies, supervision and administration to manage and maintain a continuous supply of swimming pool chemicals to the (14) swimming pools, (14) wading pools, and (1) spray ground throughout the City of Sacramento in accordance with the terms of this contract.

Initial order will be for:

- ✓ Twelve (12) Swimming Pools each will start with six (6) 100 lb. buckets of Pulsar Briquettes, two (2) 15 gallon carboys of muriatic acid and one (1) 5 gallon carboy of Pulsar CRS
- ✓ *Two (2) Swimming Pools each will require bulk deliveries;
 - Pannel/Meadowview Pool will start with two (2) 500 gallon sodium hypochlorite tanks and one (1) 300 gallon muriatic acid tank.
 - Natomas High School Pool will start with one (1) 500 gallon sodium hypochlorite tank and one (1) 500 gallon muriatic acid tank.
- ✓ Fifteen Wading Pools/Spray Park each will start with three (3) 15 gallon carboys of sodium hypochlorite and two (2) 5 gallon carboys of muriatic acid.

DELIVERY LOCATIONS:

<u>Pool Location</u>	<u>Wading Pool at Location</u>	<u>Address</u>	<u>Zip</u>
<u>Code</u>			
Aquatics Training Center	No	2268 Glen Ellen Circle	95822
Cabrillo Park Pool	Yes	1648- 65 th Ave	95822
Clunie Pool (McKinley Park)	Yes	601 Alhambra Blvd	95816
Doyle Pool (Northgate Park)	Yes	2827 Mendel Way	95833
Glenn Hall Pool	No	5415 Sandburg Drive	95819
George Sim Park Pool	Yes	6207 Logan Drive	95824
Johnston Park Pool	Yes	231 Eleanor Ave	95815
Mangan Park Pool	No	2140- 34 th Ave	95822
McClatchy Park Pool	Yes	3500- 5 th Ave	95817
*Natomas High School	No	3301 Fong Ranch Road	95834
Oki Park Pool	Yes	2715 Wisseman Drive	95826
*Pannel/Meadowview Pool	No	2450 Meadowview Road	95832
Southside Park Pool	Yes	2107- 6 th Street	95814
Tahoe Park Pool	Yes	3501- 59 th Street	95820

<u>Stand Alone Wading Pool/Spray Park</u>	<u>Address</u>	<u>Zip</u>
<u>Code</u>		
Bertha Henschel Wading Pool	160- 45 th Street	95816
Colonial Park Wading Pool	3529- 19 th Ave	95814
Gardenland Spray Ground	3010 Bowman Ave	95833
Mama Marks Wading Pool	1140 Roanoke Ave	95838
Robertson Wading Pool	3525 Norwood Ave	95838
William Land Park Wading Pool	13th Street and 13 th Ave (4000 Land Park Drive)	95818

DELIVERY METHOD:

Delivery must be by truck. Weekly chemical shipments must be off-loaded by delivery carrier. The carrier must unpack and set the required amount as directed and remove all debris and packing material.

QUANTITY ESTIMATE:

The quantities listed are estimates projected from current usage. The City does not guarantee to purchase a minimum quantity or does not guarantee to purchase vendor's remaining stock.

QUANTITIES UNRESTRICTED:

The City is not limited to purchase all of its requirements from any contract resulting from this request.

QUALITY CONTROL SUPPLIER:

The supplier shall ensure all chemicals meet DOT Specifications, Title 49 – Transportation, Code of Federal Regulations (49CFR), Hazardous Materials Regulation (HMR) parts 100-185.

PRICING:

The prices quoted to the City shall be as low or lower than those charged to the supplier's most favored customer for comparable quantities under similar terms and conditions, in addition to any discounts for prompt payment.

CERTIFICATION:

All successful bidders' employees or agents delivering or handling the chemicals ordered by the City shall be properly licensed and certified as required by Federal and State Governments. Proof of this licensing and certification shall be provided by the City if requested.

F.O.B.:

All items are to be supplied F.O.B. City of Sacramento, California, freight pre-paid and allowed as indicated in the attached specifications.

CONTRACT PERIOD:

Any contract(s) resulting from this bid shall be effective for a period of one year from the date of award by the City Council.

CONTRACT EXTENSION:

Any resultant contract(s) may be extended on a year for year basis under the same terms and conditions. However, in no case shall the renewal extend beyond three (3) years from the date of the original contract.

PRICE ADJUSTMENT:

No price changes are permitted during the first year of the contract. If the contract extends beyond one year, prices quoted may be subject to adjustment.

DELIVERY HOURS:

Delivery will be accepted from 6:00 A.M. to 8:00 P.M.

