



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
AGENDA**

Rancho Santa Fe FPD  
Board/Community Room – 16936 El Fuego  
Rancho Santa Fe, California 92067

March 2, 2011  
Regular Session 1:00 pm

**RULES FOR ADDRESSING BOARD OF DIRECTORS**

Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk.

Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment, but can refer it to the Administrative Officer for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature or which require immediate attention. The maximum time allotted for each presentation is FIVE (5) MINUTES.

**Pledge of Allegiance**

- 1. Roll Call**
- 2. Public Comment**
- 3. Motion waiving reading in full of all Resolutions/Ordinances**

All items listed on the Consent Calendar are considered routine and will be enacted by one motion without discussion unless Board Members, Staff or the public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under Unfinished Business.

**4. Consent Calendar**

a. Board of Directors Minutes

- i) Board of Directors minutes of February 9, 2011

ACTION REQUESTED: **Approve**

b. Receive and File

- i) Monthly/Quarterly Reports – ACTION REQUESTED: **Information**

(1) List of Demands

Check 21915 thru 22003 for the period February 1 – 28, 2011 totaling: \$ 465,572.59

Payroll for the period January 1 – 31, 2011 \$ 436,807.03

TOTAL DISTRIBUTION \$ 902,379.62

- (2) Budget Review – July 1 – December 31, 2010
- (3) Activity Reports – February 2011
  - Training
- (4) Correspondence - letters/cards were received from the following members of the public:
  - Firtel
  - Lewis
  - Kellogg

## 5. Old Business

- a. Fairbanks Ranch Station Replacement – Construction Change Orders
  - i) Eye Wash Station [Staff Report 11-05](#)  
ACTION REQUESTED: **Approve**
  - ii) Underground Facilities [Staff Report 11-06](#)  
ACTION REQUESTED: **Ratify and Approve**

## 6. New Business

- a. Letter of Intent between Rancho Santa Fe Fire Protection District & Rancho Santa Fe Association  
To discuss and provide direction for a building lease agreement between the Fire District & Association  
ACTION REQUESTED: **Direction**

## 7. Resolution/Ordinance

- a. Resolution No. 2011-02  
To discuss and/or approve a resolution of the Rancho Santa Fe Fire Protection District to Participate in the San Diego County Fire Mitigation Fee Program  
ACTION REQUESTED: **Adopt**

## 8. Oral Report

- a. Fire Chief – Michel
  - i) Fairbanks Ranch Replacement Fire Station – Update
  - ii) Cielo Administration Building – Update
  - iii) Sharing of Resources with City of Encinitas
  - iv) District Activities
- b. Operations – Chief Ward
- c. Training – Battalion Chief Davidson
- d. Fire Prevention - Fire Marshal Hunter
- e. Administrative Manager – Rannals
- f. Board of Directors
  - i) North County Dispatch JPA – Update
  - ii) County Service Area – 17 – Update
  - iii) Comments

## 9. Closed Session

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8  
CONFERENCE WITH NEGOTIATORS FOR THE FOLLOWING REAL PROPERTY:  
16936 ½ El Fuego, Rancho Santa Fe  
Negotiating Parties: Board of Directors; Tony Michel, Fire Chief  
Under Negotiation: Price

- b. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiators: Jim Ashcraft, Randy Malin, and assigned Staff

Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349

Represented Employees: Rancho Santa Fe Miscellaneous Employees

Unrepresented Employees: Fire Chief; Fire Marshal; Battalion Chief (3); Administrative Manager

Under Negotiation: A successor Memorandum of Understanding/Compensation Resolution

## **10. Adjournment**

RANCHO SANTA FE FIRE PROTECTION DISTRICT  
Board of Directors Regular Meeting – Agenda  
Wednesday, February 9, 2011 1:00 pm PST

CERTIFICATION OF POSTING

I certify that on February 25, 2011 a copy of the foregoing agenda was posted near the regular meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on February 25, 2011

*Karlana Rannals*

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Karlana Rannals  
Board Clerk



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES – February 9, 2011**

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:00 pm

*Pledge of Allegiance*

Administrative Manager Karlana Rannals led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hillgren, Hickerson, Malin, Tanner

Directors Absent: None

Staff Present: Tony Michel, Fire Chief; Cliff Hunter, Fire Marshal; Darrin Ward, Division Chief; Bret Davidson, Battalion Chief; Mike Gibbs, Battalion Chief; Jim Sturtevant, Battalion Chief; Chris Galindo, Administrative Captain; and Karlana Rannals, Board Clerk

President Ashcraft informed the Board of a request to amend the agenda to include the following topics for discussion and/or action:

NEW AGENDA ITEM: New Business 5(b)

Purchase of Self-Contained Breathing Apparatus

To discuss and/or authorize the purchase of self-contained breathing apparatus and related communication devices. [Staff Report 11-04](#)

ACTION REQUESTED: **Approve**

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to amend the agenda as requested.

2. Public Comment

No one requested to speak to the Board.

3. Consent Calendar

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to approve the Consent Calendar as submitted.

a. Board of Directors Minutes

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to approve the Board of Directors minutes of January 12, 2011

b. Receive and File

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to receive and file:

i) Monthly/Quarterly Reports

(1) List of Demands

Check 21830 thru 21914 for the period January 1 – 31, 2011 totaling:	\$ 531,243.89
Payroll for the period January 1 – 31, 2011	\$ 412,399.17
TOTAL DISTRIBUTION	\$ 943,643.06

(2) Statement of Cash Assets – December 31, 2010

(3) Activity Reports – January 2011

- Fire Prevention
- Operations
- Training
- Fairbanks Ranch Station Replacement – Construction Change Orders

(4) Travel Report - Michel

(5) District Articles – January 2011

(6) Correspondence

4. Old Business

a. Fairbanks Ranch Station Replacement – Construction Change Orders

Captain Galindo summarized the four change orders listed in the staff report provided. Each item listed in the report was determined as an immediate need by the fire chief to avoid further delays in the construction schedule, and the costs were within the Chief's approved amount (less than \$20,000). Staff responded to questions from the board.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to ratify the change orders authorized by the fire chief.

5. New Business

a. Sale of Surplus Equipment

Chief Michel summarized the staff report. He reported that since staff determined a replacement brush unit would not improve the District's response, the funding was eliminated from the Fleet Replacement Schedule included with the FY11 budget. Since the brush unit was reclassified to a reserve status, and is now out of service and stored at RSF 2, it is considered surplus equipment.

A request for proposal (RFP) was distributed in January to potential vendors, with one reply from Fire Trucks Plus. This is the same vendor used to sell then last surplus fire engine. Through the RFP, it was determined that the unit can be listed for \$55,000, in which if it sells at the listed price, the District would net \$45,000 in the sale. Should a negotiated sale of the brush unit be less than \$55,000, the vendor commission is 20%.