EXHIBIT B

SUPPLIES AGREEMENT

FEE SCHEDULE/MANNER OF PAYMENT

1. **CONTRACTOR's Compensation.** The total of all fees paid to the CONTRACTOR for the performance of all services set forth in Exhibit A (hereafter the "Services"), shall not exceed the total sum of \$355,116.
2. **Billable Rates.** CONTRACTOR shall be paid for the performance of Services in accordance with Attachment 1 to Exhibit B.
3. **Payments to CONTRACTOR.**
 - A. Payments to CONTRACTOR shall be made within a reasonable time after receipt of CONTRACTOR's invoice, said payments to be made in proportion to services performed. CONTRACTOR may request payment on a monthly basis. CONTRACTOR shall be responsible for the cost of supplying all documentation necessary to verify the monthly billings to the satisfaction of CITY.
 - B. All invoices submitted by CONTRACTOR shall contain the following information:
 - (1) Job Name
 - (2) Description of services billed under this invoice
 - (3) Date of Invoice Issuance
 - (4) Sequential Invoice Number
 - (5) CITY's Purchase Order Number
 - (6) Total Contract Amount
 - (7) Amount of this Invoice (Itemize all Reimbursable Expenses)
 - (8) Total Billed to Date
 - (9) Total Remaining on Contract
 - C. Billings that do not conform to the format outlined above shall be returned to CONTRACTOR for correction. CITY shall not be responsible for delays in payment to CONTRACTOR resulting from CONTRACTOR's failure to comply with the invoice format described below.
 - D. Requests for payment shall be sent to:

Department of Parks and Recreation
Aquatics
4623 T Street, Sacramento, CA 95819
PH: (916) 808-6095/ Email: JNunes@cityofsacramento.org
Attn: Jill Nunes

4. **Additional Services.** Additional Services are those services related to the scope of services of CONTRACTOR set forth in Exhibit A but not anticipated at the time of execution of this Agreement. Additional Services shall be provided only when a contract supplement authorizing such Additional Services is approved by CITY in accordance with CITY's approval procedures. CITY reserves the right to perform any Additional Services with its own staff or to retain other contractors to perform said Additional Services.

5. **Accounting Records of CONTRACTOR.** During performance of this Agreement and for a period of three (3) years after completing all Services and Additional Services hereunder, CONTRACTOR shall maintain all accounting and financial records related to this Agreement, including, but not limited to, records of CONTRACTOR's costs for all Services and Additional Services performed under this Agreement, in accordance with generally accepted accounting practices, and shall keep and make such records available for inspection and audit by representatives of the CITY upon reasonable written notice.

6. **Taxes.** CONTRACTOR shall pay, when and as due, any and all taxes incurred as a result of CONTRACTOR's compensation hereunder, including estimated taxes, and shall provide CITY with proof of such payment upon request. CONTRACTOR hereby agrees to indemnify CITY for any claims, losses, costs, fees, liabilities, damages or injuries suffered by CITY arising out of CONTRACTOR's breach of this Section 6.

VIII.) Items Requiring Bidder's Response

12.) Pricing Schedule

All pricing is to be in U.S. dollars.

Each price group will be evaluated and may be awarded on an individual basis. In order for a bid to be considered responsive, every line item within a chosen group must be bid. Partial bid groups will be considered non-responsive.

Price Group I

<u>Item No.</u>	<u>Description</u>	<u>Size</u>	<u>Est. Annual Quantity</u>	<u>Price per Unit (\$)</u>	<u>Price Extension</u>
1	Calcium Hypochlorite Pulsar Plus® (No substitutions)	100 lb bucket	900	\$298.75	\$268,875.00
				Sales Tax @ 8.5 %	\$22,954.38
				Freight	0
				Total Group I	\$291,729.38 ✓

Price Group II

<u>Item No.</u>	<u>Description</u>	<u>Size</u>	<u>Est. Annual Quantity</u>	<u>Price per Unit (\$)</u>	<u>Price Extension</u>
2	Sodium Hypochlorite 12 1/2 % Bulk	Gal.	14,000	\$1.84	\$25,760.00
3	Sodium Hypochlorite 12 1/2 %	15 Gal. Carboy	250	\$3.29	\$822.50
4	Drum Cleaning Fee	15 Gal. Carboy	250	\$1.00	\$10.00
				Sub-Total Price Group II	\$26,592.50
				Sales Tax @ 8.5 %	\$2,259.31
				Freight	0
				Total Group II	\$28,851.81 28,859.37

Price Group III

<u>Item No.</u>	<u>Description</u>	<u>Size</u>	<u>Est. Annual Quantity</u>	<u>Price per Unit (\$)</u>	<u>Price Extension</u>
5	Muriatic Acid 22 Baume, Bulk	Gal.	3,000	\$1.52	\$4,560.00
6	Muriatic Acid 22 Baume	5 Gal. Carboy	150	\$6.51	\$976.50
7	Drum Cleaning Fee	5 Gal. Carboy	150	\$0.75	\$112.50
8	Muriatic Acid 22 Baume	15 Gal. Carboy	150	\$6.18	\$927.00
9	Drum Cleaning Fee	15 Gal. Carboy	150	\$1.00	\$15.00
				Sub-Total Price Group III	\$6,508.50
				Sales Tax @ 8.5 %	\$549.40
				Freight	0
				Total Group III	\$7,057.90 7,061.72

VIII.) Items Requiring Bidder's Response

Price Group IV

Item No.	Description	Size	Est. Annual Quantity	Price per Unit (\$)	Price Extension
10	Sodium Bicarbonate	50 lb Bag	300	\$26.47	\$7,941.00
				Sales Tax @ 8.5 %	\$674.99
				Freight	
				Total Group IV	\$8,615.99 ✓

Price Group V

Item No.	Description	Size	Est. Annual Quantity	Price per Unit (\$)	Price Extension
11	Calcium Chloride	50 lb Bag	150	\$22.44	\$3,366.00
				Sales Tax @ 8.5 %	\$287.99
				Freight	
				Total Group V	\$3,653.99 ✓