Staff recommended that the Fire Chief be authorized to execute the agreement with Fire Trucks Plus Inc., for a consignment sale of VIN: 1HTSEAN6TH243654 (1996 International – Brush Engine).

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, CARRIED 5 AYES; 0 NOES; 0 ABSENT to approve staff's recommendation to authorize the consignment sale of the 1996 International – Brush Engine and authorize the fire chief to sign the agreement.

b. Purchase of Self-Contained Breathing Apparatus

Chief Sturtevant summarized the staff report. In May 2010, the "Assistance to Firefighters Grant" ("AFG") was awarded to the District in the amount of \$239,794.00 to be used exclusively for the purchase of Self-Contained Breathing Apparatus (SCBA) and related devices. The grant specifies that the District must contribute ten percent (10%) in matching funds based on the total amount of the grant. The final amount awarded to the Fire District, minus the 10% matching funds, is \$215,814.00. The District's 10% matching funds is \$23,980.00.

Three bidders responded to the RFP distributed in January 2011 and all were deemed qualified. The RFP stipulated that the District would receive trade-in consideration of all existing SCBA inventory and related components. The trade-in either would provide the District a credit towards future purchases from the selected bidder or applied toward the purchase amount. Listed below are the companies and bids that were received:

Bidder	Bid Amount	Trade-In Value	Net Bid Amount
L.N. Curtis and Sons	\$209,696.00	\$5000.00	\$204,696.00
Diamondback Fire and Rescue	\$211,322.00	\$10,840.00	\$200,482.00
AllStar Fire Equipment, Inc.	\$201,805.00	\$2,500.00	\$199,305.00

Staff recommended that the Board accept the bid proposed submitted from AllStar. Staff has concluded that AllStar Fire Equipment, Inc. has complied with all bidding requirements and submitted the lowest, most responsive bid (\$199,305.00), not including the optional communication devices. When comparing AllStar's "net bid amount" to the total AFG grant (\$215,814.00) and the District's matching funds, the balance of the AFG grant will be used to purchase the related communication devices. Staff responded to questions from the Board.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR HICKERSON, CARRIED 5 AYES; 0 NOES; 0 ABSENT to accept the bid submitted by AllStar Fire Equipment, Inc. in the amount of \$199,305.00 and authorize the purchase of self-contained breathing apparatus and related communications devices with the balance of the money from the AFG.

Chief Michel commended Chief Sturtevant for his efforts and success in securing the AFG Grant for the purchase of the breathing apparatus.

6. Resolution/Ordinance

a. Resolution No. 2011-01

Ms. Rannals informed the Board that this Resolution is to acknowledge the contributions of Engineer Philip E. Pieper to the District. Engineer Pieper retired December 30, 2010 after approximately 29-years with the District.

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, and ADOPTED Resolution No. 2011-01 entitled a *Resolution of Commendation from the Board of Directors of the Rancho Santa Fe Fire Protection District for Philip E. Pieper* on the following roll call vote:

AYES: Ashcraft, Hickerson, Hillgren, Malin, Tanner  
NOES: None  
ABSENT: None  
ABSTAIN: None

## 7. Oral Reports

### a. Fire Chief – Michel

He reported on the following topics:

- Fairbanks Ranch Replacement Fire Station
  - Update – Captain Galindo distributed an updated construction report. He informed the Board that the project is still behind schedule because of bad weather. He reviewed a revised construction schedule, noting the shoring wall is complete, and the interior drywall should begin in May.

Chief Michel reported that a change order is forthcoming because of necessary road improvements resulting from the contractor finding a well line that never showed up on any civil drawings. The cost of the improvements falls within the contingency fund for the project.

- Cielo Administration Building - Update: Chief Michel provided an update on the progress of the tenant improvements. He reported that the project manager has given a revised completion date of March 16.
- District Activities
  - District and Burn Institute representatives met to discuss a fund raising event at the Headquarters station. The event is scheduled for April 28. He will share more information as it becomes available.

### b. *Operations –Chief Ward*

Chief Ward reported on the following topics:

- Call activity:
  - 193 calls last month
    - He summarized two significant structure fires that occurred in the District

### c. *Training – Battalion Chief Davidson*

Chief Davidson summarized the monthly training activity, which included:

- Hose testing
- Ladder testing
- Hose lays
- EMS
- Captain’s Exam – completed a joint promotional exam. Of the 14 candidates (between four agencies), eight passed the exam.

d. *Fire Prevention – Fire Marshal Hunter*

- Forestry Intern: applications are being accepted for the temporary position. Closing date to apply is March 31.
- Weed Abatement: in preparation to mail, the annual weed abatement letters to property owners.
- He reviewed the previous month's statistics that showed 105,000 square feet of new construction.

e. *Administration – Administrative Manager Rannals*

- Conflict of Interest: Form 700 is due to her by March 15 so to meet the filing date of April 1.
- Social Security: employee contribution rate changed from 6.2% to 4.2%, resulting in a slight "net increase" in meeting compensation.
- Property Tax Refunds: she reported that property tax refunds exceed the FY10 total (as of February 4, 2011). She reported that the County has been working on processing the applications for reassessments, which in 2008 exceeded 42,000 requests. Staff will continue to monitor the refunds and how it will affect the property tax revenue for FY11.

f. *Board of Directors*

- North County Dispatch JPA – Update – Director Ashcraft: no report. The next meeting is scheduled for February 24
- County Service Area 17 – Update – Director Hickerson: he reported that the CSA is recommending a user fee for residents of the CSA. The CSA has been in deficit spending for a few years, and it is necessary to make this recommendation, noting that the proposed fee is less than ½ of the nonresident fee.
- Comments:
  - None

*Ten-minute recess*

The following was disclosed prior to convening to closed session:

Director's Ashcraft, Hillgren, and Tanner are residents within the Covenant and members of the Rancho Santa Fe Association

8. Closed Session

Pursuant to the following Government Code Section, the Board of Directors convened in closed session from 3:15 – 5:08 pm for discussions on the following:

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8  
CONFERENCE WITH NEGOTIATORS FOR THE FOLLOWING REAL PROPERTY:  
16936 ½ El Fuego, Rancho Santa Fe  
Negotiating Parties: Board of Directors; Tony Michel, Fire Chief  
Under Negotiation: Price

- b. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiators: Jim Ashcraft, Randy Malin, and assigned Staff

Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349

Represented Employees: Rancho Santa Fe Miscellaneous Employees

Unrepresented Employees: Fire Chief; Fire Marshal; Battalion Chief (3); Administrative Manager

Under Negotiation: A successor Memorandum of Understanding/Compensation Resolution

*NOTE: All members of the Board and Chief Michel and Ms. Rannals attended the Closed Session.*

Upon reconvening, President Ashcraft reported that the Board received an update for the subject matters listed and that direction was provided to staff. The Board of Directors took no action.

9. Adjournment

Meeting adjourned at 5:09 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President

Check #	Amount	Vendor	Purpose
21915	\$707.30	Accme Janitorial Service Inc	Building - Monthly Service Contract
21916	\$365.86	Allstar Fresh Water Systems Inc	Building - Maintenance/Service
21917	\$750.00	Arnold A Lewin	Consulting Services
21918	\$209.99	AT&T	Telephone
21919	\$1,824.43	AT&T Calnet 2	Telephone
21921	\$200.00	Bennett, Luke D.	School Education/Training Reimbursement
21922	\$681.14	Blend	Outside Printing & Binding
21923	\$117.00	C.A.P.F.	Disability/Life Insurance
21924	\$367.00	Cnty of SD APCD	Permits - County/City
21925	\$2,855.79	Corporate Clothiers Inc	Uniform - Safety Personnel
21926	\$2,358.50	County of SD/RCS	800 MHz Network Admin Fees
21928	\$85.50	Cutters Edge Inc	Fleet Equipment Maintenance/Repair
21929	\$31.18	Daniels Tire Service Inc	Scheduled - ID 0981
21930	\$515.00	Danner Chris	School Education/Training Reimbursement
21931	\$119.13	Deluxe Business Forms/Supplies	Outside Printing & Binding
21932	\$2,807.00	Design Space Modular Buildings Inc	FBR #3 Replacement
21933	\$83.99	Directv	FBR #3 Replacement
21934	\$851.78	Fire ETC Inc	Safety Clothing
21935	\$902.23	Fitch Law Firm Inc	Legal Services
21936	\$474.35	Galls Retail	Uniform - Safety Personnel
21937	\$2,358.50	Geocon Inc	FBR #3 Replacement
21938	\$6,869.81	Golden Telecom Inc	Admin Bldg (Cielo) - Phone System
21939	\$3,167.82	Guardian Life Insurance Co	Dental Insurance
21940	\$59,356.36	Health Net	Medical Insurance
21941	\$108.09	Home Depot, Inc	Station Maintenance
21942	\$592.01	HSBC Business Solutions	Janitorial Supplies
21943	\$2,544.35	Jeff Katz Architecture	FBR #3 Replacement
21944	\$15,640.50	Ledcor Construction C/O CB&T Escrow	FBR #3 Replacement
21945	\$147,330.00	Ledcor Construction Inc	FBR #3 Replacement
21947	\$342.00	Lorenzo, Paul	School Education/Training Reimbursement
21948	\$175.00	Mertz, William C.	School Education/Training Reimbursement

Check #	Amount	Vendor	Purpose
21950	\$3,457.50	MTGL Inc	FBR #3 Replacement
21951	\$83.65	MyBackgroundcheck.com	Background Investigation - Employment
21952	\$11,957.04	Ninyo and Moore Inc	Soil Contamination - Fuel Tank Removal
21953	\$11,675.91	North County EVS Inc	Generator Maint./Apparatus Scheduled/Repair/Fleet Equip Maint.
21954	\$901.73	Olivenhain Municipal Water District	Water
21955	\$3,486.00	Palomar College	In-Service Training Program
21956	\$105,765.77	PERS	PERS (Employer Paid)
21957	\$56.82	Physio-Control Inc.	Defibrillator Maintenance
21958	\$495.00	Power Plus!	FBR #3 Replacement
21959	\$479.23	Rannals, Karlena	On Line Services/Cell/Mileage/Medical Reimbursement
21960	\$5,878.03	Richards-Wilcox Inc	Admin Building (Rancho Cielo)
21961	\$25.00	RSFPFA	Firefighters Assn.
21962	\$384.80	San Diego Daily Transcript Inc	Advertising
21963	\$7,429.07	San Diego Gas & Electric	Elec/Gas/Propane
21964	\$1,175.44	Santa Fe Irrigation District	Water
21965	\$38.10	Savmart Pharmaceutical Service	CSA-17 - Supplies
21966	\$780.00	SBSD-EVOC	Suppression Local Conf/Seminars
21967	\$413.75	SDCPA - Epic Medics	CSA-17 - Supplies
21968	\$1,750.00	Shapouri Engineering Company Inc	FBR #3 Replacement
21969	\$139.44	Staples Advantage	Office Supplies
21970	\$96.00	State of CA Dept of Justice	Background Investigation - Employment
21971	\$645.94	Sturtevant, James F.	Station Replacement
21973	\$240.00	Terminix International	Building - Monthly Service Contract
21974	\$33.96	The Screening Pros	Background Investigation - Employment
21975	\$4,041.39	The SoCo Group Inc	Gasoline & Diesel Fuel
21976	\$1,510.52	ThyssenKrupp Elevator Inc	Elevator Service
21977	\$113.49	U P S	Shipping Service
21978	\$5,447.42	U S Bank Corporate Payment System	Cal-Card./IMPAC program
21979	\$1,050.00	Vanguard Fire Protection Inc	Building - Maintenance/Service
21980	\$1,536.73	Verizon Wireless	MDT Broadband + ATN Line/Cellular phones
21981	\$705.78	Waste Management Inc	Trash Disposal

Check #	Amount	Vendor	Purpose
21982	\$5,100.00	WinTech Computer Services	Consulting Services
21983	\$251.00	Worley, Tanner	School Education/Training Reimbursement
21984	\$299.84	AT&T	Telephone
21985	\$263.48	AT&T Calnet 2	Telephone
21987	\$370.12	CDW Government Inc.	Computer Equipment/Parts
21989	\$2,403.50	MTGL Inc	FBR #3 Replacement
21990	\$250.00	New Earth Enterprises Inc	Landscaping Maintenance Service
21991	\$19.50	Olson's Hand Car Wash Inc	Car Wash
21992	\$5,700.00	Page, Wolfberg & Wirth, LLC	School Education/Training
21994	\$24.32	Rannals, Karlana	Office Supplies
21995	\$25.00	RSFPFA	Firefighters Assn.
21996	\$10,512.50	Spooner's Woodworks Inc	Admin Bldg (Rancho Cielo) - Furnishings
21997	\$187.00	Terminix International	Building - Monthly Service Contract
21998	\$562.87	The Lincoln National Life Ins Co	Disability/Life Insurance
21999	\$3,668.59	The SoCo Group Inc	Gasoline & Diesel Fuel
22000	\$4,152.00	The Treekeeper Inc	Weed Abatement
22001	\$470.90	Transamerican Mailing & Fulfillment Inc	Weed Abatement
22002	\$50.97	U P S	Shipping Service
22003	\$1,242.56	U S Postal Service	Postage
Various	\$3,433.32	Various	Medical Reimbursement
<b>sub-total</b>	<b>\$465,572.59</b>		