Price Group VI

Item No.	Description	Size	Est. Annual Quantity	Price per Unit (\$)	Price Extension
12	Pulsar CRS	5 Gal. Carboy	40	\$243.00	\$9,720.00
				Sub-Total Price Group VI	\$9,720.00
				Sales Tax @ 8.5 %	\$826.20
				Freight	\$1,000.00
				Total Group VI	\$11,546.20 ✓

Price Group VII

Item No.	Description	Size	Est. Annual Quantity	Price per Unit (\$)	Price Extension
13	Cyanuric Acid	45 lb Bucket	35	\$94.00	\$3,290.00
				Sales Tax @ 8.5 %	\$279.65
				Freight	
				Total Group VII	\$3,569.65 ✓

GRAND TOTAL * GROUPS I, II, III, IV, V, VI, VII \$355,116.42

* Price is all inclusive to include delivery, fuel, handling, set-up and all other applicable costs. No fuel or energy surcharges will be allowed without prior written approval of the City.

Correct Total
\$355,115.80

VIII.) Items Requiring Bidder's Response

ADDITIONAL REQUIRED INFORMATION:

CA Pesticide Assessment Fee Tax Rate 2.175%

Replacement of lost or damaged carboy (5 gal.) _____

Replacement of lost or damaged carboy (15 gal.) _____

Deposit on each carboy (5 gal.) \$7.50

Deposit on each carboy (15 gal.) \$20.00

*Deposit is for lost or damaged carboy
(If you lose or damage a carboy no deposit is
refunded)*

EXHIBIT C

SUPPLIES AGREEMENT

FACILITIES AND EQUIPMENT TO BE PROVIDED BY CITY

CITY shall [*check one*]



Not furnish any facilities or equipment for this Agreement; or



furnish the following facilities or equipment for the Agreement [*list, if applicable*]:

**EXHIBIT D
SUPPLIES AGREEMENT**

GENERAL PROVISIONS

1. Independent Contractor.

- A. It is understood and agreed that CONTRACTOR (including CONTRACTOR's employees) is an independent contractor and that no relationship of employer-employee exists between the parties hereto for any purpose whatsoever. Neither CONTRACTOR nor CONTRACTOR's assigned personnel shall be entitled to any benefits payable to employees of CITY. CITY is not required to make any deductions or withholdings from the compensation payable to CONTRACTOR under the provisions of this Agreement, and CONTRACTOR shall be issued a Form 1099 for its services hereunder. As an independent contractor, CONTRACTOR hereby agrees to indemnify and hold CITY harmless from any and all claims that may be made against CITY based upon any contention by any of CONTRACTOR's employees or by any third party, including but not limited to any state or federal agency, that an employer-employee relationship or a substitute therefor exists for any purpose whatsoever by reason of this Agreement or by reason of the nature and/or performance of any Services under this Agreement. (As used in this Exhibit D, the term "Services" shall include both Services and Additional Services as such terms are defined elsewhere in this Agreement.)
- B. It is further understood and agreed by the parties hereto that CONTRACTOR, in the performance of its obligations hereunder, is subject to the control and direction of CITY as to the designation of tasks to be performed and the results to be accomplished under this Agreement, but not as to the means, methods, or sequence used by CONTRACTOR for accomplishing such results. To the extent that CONTRACTOR obtains permission to, and does, use CITY facilities, space, equipment or support services in the performance of this Agreement, this use shall be at the CONTRACTOR's sole discretion based on the CONTRACTOR's determination that such use will promote CONTRACTOR's efficiency and effectiveness. Except as may be specifically provided elsewhere in this Agreement, the CITY does not require that CONTRACTOR use CITY facilities, equipment or support services or work in CITY locations in the performance of this Agreement.
- C. If, in the performance of this Agreement, any third persons are employed by CONTRACTOR, such persons shall be entirely and exclusively under the direction, supervision, and control of CONTRACTOR. Except as may be specifically provided elsewhere in this Agreement, all terms of employment, including hours, wages, working conditions, discipline, hiring, and discharging, or any other terms of employment or requirements of law, shall be determined by CONTRACTOR. It is further understood and agreed that CONTRACTOR shall issue W-2 or 1099 Forms for income and employment tax purposes, for all of CONTRACTOR's assigned personnel and subcontractors.
- D. The provisions of this Section 1 shall survive any expiration or termination of this

Agreement. Nothing in this Agreement shall be construed to create an exclusive relationship between CITY and CONTRACTOR. CONTRACTOR may represent, perform services for, or be employed by such additional persons or companies as CONTRACTOR sees fit provided that CONTRACTOR does not violate the provisions of Section 5, below.