15-Feb-11	\$254,281.32
27-Feb-11	\$3,609.08
28-Feb-11	\$178,916.63
<b>sub-total</b>	<b>\$436,807.03</b>

**Grand Total \$902,379.62**

**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FISCAL YEAR 2010**  
 July 1, 2010 thru December 31, 2010  
 FY11

	<b>BUDGET EXPENDITURES FY11</b>	<b>ESTIMATED EXPENDITURES FY11</b>	<b>% OF BUDGET</b>
<b>PERSONNEL COSTS</b>			
Salaries/Wages - Staff	\$4,711,168	\$2,309,578	49.0%
Holiday Pay	\$157,615	\$150,071	95.2%
Overtime	\$1,029,798	\$413,906	40.2%
Health Insurance + HRSA	\$1,099,675	\$533,229	48.5%
Life Insurance/Long Term Disability	\$8,743	\$4,927	56.4%
Paramedic Incentive Pay	\$19,200	\$9,600	50.0%
Retirement	\$1,400,844	\$701,344	50.1%
Social Security Tax	\$7,016	\$4,528	64.5%
Unemployment Insurance	\$14,577	\$294	2.0%
Medicare Tax	\$76,875	\$36,947	48.1%
Workers' Compensation/Wellness	\$169,000	\$46,217	27.3%
Labor (Temporary)	<u>\$35,200</u>	<u>\$21,429</u>	60.9%
<b>PERSONNEL (Subtotal)</b>	<b>\$8,729,711</b>	<b>\$4,232,070</b>	<b>48.5%</b>

**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FISCAL YEAR 2010**  
 July 1, 2010 thru December 31, 2010

	<b>BUDGET EXPENDITURES FY11</b>	<b>ESTIMATED EXPENDITURES FY11</b>	<b>% OF BUDGET</b>
<b>CONTRACTURAL</b>			
Administrative Fees	\$161,160	\$32,603	20.2%
Advertising	\$2,278	\$251	11.0%
Apparatus	\$5,000	\$0	0.0%
Association Dues	\$7,656	\$6,389	83.5%
Building/Facility Lease	\$5,600	\$0	0.0%
Dispatching	\$117,938	\$100,247	85.0%
Equipment Rental	\$1,509	\$291	19.3%
Equipment Repair	\$17,350	\$2,561	14.8%
Insurance	\$68,298	\$65,580	96.0%
Laundry Service	\$0	\$0	0.0%
Legal Services	\$30,000	\$12,560	41.9%
Local Meeting/Meal Expense	\$7,084	\$2,207	31.2%
Mileage Reimbursement	\$854	\$115	13.4%
Other Contractual Services	\$41,445	\$24,189	58.4%
Other Professional Services	\$137,596	\$59,869	43.5%
Permits	\$6,135	\$215	3.5%
Service Agreements	\$45,959	\$21,029	45.8%
Soil Contamination Cleanup	\$15,000	\$21,769	145.1%
Subscriptions	\$2,130	\$639	30.0%
Training	\$68,443	\$19,203	28.1%
Utilities			
Electricity	\$86,699	\$36,095	41.6%
Sewer	\$9,880	\$9,246	93.6%
Telephone	\$47,806	\$18,273	38.2%
Trash	\$8,614	\$4,920	57.1%
Water	\$16,461	\$7,326	44.5%
Vehicle Maintenance (Scheduled)	\$56,400	\$20,498	36.3%
Vehicle Repair	\$66,500	\$14,978	22.5%
<b>CONTRACTURAL COSTS (Subtotal)</b>	<b>\$1,033,795</b>	<b>\$481,054</b>	<b>46.5%</b>

**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FISCAL YEAR 2010**  
 July 1, 2010 thru December 31, 2010

	<b>BUDGET EXPENDITURES FY11</b>	<b>ESTIMATED EXPENDITURES FY11</b>	<b>% OF BUDGET</b>
<b>MATERIALS &amp; SUPPLY</b>			
Apparatus	\$28,936	\$9,326	32.2%
Audio Visual	\$1,250	\$0	0.0%
Books	\$3,700	\$0	0.0%
Cellular	\$1,250	\$293	23.4%
Computer	\$55,420	\$35,100	63.3%
Electrical Supplies	\$417	\$70	16.9%
Fire Hose, Nozzles & Supply	\$5,000	\$109	2.2%
Firefighting Foam	\$3,500	\$0	0.0%
Food for Major Emergencies	\$1,000	\$64	6.4%
Fuel	\$62,479	\$28,387	45.4%
Furnishings/Equipment	\$5,000	\$0	0.0%
Grants	\$11,000	\$0	0.0%
Hydrant Maintenance	\$500	\$0	0.0%
Janitorial	\$12,000	\$4,940	41.2%
Knox Replacement	\$0	\$0	0.0%
Landscape	\$0	\$0	0.0%
Lumber/Screws/Nails	\$0	\$17	0.0%
Maps	\$750	\$0	0.0%
Medical Supplies	\$30,000	\$10,624	35.4%
Miscellaneous	\$2,254	\$0	0.0%
Office - General	\$40,794	\$16,409	40.2%
Paint	\$0	\$0	0.0%
Program Supplies - CERT	\$2,000	\$594	29.7%
Public Education	\$6,500	\$2,162	33.3%
Radio	\$23,900	\$620	2.6%
Rock, Sand, Gravel	\$500	\$0	0.0%
Safety	\$278,094	\$7,178	2.6%
Special Events & Awards	\$8,500	\$9,483	111.6%
Station Maintenance	\$22,500	\$9,355	41.6%
Station Supplies/Replacements	\$3,750	\$2,373	63.3%
Street Signs & Markers	\$750	\$0	0.0%
Tools	\$1,000	\$0	0.0%
Training (Expendable Supplies)	\$9,000	\$1,915	21.3%
Uniforms	\$26,000	\$11,112	42.7%
<b>MATERIAL &amp; SUPPLY (Subtotal)</b>	<b>\$647,744</b>	<b>\$150,129</b>	<b>23.2%</b>
<b>OPERATING COST SUMMARY</b>			
Personnel	\$8,729,711	\$4,232,070	48.5%
Contractural	\$1,033,795	\$481,054	46.5%
Material & Supply	\$647,744	\$150,129	23.2%
Depreciation	\$663,540	\$331,770	50.0%
<b>TOTAL COSTS</b>	<b><u>\$11,074,790</u></b>	<b><u>\$5,195,022</u></b>	<b>46.9%</b>
<b>BEFORE CAPITAL OUTLAY</b>			