2. **Licenses; Permits, Etc.** CONTRACTOR represents and warrants that CONTRACTOR has all licenses, permits, City Business Operations Tax Certificate, qualifications, and approvals of whatsoever nature that are legally required for CONTRACTOR to practice its profession or provide any services under the Agreement. CONTRACTOR represents and warrants that CONTRACTOR shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for CONTRACTOR to practice its profession or provide such Services. Without limiting the generality of the foregoing, if CONTRACTOR is an out-of-state corporation, CONTRACTOR warrants and represents that it possesses a valid certificate of qualification to transact business in the State of California issued by the California Secretary of State pursuant to Section 2105 of the California Corporations Code.
3. **Time.** CONTRACTOR shall devote such time and effort to the performance of Services pursuant to this Agreement as is necessary for the satisfactory and timely performance of CONTRACTOR's obligations under this Agreement. Neither party shall be considered in default of this Agreement, to the extent that party's performance is prevented or delayed by any cause, present or future, that is beyond the reasonable control of that party.
4. **CONTRACTOR Not Agent.** Except as CITY may specify in writing, CONTRACTOR and CONTRACTOR's personnel shall have no authority, express or implied, to act on behalf of CITY in any capacity whatsoever as an agent. CONTRACTOR and CONTRACTOR's personnel shall have no authority, express or implied, to bind CITY to any obligations whatsoever.
5. **Conflicts of Interest.** CONTRACTOR covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, that would conflict in any manner with the interests of CITY or that would in any way hinder CONTRACTOR's performance of Services under this Agreement. CONTRACTOR further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor, without the written consent of CITY. CONTRACTOR agrees to avoid conflicts of interest or the appearance of any conflicts of interest with the interests of CITY at all times during the performance of this Agreement. If CONTRACTOR is or employs a former officer or employee of the CITY, CONTRACTOR and any such employee(s) shall comply with the provisions of Sacramento City Code Section 2.16.090 pertaining to appearances before the City Council or any CITY department, board, commission or committee.
6. **Confidentiality of CITY Information.** During performance of this Agreement, CONTRACTOR may gain access to and use CITY information regarding inventions, machinery, products, prices, apparatus, costs, discounts, future plans, business affairs, governmental affairs, processes, trade secrets, technical matters, systems, facilities, customer lists, product design, copyright, data, and other vital information (hereafter collectively referred to as "City Information") that

are valuable, special and unique assets of the CITY. CONTRACTOR agrees to protect all City Information and treat it as strictly confidential, and further agrees that CONTRACTOR shall not at any time, either directly or indirectly, divulge, disclose or communicate in any manner any City Information to any third party without the prior written consent of CITY. In addition, CONTRACTOR shall comply with all CITY policies governing the use of the CITY network and technology systems, as set forth in applicable provisions of the City of Sacramento Administrative Policy Instructions # 30. A violation by CONTRACTOR of this Section 6 shall be a material violation of this Agreement and shall justify legal and/or equitable relief.

7. CONTRACTOR Information.

- A. CITY shall have full ownership and control, including ownership of any copyrights, of all information prepared, produced, or provided by CONTRACTOR pursuant to this Agreement. In this Agreement, the term "information" shall be construed to mean and include: any and all work product, submittals, reports, plans, specifications, and other deliverables consisting of documents, writings, handwritings, typewriting, printing, photostating, photographing, computer models, and any other computerized data and every other means of recording any form of information, communications, or representation, including letters, works, pictures, drawings, sounds, or symbols, or any combination thereof. CONTRACTOR shall not be responsible for any unauthorized modification or use of such information for other than its intended purpose by CITY.
- B. CONTRACTOR shall fully defend, indemnify and hold harmless CITY, its officers and employees, and each and every one of them, from and against any and all claims, actions, lawsuits or other proceedings alleging that all or any part of the information prepared, produced, or provided by CONTRACTOR pursuant to this Agreement infringes upon any third party's trademark, trade name, copyright, patent or other intellectual property rights. CITY shall make reasonable efforts to notify CONTRACTOR not later than ten (10) days after CITY is served with any such claim, action, lawsuit or other proceeding, provided that CITY's failure to provide such notice within such time period shall not relieve CONTRACTOR of its obligations hereunder, which shall survive any termination or expiration of this Agreement.
- C. All proprietary and other information received from CONTRACTOR by CITY, whether received in connection with CONTRACTOR's proposal to CITY or in connection with any Services performed by CONTRACTOR, will be disclosed upon receipt of a request for disclosure, pursuant to the California Public Records Act; provided, however, that, if any information is set apart and clearly marked "trade secret" when it is provided to CITY, CITY shall give notice to CONTRACTOR of any request for the disclosure of such information. The CONTRACTOR shall then have five (5) days from the date it receives such notice to enter into an agreement with the CITY, satisfactory to the City Attorney, providing for the defense of, and complete indemnification and reimbursement for all costs (including plaintiff's attorney fees) incurred by CITY in any legal action to compel the disclosure of such information under the California Public Records Act. The CONTRACTOR shall have sole responsibility for defense of the actual "trade secret"

designation of such information.

- D. The parties understand and agree that any failure by CONTRACTOR to respond to the notice provided by CITY and/or to enter into an agreement with CITY, in accordance with the provisions of subsection C, above, shall constitute a complete waiver by CONTRACTOR of any rights regarding the information designated "trade secret" by CONTRACTOR, and such information shall be disclosed by CITY pursuant to applicable procedures required by the Public Records Act.

8. **Standard of Performance.** CONTRACTOR shall perform all Services required pursuant to this Agreement in the manner and according to the standards currently observed by a competent practitioner of CONTRACTOR's profession in California. All products of whatsoever nature that CONTRACTOR delivers to CITY pursuant to this Agreement shall be prepared in a professional manner and conform to the standards of quality normally observed by a person currently practicing in CONTRACTOR's profession, and shall be provided in accordance with any schedule of performance specified in Exhibit A. CONTRACTOR shall assign only competent personnel to perform Services pursuant to this Agreement. CONTRACTOR shall notify CITY in writing of any changes in CONTRACTOR's staff assigned to perform the Services required under this Agreement, prior to any such performance. In the event that CITY, at any time during the term of this Agreement, desires the removal of any person assigned by CONTRACTOR to perform Services pursuant to this Agreement, because CITY, in its sole discretion, determines that such person is not performing in accordance with the standards required herein, CONTRACTOR shall remove such person immediately upon receiving notice from CITY of the desire of CITY for the removal of such person.

9. **Term; Suspension; Termination.**

- A. This Agreement shall become effective on the date that it is approved by both parties, set forth on the first page of the Agreement, and shall continue in effect until both parties have fully performed their respective obligations under this Agreement, unless sooner terminated as provided herein.
- B. CITY shall have the right at any time to temporarily suspend CONTRACTOR's performance hereunder, in whole or in part, by giving a written notice of suspension to CONTRACTOR. If CITY gives such notice of suspension, CONTRACTOR shall immediately suspend its activities under this Agreement, as specified in such notice.
- C. CITY shall have the right to terminate this Agreement at any time by giving a written notice of termination to CONTRACTOR. If CITY gives such notice of termination, CONTRACTOR shall immediately cease rendering Services pursuant to this Agreement. If CITY terminates this Agreement:
 - (1) CONTRACTOR shall, not later than five days after such notice of termination, deliver to CITY copies of all information prepared pursuant to this Agreement.

- (2) CITY shall pay CONTRACTOR the reasonable value of Services rendered by CONTRACTOR prior to termination; provided, however, CITY shall not in any manner be liable for lost profits that might have been made by CONTRACTOR had the Agreement not been terminated or had CONTRACTOR completed the Services required by this Agreement. In this regard, CONTRACTOR shall furnish to CITY such financial information as in the judgment of the CITY is necessary for CITY to determine the reasonable value of the Services rendered by CONTRACTOR. The foregoing is cumulative and does not affect any right or remedy that CITY may have in law or equity.

10. Indemnity.

- A. Indemnity: CONTRACTOR shall defend, hold harmless and indemnify CITY, its officers and employees, and each and every one of them, from and against any and all actions, damages, costs, liabilities, claims, demands, losses, judgments, penalties, costs and expenses of every type and description, including, but not limited to, any fees and/or costs reasonably incurred by CITY's staff attorneys or outside attorneys and any fees and expenses incurred in enforcing this provision (hereafter collectively referred to as "Liabilities"), including but not limited to Liabilities arising from personal injury or death, damage to personal, real or intellectual property or the environment, contractual or other economic damages, or regulatory penalties, arising out of or in any way connected with performance of or failure to perform this Agreement by CONTRACTOR, any subcontractor or agent, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, whether or not (i) such Liabilities are caused in part by a party indemnified hereunder or (ii) such Liabilities are litigated, settled or reduced to judgment; provided that the foregoing indemnity does not apply to liability for any damage or expense for death or bodily injury to persons or damage to property to the extent arising from the sole negligence or willful misconduct of CITY, its agents, servants, or independent contractors who are directly responsible to CITY, except when such agents, servants, or independent contractors are under the direct supervision and control of CONTRACTOR.

- B. Insurance Policies; Intellectual Property Claims: The existence or acceptance by CITY of any of the insurance policies or coverages described in this Agreement shall not affect or limit any of CITY's rights under this Section 10, nor shall the limits of such insurance limit the liability of CONTRACTOR hereunder. This Section 10 shall not apply to any intellectual property claims, actions, lawsuits or other proceedings subject to the provisions of Section 7.B., above. The provisions of this Section 10 shall survive any expiration or termination of this Agreement.

- 11. Insurance Requirements.** During the entire term of this Agreement, CONTRACTOR shall maintain the insurance coverage described in this Section 11.

Full compensation for all premiums that CONTRACTOR is required to pay for the insurance coverage described herein shall be included in the compensation specified for the Services

provided by CONTRACTOR under this Agreement. No additional compensation will be provided for CONTRACTOR's insurance premiums.

It is understood and agreed by the CONTRACTOR that its liability to the CITY shall not in any way be limited to or affected by the amount of insurance coverage required or carried by the CONTRACTOR in connection with this Agreement.

A. Minimum Scope & Limits of Insurance Coverage

- (1) Commercial General Liability Insurance, providing coverage at least as broad as ISO CGL Form 00 01 on an occurrence basis for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide contractual liability and products and completed operations coverage for the term of the policy.

- (2) Automobile Liability Insurance providing coverage at least as broad as ISO Form CA 00 01 on an occurrence basis for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide coverage for owned, non-owned and/or hired autos as appropriate to the operations of the CONTRACTOR.