**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FISCAL YEAR 2010**  
 July 1, 2010 thru December 31, 2010

	<b>BUDGET EXPENDITURES FY11</b>	<b>ESTIMATED EXPENDITURES FY11</b>	<b>% OF BUDGET</b>
<b>CAPITAL and PLANNED PROJECTS</b>			
RSF3 - FBR Station	\$3,981,583	\$1,139,635	28.6%
Admin Building Purchase	\$2,388,147	\$347,096	14.5%
Microwave Wireless Network	\$153,000	\$0	0.0%
Command Replacement Vehicles	\$150,000	\$0	0.0%
<b>Total Capital &amp; Projects</b>	<b><u>\$6,672,730</u></b>	<b><u>\$1,486,730</u></b>	<b>22.3%</b>

# February 2011

February 2011							March 2011						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5			1	2	3	4	5
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28						27	28	29	30	31		

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jan 30 - Feb 5	<b>Jan 30</b>	<b>31</b>	<b>Feb 1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
			9:00am 11:00am CE - 12 lead / stroke (RSF 1 Teleconference)	9:00am 11:00am CE - 12 lead / stroke (RSF 1 Teleconference)  9:00am 10:00am Station tour (RSF 2) - Julie E. Taber	9:00am 11:00am CE - 12 lead / stroke (RSF 1 Teleconference)	Hose Testing	Hose Testing  9:00am 11:00am Calle Corte Debrief (RSF #1) - Michael J. Gibb  2:30pm 4:00pm ENC B-Shift Meeting (EN
Feb 6 - 12	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
		9:00am 1:00pm Background investigation with NCDJPA applicant (RSFFS1 - Board Roo		4:30pm 6:30pm Large Area Search (Farmer's Building CF 7:00pm 8:30pm Large Area Search (Farmers Building CFD)	9:00am ENC Pump Test Sta 2 (Sta 2 Test pit) - Training-Calendar 5:00pm 4:30pm 6:30pm Large Area Search (Farmers Building CFD) 7:00pm 9:00pm Large Area Search (Farmer'	4:30pm 6:30pm Large Area Search (Farmers Building CFD) 7:00pm 9:00pm Large Area Search (Farmer'	
Feb 13 - 19	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
		4:30pm 6:30pm Large Area Search (Farmer's Building CF 7:00pm 9:00pm Large Area Search (Farmer's Building CF	11:15am 12:15pm Pizza Party (Solana Santa F 4:30pm 6:30pm Large Area Search (Farmer' 7:00pm 9:00pm Large Area Search (Farmer'	4:30pm 6:30pm Large Area Search (Farmer's Building CF 7:00pm 9:00pm Large Area Search (Farmer's Building CF	8:00am 6:00pm EVOC Training (San Bernar 9:00am 12:00pm Hoselays (RSF 2) 1:30pm 4:30pm Hoselays (RSF 2)	9:00am 12:00pm Hoselays (RSF 2) 1:30pm 4:30pm Hoselays (RSF 2)	
Feb 20 - 26	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
			9:00am 12:00pm CE Homeless patients (RSF 1 Teleconference)	9:00am 12:00pm CE Homeless patients (RSF 1 Teleconference)	9:00am 12:00pm CE Homeless patients (RSF 1 Teleconference)	9:00am 12:00pm Hoselays (RSF 2) 1:30pm 4:30pm Hoselays (RSF 2)	
Feb 27 - Mar 5	<b>27</b>	<b>28</b>	<b>Mar 1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
		Copy: Oceanside Enginee					

Addie Firtel  
70 Saint Malo Beach  
Oceanside, California 92054

RSF Firefighters!

We can't thank you  
enough for your help on the  
house fire!

Addie Bobby Firtel

(Attic fire in RSF)

**from the desk of**  
**JEAN KELLOGG**

Dear Captain Mosby -

Thank you - all - for  
all you do!

Janet R Kellogg

1145 17th Street N.W., Washington, D.C. 20036-4688  
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**Dog of the World**  
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*A world of thanks*



2-19

To: Rancho Santa Fe Fire Station #1  
Engine Co. 2611 "C" Shift

Thank you all for your help  
with my husband on Feb 10, 2011.  
It is most appreciated!

Your thoughtfulness  
is greatly appreciated  
Sincerely,

Pam & Lou Len

---

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# STAFF REPORT

NO. 11-05

---

**TO:** BOARD OF DIRECTORS  
**FROM:** TONY MICHEL, FIRE CHIEF  
**SUBJECT:** CHANGE ORDER FOR INSTALLATION OF EMERGENCY  
EYE WASH STATION FOR FAIRBANKS FIRE STATION  
**DATE:** FEBRUARY 25, 2011

---



## RECOMMENDATION

Staff recommends the Board approve Change Order Request 920020 in the amount of \$1,637.56 for the installation of a pre-plumbed eyewash station at the new Fairbanks Ranch Fire Station.

## BACKGROUND

In response to recent fines imposed on other Districts by Cal-OSHA for violating regulation 1910.151(a), the Standard for Emergency Eyewash Stations, staff conducted an evaluation of all facilities and found that some District facilities were non-compliant with this standard.

The standard requires that employers provide OSHA approved eyewash stations (either plumbed or self-contained) to all work areas where there is a potential for the eyes of an employee to come into contact with a corrosive or toxic substance which may cause permanent tissue damage. Violations cited by OSHA for non-compliance of Standard 1910.151(a) can range from \$7,000.00 up to \$70,000.00.

Staff has researched the requirements for installing OSHA approved eyewash stations at all fire stations and will soon be retrofitting the existing plumbing fixtures at each fire station's decontamination area to accommodate the OSHA Standard.

## CURRENT SITUATION

The requirement for an eyewash station was not included in the specifications for the construction of the new Fairbanks Ranch Fire Station. In December 2010, staff requested that the general contractor for the project, Ledcor Construction, add a pre-plumbed eyewash station at the Fairbanks station decontamination area. On February 10, 2011, Ledcor submitted Change Order Request 920020 in the amount of \$1,637.56.

The cost of this change request is expected to be offset by a forthcoming credit generated by Change Order Request 920021 (approx. \$2,000.00) which calls for the removal of an ornamental dintel located on the north side of the building. The eventual net cost to the District for Change Order Request 920020 will be zero.



# QUOTATION FOR CHANGE ORDER

Ledcor Construction Inc.  
6405 Mira Mesa Boulevard, Suite 100  
San Diego, California  
92121, United States

Fairbanks Ranch Fire Protection District  
16936 El Fuego  
Rancho Santa Fe, California  
U.S.A.

Page:	1 of 2
Project:	Fairbanks Ranch Fire Station
Project #:	1034061
Change Req.:	920020
Requote #:	
Issue Date:	

### Description of Change Request:

ASI-#9 - Add Mergency Eyewash

Price Method:	Lump Sum
CCO#:	N/A
SI#:	N/A
RFI#:	N/A

We are pleased to submit our quotation to make the above referenced Contract Changes. If approved, please issue a formal change order accordingly.

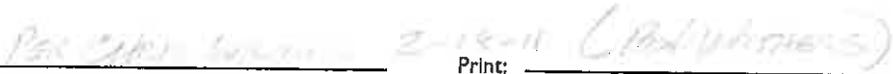
Change in Contract Amount:	<b>ADD</b>	<b>\$1,637.56</b>	<b>USD</b>
----------------------------	------------	-------------------	------------

This Quotation for Change covers only the costs directly associated with the proposed change in the work described above. At this time we do not see the contract being delayed. We reserve the right to assess the accumulative effect of this and other change orders on productivity, costs, and time at a later date, and to submit these costs and time extensions as they become known. This Quotation will be subject to review after 30 days from the Issue Date.

  
 \_\_\_\_\_  
 Ledcor Construction Inc.  
 Per: David R. Petty

2-7-11  
 \_\_\_\_\_  
 Date

Quotation For Change Order Approved By:

Sign:  Print: Paul Whithers Date: \_\_\_\_\_  
 Fairbanks Ranch Fire Protection District

**\* AT TIME OF REQUEST:**  
**THE COST OF THIS C.O.R. WILL BE OFFSET BY \$2,000.00**  
**SAVINGS FOR NORTH SIDE INTER REMOVAL FROM PIOUS.**

*APPROVED FOR REQUEST*



**QUOTATION FOR CHANGE ORDER**

Ledcor Construction Inc.  
 6405 Mira Mesa Boulevard, Suite 100  
 San Diego, California  
 92121, United States

**Fairbanks Ranch Fire Protection District**  
 16936 El Fuego  
 Rancho Santa Fe, California  
 U.S.A.

Page:	2 of 2
Project:	<b>Fairbanks Ranch Fire Station</b>
Project #:	<b>1034061</b>
Change Req.:	<b>920020</b>
Requote #:	
Issue Date:	

**QUOTATION BREAKDOWN**

**Cost Breakdown**

Description	Status	Project Number	Cost Code	Cost Type	Units	UOM	Unit Rate	Amount
Consortium Mech	P	1034061	920020	1960				1,532.00
							<b>TOTAL COST:</b>	<u><u>\$1,532.00</u></u>

**Quotation Summary & Markups**

Description	Status	Project Number	Cost Code	Cost Type	Amount
Subtotal	P	1034061	000012	1990	1,532.00
Fee	P	1034061	000012	1990	76.60
Insurance	P	1034061	000012	1990	16.09
Bond	P	1034061	000012	1990	12.87
<b>TOTAL QUOTATION AMOUNT:</b>					<u><u>\$1,637.56</u></u>

Required Days to Complete Work: 0  
 Extended Days Required to Contract: 0



5595 Magnatron Blvd. Suite H San Diego, CA 92111

2/1/2011

Contractor.....: Ledcor  
 Address.....: 6405 Mira Mesa Boulevard  
 City, State, Zip.....: San Diego, CA 92121

Attention.....: Dave Petty  
 Phone/Fax Number....:  
 Re.....: Fairbanks Ranch Fire Station

Subject.....: Proposed Change Order No: C10-010-001  
 Description.....: Added Eyewash in Wash Room 115

**ITEMIZED LIST OF EXPENSES:**

	<b>Total:</b>
<b>Materials:</b>	
Material, Fixtures and Equipment:.....	\$665
Sales Tax:..... 8.75% .....	\$58
Warranty:..... 5.00% .....	\$36
Total Material Cost:.....	<b>\$759</b>

	<b>Hours:</b>	<b>Cost per Hour:</b>	<b>Total:</b>
<b>Labor:</b>			
General Superintendent:.....	0.00	\$85.00	\$0
Foreman:.....	0.00	\$70.00	\$0
Journeyman:.....	9.45	\$57.13	\$540
Apprentice:.....	0.00	\$47.46	\$0
Laborer:.....	0.00	\$47.46	\$0
Equipment Operator:.....	0.00	\$0.00	\$0
Project Engineer:.....	0.00	\$45.00	\$0
Subtotal:.....			\$540
Difficulty Factor:..... 0% .....			\$0
Labor Burden:..... 5% .....			\$27
Total Labor:.....			<b>\$567</b>

	<b>Total:</b>
<b>Job Cost Expense:</b>	
Tool & Fabrication Equipment:.....	\$0
Expendable Tools:.....	\$0
Tool Rental:.....	\$0
Equipment Rental:.....	\$0
Mobilization:.....	\$0
Fees & Permits:.....	\$0
Restocking Fee..... 0% .....	\$0
Total Job Cost Expense:.....	<b>\$0</b>

Proposed Change Order No: C10-010-001

<b>Subcontractors:</b>	<b>Total:</b>
Fire protection:.....	\$0
Insulation:.....	\$0
Sterilization:.....	\$0
Controls:.....	\$0
Exc., Backfill & Comp.:.....	\$0
Rigging & Hoisting:.....	\$0
Concrete Cutting:.....	\$0
Misc. Service:.....	\$0
Total Subcontractor Cost:.....	\$0
<b>Summary:</b>	
Material Costs:.....	\$759
Labor Cost:.....	\$567
Job Expense Cost:.....	\$0
Subcontractor Cost:.....	\$0
Total Direct Cost:.....	\$1,326
General Overhead:..... 10% of Total Direct Cost.....	\$133
Total Gross Cost:.....	\$1,459
Profit:..... 5% of Total Gross Cost.....	\$73
Credits:.....	\$0
Subtotal:.....	\$1,532
Fuel Surcharge:..... 0% of Subtotal.....	\$0
<b>Total Increase or Decrease to Contract Value:.....</b>	<b>\$1,532</b>
Additional Days Required Beyond Schedule Due to This Change Order..	<u>1</u>

**Note:**

This quotation is based on performing work during normal business hours.  
We will be pleased to provide a revised quotation for premium labor if required.

Thank You,

James T. Kranz  
Consortium Mechanical Inc.