No automobile liability insurance shall be required if CONTRACTOR completes the following certification:

"I certify that a motor vehicle will not be used in the performance of any work or services under this agreement." _____ (CONTRACTOR initials)

- (3) Workers' Compensation Insurance with statutory limits, and Employers' Liability Insurance with limits of not less than one million dollars (\$1,000,000). The Worker's Compensation policy shall include a waiver of subrogation for contracts involving construction or maintenance, or if required by the CITY by selecting the option below:

_____ Workers' Compensation waiver of subrogation in favor of the City is required for all work performed by the CONTRACTOR.

No Workers' Compensation insurance shall be required if CONTRACTOR completes the following certification:

"I certify that my business has no employees, and that I do not employ anyone. I am exempt from the legal requirements to provide Workers' Compensation insurance." _____ (CONTRACTOR initials)

B. Additional Insured Coverage

- (1) Commercial General Liability Insurance: The CITY, its officials, employees and volunteers shall be covered by policy terms or endorsement as additional insureds as respects general liability arising out of activities performed by or on behalf of CONTRACTOR, products and completed operations of CONTRACTOR, and premises owned, leased or used by CONTRACTOR. The general liability additional insured endorsement must be signed by an authorized representative of the insurance carrier for contracts involving construction or maintenance, or if required by the CITY by selecting the option below:

_____ Additional insured endorsement must be signed by an authorized representative of the insurance carrier.

If the policy includes a blanket additional insured endorsement or contractual additional insured coverage, the above signature requirement may be fulfilled by submitting that document with a signed declaration page referencing the blanket endorsement or policy form.

- (2) Automobile Liability Insurance: The CITY, its officials, employees and volunteers shall be covered by policy terms or endorsement as additional insureds as respects auto liability.

C. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

- (1) CONTRACTOR's insurance coverage shall be primary insurance as respects CITY, its officials, employees and volunteers. Any insurance or self-insurance maintained by CITY, its officials, employees or volunteers shall be in excess of CONTRACTOR's insurance and shall not contribute with it.
- (2) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to CITY, its officials, employees or volunteers.
- (3) Coverage shall state that CONTRACTOR's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- (4) CITY will be provided with thirty (30) days written notice of cancellation or material change in the policy language or terms.

D. Acceptability of Insurance

Insurance shall be placed with insurers with a Bests' rating of not less than A:V. Self-

insured retentions, policy terms or other variations that do not comply with the requirements of this Section 11 must be declared to and approved by the CITY Risk Management Division in writing prior to execution of this Agreement.

E. Verification of Coverage

- (1) CONTRACTOR shall furnish CITY with certificates and required endorsements evidencing the insurance required. The certificates and endorsements shall be forwarded to the CITY representative named in Exhibit A. Copies of policies shall be delivered to the CITY on demand. Certificates of insurance shall be signed by an authorized representative of the insurance carrier.
- (2) The CITY may withdraw its offer of contract or cancel this Agreement if the certificates of insurance and endorsements required have not been provided prior to execution of this Agreement. The CITY may withhold payments to CONTRACTOR and/or cancel the Agreement if the insurance is canceled or CONTRACTOR otherwise ceases to be insured as required herein.

F. Subcontractors

CONTRACTOR shall require and verify that all subcontractors maintain insurance coverage that meets the minimum scope and limits of insurance coverage specified in subsection A, above.

12. Equal Employment Opportunity. During the performance of this Agreement, CONTRACTOR, for itself, its assignees and successors in interest, agrees as follows:

- A. Compliance With Regulations: CONTRACTOR shall comply with the Executive Order 11246 entitled "Equal Opportunity in Federal Employment", as amended by Executive Order 11375 and 12086, and as supplemented in Department of Labor regulations (41 CFR Chapter 60), hereinafter collectively referred to as the "Regulations".
- B. Nondiscrimination: CONTRACTOR, with regards to the work performed by it after award and prior to completion of the work pursuant to this Agreement, shall not discriminate on the ground of race, color, religion, sex, national origin, age, marital status, physical handicap or sexual orientation in selection and retention of subcontractors, including procurement of materials and leases of equipment. CONTRACTOR shall not participate either directly or indirectly in discrimination prohibited by the Regulations.
- C. Solicitations for Subcontractors, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiations made by CONTRACTOR for work to be performed under any subcontract, including all procurement of materials or equipment, each potential subcontractor or supplier shall be notified by CONTRACTOR of CONTRACTOR's obligation under this Agreement and the Regulations relative to nondiscrimination on the ground of race, color, religion, sex, national origin, age, marital

status, physical handicap or sexual orientation.

- D. Information and Reports: CONTRACTOR shall provide all information and reports required by the Regulations, or by any orders or instructions issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the CITY to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of CONTRACTOR is in the exclusive possession of another who fails or refuses to furnish this information, CONTRACTOR shall so certify to the CITY, and shall set forth what efforts it has made to obtain the information.
- E. Sanctions for Noncompliance: In the event of noncompliance by CONTRACTOR with the nondiscrimination provisions of this Agreement, the CITY shall impose such sanctions as it may determine to be appropriate including, but not limited to:
- (1) Withholding of payments to CONTRACTOR under this Agreement until CONTRACTOR complies;
 - (2) Cancellation, termination, or suspension of the Agreement, in whole or in part.
- F. Incorporation of Provisions: CONTRACTOR shall include the provisions of subsections A through E, above, in every subcontract, including procurement of materials and leases of equipment, unless exempted by the Regulations, or by any order or instructions issued pursuant thereto. CONTRACTOR shall take such action with respect to any subcontract or procurement as the CITY may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that in the event CONTRACTOR becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, CONTRACTOR may request CITY to enter such litigation to protect the interests of CITY.
13. **Entire Agreement.** This document, including all Exhibits, contains the entire agreement between the parties and supersedes whatever oral or written understanding they may have had prior to the execution of this Agreement. No alteration to the terms of this Agreement shall be valid unless approved in writing by CONTRACTOR, and by CITY, in accordance with applicable provisions of the Sacramento City Code.
14. **Severability.** If any portion of this Agreement or the application thereof to any person or circumstance shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and shall be enforced to the greatest extent permitted by law.
15. **Waiver.** Neither CITY acceptance of, or payment for, any Service or Additional Service performed by CONTRACTOR, nor any waiver by either party of any default, breach or condition precedent, shall be construed as a waiver of any provision of this Agreement, nor as a waiver of any other default, breach or condition precedent or any other right hereunder.

16. **Enforcement of Agreement.** This Agreement shall be governed, construed and enforced in accordance with the laws of the State of California. Venue of any litigation arising out of or connected with this Agreement shall lie exclusively in the state trial court or Federal District Court located in Sacramento County in the State of California, and the parties consent to jurisdiction over their persons and over the subject matter of any such litigation in such courts, and consent to service of process issued by such courts.
17. **Assignment Prohibited.** The expertise and experience of CONTRACTOR are material considerations for this Agreement. CITY has a strong interest in the qualifications and capability of the persons and entities that will fulfill the obligations imposed on CONTRACTOR under this Agreement. In recognition of this interest, CONTRACTOR shall not assign any right or obligation pursuant to this Agreement without the written consent of the CITY. Any attempted or purported assignment without CITY's written consent shall be void and of no effect.
18. **Binding Effect.** This Agreement shall be binding on the heirs, executors, administrators, successors and assigns of the parties, subject to the provisions of Section 17, above.
19. **Use Tax Requirements.** During the performance of this Agreement, CONTRACTOR, for itself, its assignees and successors in interest, agrees as follows:
- A. Use Tax Direct Payment Permit: For all leases and purchases of materials, equipment, supplies, or other tangible personal property used to perform the Contract or Agreement and shipped from outside California, the Contractor and any subcontractors leasing or purchasing such materials, equipment, supplies or other tangible personal property shall obtain a Use Tax Direct Payment Permit from the California State Board of Equalization ("SBE") in accordance with the applicable SBE criteria and requirements.
 - B. Sellers Permit: For any construction contract and any construction subcontract in the amount of \$5,000,000 or more, Contractor and the subcontractor(s) shall obtain sellers permits from the SBE and shall register the jobsite as the place of business for the purpose of allocating local sales and use tax to the City. Contractor and its subcontractors shall remit the self-accrued use tax to the SBE, and shall provide a copy of each remittance to the City.
 - C. The above provisions shall apply in all instances unless prohibited by the funding source for the Contract or Agreement.

EXHIBIT E

REQUIREMENTS OF THE NON-DISCRIMINATION IN EMPLOYEE BENEFITS CODE

INTRODUCTION

The Sacramento Non-Discrimination In Employee Benefits Code (the "Ordinance"), codified as Sacramento City Code Chapter 3.54, prohibits City contractors from discriminating in the provision of employee benefits between employees with spouses and employees with domestic partners, and between the spouses and domestic partners of employees.

APPLICATION

The provisions of the Ordinance apply to any contract or agreement (as defined below), between a Contractor and the City of Sacramento, in an amount exceeding \$100,000.00. The Ordinance applies to that portion of a contractor's operations that occur: (i) within the City of Sacramento; (ii) on real property outside the City of Sacramento if the property is owned by the City or if the City has a right to occupy the property; or (iii) at any location where a significant amount of work related to a City contract is being performed.

The Ordinance does not apply: to subcontractors or subcontracts of any Contractor or contractors; to transactions entered into pursuant to cooperative purchasing agreements approved by the Sacramento City Council; to legal contracts of other governmental jurisdictions or public agencies without separate competitive bidding by the City; where the requirements of the ordinance will violate or are inconsistent with the terms or conditions of a grant, subvention or agreement with a public agency or the instructions of an authorized representative of any such agency with respect to any such grant, subvention or agreement; to permits for excavation or street construction; or to agreements for the use of City right-of-way where a contracting utility has the power of eminent domain.

DEFINITIONS

As set forth in the Ordinance, the following definitions apply:

"Contract" means an agreement for public works or improvements to be performed, or for goods or services to be purchased or grants to be provided, at the expense of the City or to be paid out of moneys deposited in the treasury or out of the trust money under the control or collected by the City. "Contract" also means a written agreement for the exclusive use ("exclusive use" means the right to use or occupy real property to the exclusion of others, other than the right reserved by the fee owner) or occupancy of real property for a term exceeding 29 days in any calendar year, whether by singular or cumulative instrument, (i) for the operation or use by others of real property owned or controlled by the City for the operation of a business, social, or other establishment or organization, including leases, concessions, franchises and easements, or (ii) for the City's use or occupancy of real property owned by others, including leases, concessions, franchises and easements.