---

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# STAFF REPORT

NO. 11-06

---

**TO:** BOARD OF DIRECTORS  
**FROM:** TONY MICHEL, FIRE CHIEF  
**SUBJECT:** CHANGE ORDERS – UNDERGROUND FACILITIES  
FOR THE FAIRBANKS RANCH FIRE STATION PROJECT  
**DATE:** FEBRUARY 25, 2011

---



## RECOMMENDATION

Staff recommends the following construction change orders for the Fairbanks Ranch Fire Station Project:

- 1) Board ratify Change Order Request No. 920009 previously approved by the Fire Chief; and
- 2) Board approves Change Order Request No. 920021 for \$55,433.47 for the revised installation and alignment changes of the El Apajo roadway underground facilities.

## BACKGROUND

In early August 2010, Ledcor Construction notified the District that a section of the underground facilities, as referenced in the road improvement portion of the civil plans, were not consistent with the utility mark-outs that were delineated on the roadway by Utiliquest, a private mark-out company.

As standard practice, general contractors will routinely dig small pot-holes into the roadway to uncover and expose existing underground utilities to verify their locations and to ensure that they coincide with the civil drawings. While carrying out this process on the El Apajo roadway, Ledcor's plumbing subcontractor discovered that a large segment of the gas, water, cable and electrical utility lines were not located as shown in the civil drawings and utility mark-outs. Additional time, material and surveying costs were charged by subcontractor for work that was required in pinpointing the exact location of all underground utilities and for reconfiguring the installation portion of the roadway project. The subcontractor was given the authorization to proceed with this portion of the work on August 20, 2010 so that a revised road improvement plan (detailing the utility location changes) could be resubmitted to Department of Public Works "DPW" for approval.

In mid August 2010, when the Fairbanks Ranch Association well line was discovered on the fire station site, the plumbing contractor projected that additional underground utility work, including elevation and line extension changes, would be required due to the re-alignment of the well line within the public-right-of-way. This portion of the work includes increased costs associated with both the well-line realignment and the revised underground utility installation,

(approved by "DPW" on October 12, 2010) and would proceed once the change requests are approved by the District.

The project's architect, Jeff Katz, and civil engineer, Mike Shapouri, reviewed the requested changes submitted by Ledcor and recommended that the District approve the additional work related to the reconfiguration and installation of the El Apajo roadway underground facilities.

## **CURRENT SITUATION**

On February 10, 2011, Ledcor Construction submitted the following change requests that cover costs associated with the additional work associated with the reconfigured underground facilities from the OMWD and SFID water services on El Apajo to the public-right-of-way:

Change Order Request 920009 (Attachment 1) – Revises the scope of unknown underground utilities and reconfiguring the installation portion of the roadway project which was completed by the subcontractor on August 27, 2010 and approved by the Fire Chief on February 10, 2011. The cost of this added change to contract amount is \$2,534.00.

Change Order Request 920021 (Attachment 2) - Revised installation of underground facilities (OMWD and SFID) and for alignment change. The work associated with this change order request includes the following:

- 1) Additional excavation and pot holing for all water services, gas, and cable lines.
- 2) Realignment of OMWD water service.
- 3) Extending concrete thrust blocks below existing gas lines.
- 4) Installation of 6" fire service laterals below the existing utilities and 12" well line located in the public-right-of way.
- 5) Traffic control.
- 6) Excavation and installation of fire hydrant service line below existing utilities and 12" well line located in public-right-of-way.
- 7) Demolition of sidewalk and extension of blow-off per SFID revised specifications.
- 8) Backfill excavation from previous potholes per design changes.
- 9) Pothole for new tie-in location.
- 10) Road, gutter and sidewalk patch and repairs.

The cost of this added change to the contract amount is \$55,433.47.



### QUOTATION FOR CHANGE ORDER

Ledcor Construction Inc.  
6405 Mira Mesa Boulevard, Suite 100  
San Diego, California  
92121, United States

**Fairbanks Ranch Fire Protection District**  
16936 El Fuego  
Rancho Santa Fe, California  
U.S.A.

Page:	1 of 2
Project:	Fairbanks Ranch Fire Station
Project #:	1034061
Change Req.:	920009
Requote #:	
Issue Date:	

**Description of Change Request:**

ASI #5-Water Line Work Comp

Price Method:	Lump Sum
CCO#:	N/A
S#:	N/A
RFI#:	N/A

We are pleased to submit our quotation to make the above referenced Contract Changes. If approved, please Issue a formal change order accordingly.

Change In Contract Amount:	<b>ADD</b>	<b>\$14,696.25</b>	USD
----------------------------	------------	--------------------	-----

**Additional Information:**

Excludes Fairbanks Ranch water line and curb & gutter & sidewalk repair at S.F.I.D. blowoff location.

This Quotation for Change covers only the costs directly associated with the proposed change in the work described above. At this time we do not see the contract being delayed. We reserve the right to assess the accumulative effect of this and other change orders on productivity, costs, and time at a later date, and to submit these costs and time extensions as they become known. This Quotation will be subject to review after 30 days from the Issue Date.



3-10-11

Ledcor Construction Inc.  
Per: David R. Petty

Date

Quotation For Change Order Approved By:

Sign: \_\_\_\_\_  
Fairbanks Ranch Fire Protection District

Print: \_\_\_\_\_

Date: \_\_\_\_\_



**QUOTATION FOR CHANGE ORDER**

Ledcor Construction Inc.  
 6405 Mira Mesa Boulevard, Suite 100  
 San Diego, California  
 92121, United States

**Fairbanks Ranch Fire Protection District**  
 16936 El Fuego  
 Rancho Santa Fe, California  
 U.S.A.

Page:	2 of 2
Project:	<b>Fairbanks Ranch Fire Station</b>
Project #:	1034061
Change Req.:	920009
Requote #:	
Issue Date:	

**QUOTATION BREAKDOWN**

**Cost Breakdown**

Description	Status	Project Number	Cost Code	Cost Type	Units	UOM	Unit Rate	Amount
Don Hubbard Contracting	P	1034061	920009	1960				11,602.00
A/C Patch	P	1034061	920009	1950				.00
Coastal Land Solutions	P	1034061	920009	1960				1,522.00
							<b>TOTAL COST:</b>	<b>\$13,124.00</b>

**Quotation Summary & Markups**

Description	Status	Project Number	Cost Code	Cost Type	Amount	
Subtotal	P	1034061	000012	1990	13,124.00	
Fee	P	1034061	000012	1990	1,312.40	
Insurance	P	1034061	000012	1990	144.36	
Bond	P	1034061	000012	1990	115.49	
					<b>TOTAL QUOTATION AMOUNT:</b>	<b>\$14,696.25</b>

Required Days to Complete Work: 0  
 Extended Days Required to Contract: 0

OCT 26 2010  
LEDCOR



**COASTAL LAND SOLUTIONS**

573 Second Street  
Encinitas, CA 92024  
Ph (760) 230-6025  
Fax (760) 230-6026

October 26, 2010

Yvette Casaus  
Ledcor Construction  
6405 Mira Mesa Blvd., Suite 100  
San Diego, CA 92121