“Contract” shall not include: a revocable at-will use or encroachment permit for the use of or encroachment on City property regardless of the ultimate duration of such permit; excavation, street construction or street use permits; agreements for the use of City right-of-way where a contracting utility has the power of eminent domain; or agreements governing the use of City property that constitute a public forum for activities that are primarily for the purpose of espousing or advocating causes or ideas and that are generally protected by the First Amendment to the United States Constitution or that are primarily recreational in nature.

“Contractor” means any person or persons, firm, partnership, corporation, company, or combination thereof, that enters into a Contract with the City. “Contractor” does not include a public entity.

“Domestic Partner” means any person who has a currently registered domestic partnership with a governmental entity pursuant to state or local law authorizing the registration.

“Employee Benefits” means bereavement leave; disability, life, and other types of insurance; family medical leave; health benefits; membership or membership discounts; moving expenses; pension and retirement benefits; vacation; travel benefits; and any other benefit given to employees. “Employee benefits” shall not include benefits to the extent that the application of the requirements of this chapter to such benefits may be preempted by federal or state.

CONTRACTOR’S OBLIGATION TO PROVIDE THE CITY WITH DOCUMENTATION AND INFORMATION

Contractor shall provide the City with documentation and information verifying its compliance with the requirements of the Ordinance within ten (10) days of receipt of a request from the City. Contractors shall keep accurate payroll records, showing, for each City Contract, the employee’s name, address, Social Security number, work classification, straight time pay rate, overtime pay rate, overtime hours worked, status and exemptions, and benefits for each day and pay period that the employee works on the City Contract. Each request for payroll records shall be accompanied by an affidavit to be completed and returned by the Contractor, as stated, attesting that the information contained in the payroll records is true and correct, and that the Contractor has complied with the requirements of the Ordinance. A violation of the Ordinance or noncompliance with the requirements of the Ordinance shall constitute a breach of contract.

EMPLOYER COMPLIANCE CERTIFICATE AND NOTICE REQUIREMENTS

(a) All contractors seeking a Contract subject to the Ordinance shall submit a completed Declaration of Compliance Form, signed by an authorized representative, with each proposal, bid or application. The Declaration of Compliance shall be made a part of the executed contract, and will be made available for public inspection and copying during regular business hours.

(b) The Contractor shall give each existing employee working directing on a City contract, and (at the time of hire), each new employee, a copy of the notification provided as Attachment “A.”

(c) Contractor shall post, in a place visible to all employees, a copy of the notice provided as Attachment "B."

2016-2017
PAID 3/18/16
NOT
YES

MUST BE POSTED IN CONSPICUOUS PLACE

City of SACRAMENTO		116342	
BUSINESS OPERATIONS TAX CERTIFICATE			
Business Name	LINCOLN EQUIPMENT, INC.	FROM	TO
Business Address	2051 COMMERCE AVE	Mo. Day Yr.	Mo. Day Yr.
Owner	LUECKER, CHARLES R.	04/01/2015	03/31/2016
Type of Business	RETAIL SWIM TOOL SUP.		Expires
Tax Classification	401		
LINCOLN EQUIPMENT, INC. 2051 COMMERCE AVE CONCORD, CA 94520-4901		CITY OF SACRAMENTO VOID APR 15 2015 VALIDATED	

116342

TOTAL
PAID: \$229.53

THIS STUB MAY BE
FOLDED/DETACHED
BEFORE POSTING

This certificate is not to be construed as a business license or imply that the City of Sacramento has investigated, or approves or recommends, the holder of this certificate. Any representation to the contrary is fraudulent. (This certificate must be renewed within 30 days of expiration).

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/23/2015

PRODUCER (510)235-0353 FAX: (510)235-5058

M A Hays Insurance
CA License #0094750
232 Broadway

Richmond CA 94804

INSURED

LINCOLN EQUIPMENT INC DBA LINCOLN AQUATICS
2051 COMMERCE AVENUE

CONCORD CA 94520

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A C N A

29424

INSURER B Republic Indemnity Co of

America

INSURER C:

INSURER D:

INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR/ADD'L LTR/INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	4031082176	10/17/2015	10/17/2016	EACH OCCURRENCE \$ 2,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000				
					MED EXP (Any one person) \$ 10,000
					PERSONAL & ADV INJURY \$ 2,000,000
					GENERAL AGGREGATE \$ 4,000,000
					PRODUCTS - COMP/OP AGG \$ 4,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJE <input type="checkbox"/> LOC				
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	4031082209	10/17/2015	10/17/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	BODILY INJURY (Per person) \$				
					BODILY INJURY (Per accident) \$
					PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$
					OTHER THAN EA ACC \$
					AUTO ONLY AGG \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$
					AGGREGATE \$
					\$
					\$
					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	154178-14	12/05/2014	12/05/2016	<input checked="" type="checkbox"/> WE STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER
					E.L EACH ACCIDENT \$ 1,000,000
					E.L DISEASE - EA EMPLOYEE \$ 1,000,000
					E.L DISEASE - POLICY LIMIT \$ 1,000,000
A	OTHER Business Personal Property	4031082176	10/17/2015	10/17/2016	LIMIT 1,061,208 DEDUCTIBLE 2,500

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

CERTIFICATE HOLDER

PROOF OF INSURANCE

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
Lori Foulos/JZ