RE: Change Orders #1 through #9  
Fairbanks Ranch Fire Station (L-15554, CG 4750)  
APN 269-183-48

Yvette,

Below is a list of the extra work items that were requested and approved by Marc Ziemann, Superintendent as follows:

Change Order Number	Date	Description	Amount
1	8-13-10	Add. grid line staking	577.50
2	8-20-10	Topo. notches for water	577.50
3	8-25-10	Topo. notches for water	735.00
4	8-30-10	Add. gales \ staking for beams	682.50
5	8-30-10	Add. tops for ex. utilities	210.00
6	10-1-10	Shoring Monitoring (Trip #2)	420.00
7	10-7-10	Shoring Monitoring (Trip #3)	420.00
8	10-15-10	Shoring Monitoring (Trip #4)	420.00
9	10-22-10	Shoring Monitoring (Trip #5)	420.00

Please let me know if you should have any questions.

Sincerely,

*Sean Engert*

Sean Engert, L.S. 7989  
COASTAL LAND SOLUTIONS, INC.

*TOPO? EXPLAIN / JUSTIFY.  
WHERE ARE THE TOPO DUGS?  
ASIDE FROM IE'S WHAT  
WOULD THE CONTRACTOR  
WANT TOPO'S FOR?*

*DUE TO THE RESTRICTIONS CREATED  
BY THE EXISTING KNOWN UTILITIES  
AND THE UNKNOWN WELL LINE AND  
GAS MAIN, MARC Z HAD CLS  
PROVIDE TOPO'S TO HUBBARD SHAPOURI  
AND OLIVENHEIN IN ORDER TO RESOLVE FIELD CONFLICTS*

**Dave Petty**

**From:** Jason Hubbard [jasonphubbard@sbcglobal.net]  
**Sent:** Monday, February 07, 2011 10:37 AM  
**To:** Dave Petty  
**Cc:** Ken Taylor  
**Subject:** Change Order #12 (Utility street work) - revised  
**Attachments:** COR12\_XtraWrkRep\_2.xls

Dave - Talked to Bob this morning about cleaning up the change order a bit. Here is the revised change order. Please review. Breakdown is as follows:

1. Pothole for utilities not on the plan and for the OMWD tie-in in the wrong locations = \$11,602.59 (Contract work for excavation and backfilling of the OMWD connection point and Cox potholing deleted). Sheets 1 - 5.
2. OMWD water service:
  - a. Slight alignment change increases length of run = \$497.16. Sheet 6.
3. OMWD fire service:
  - a. Backfill previous pothole for possible design changes already performed on 8/25/10 and pothole new tie-in location = \$7,614.45. (Potholing for new connection point added)
  - b. Excavate and extend thrust block at tie-in if in conflict with 6" HP gas line = \$2,698.91 (to be determined in the field\*).
  - c. Install lateral below 3 utilities not on plans = \$13,292.67. (added material)
  - d. Backfill new connection point = \$3,101.67 (new add due to changed location)
 Total cost = \$25,911.91. Sheet 7-10.
4. SFID fire hydrant:
  - a. Pothole utilities not on plans = \$3,541.43 (reduced by deleting Cox potholing)
  - b. Install lateral below 3 utilities not on plans = \$9,694.61 (added material)
  - c. Pothole for new blow-off location = \$2,774.38 (added material)
  - d. Install blow-off additional 40' = \$6,333.05
  - f. R&R sidewalk and curb & gutter = (all work by others)
 Total cost = \$22,343.48. Sheet 11-14.

The attached file contains a detailed breakdown of labor, equipment, and material. All added costs includes traffic control on El Apajo, shoring, dewatering, asphalt disposal, and temporary cold mix backfill. Additional paving, curb & gutter, sidewalk, re-landscaping/irrigation, and striping by others. If something needs to be added or removed from this scope, please let me know.

Please advise so that I may schedule the work with OMWD and SFID

Jason P. Hubbard, P.E.  
 Don Hubbard Contracting Co.  
 760-736-3241





# CHARGE ORDER REQUEST #12 TIME & MATERIAL WORKSHEET

Job Name: Fairbanks Ranch Fire Station

Date Work Performed: 8/24/10

Work Performed by Don Hubbard Contracting Co.

DHCC Job No. 2040

Description of Work: Set up traffic control and pothole OMWD line for new design connection point.

Equip No.		Equipment			Labor		Hourly Rate	Extended Amount	
		Class	Code	Unit Price	Hours	Extended Amounts			REG.
	2	Pick-up & Tools		\$6.00	4	\$48.00	REG. 4	\$54.72	\$218.88
		CASE 590L Backhoe		\$35.00	4	\$140.00	O.T.		
		Pete Dump Truck		\$30.00	1	\$30.00	REG. 4	\$44.04	\$176.16
		Wacker		\$25.00	1	\$25.00	O.T.		
		2" Trash Pump		\$25.00	1	\$25.00	REG. 4	\$58.85	\$235.40
							O.T.		
	30	Traffic Cones		\$0.15	1	\$4.50	REG.		
	16	Traffic Signs		\$0.50	1	\$8.00	O.T.		
	3	Trench Plate		\$5.25	1	\$15.75	REG.		
	3	Shoring Jacks (22"-36")		\$5.00	1	\$15.00	O.T.		
	4	Shoring Plywood		\$2.50	1	\$10.00	REG.		
							O.T.		
Total Cost of Equipment					\$321.25				\$806.60
		Material							
Vendor: CCA		Description	Invoice No:	Unit Cost	Extended Amount	Labor Surcharge 33.40 %			
0.5 Cold Mix			Date:	\$115.00	\$57.50	Total Cost of Labor		\$1,076.00	
Vendor: Moody's			Invoice No:		\$90.00	Total Cost of Equipment		\$321.25	
0.5 Disposal Load			Date:	\$180.00	\$90.00	Total Cost of Material		\$160.41	
Total Cost of Material		TAX \$0.0875			\$12.91	Markup 15.0 %		Subtotal \$1,557.66	
					\$160.41	Total		\$1,791.31	

Owner's Representative: Ledcor San Diego Construction Group



# CHARGE ORDER REQUEST #12 TIME & MATERIAL RENTAL WORKSHEET

Job Name: Fairbanks Ranch Fire Station

Date Work Performed: 8/27/10 - 1/31/11

DHCC Job No. 2040

Work Performed by Don Hubbard Contracting Co.

Description of Work: Continued rental on traffic plates / shoring for OMWD work

Equip No.	Equipment			Unit Price	Month	Extended Amounts	Labor		Hours	Hourly Rate	Extended Amount
	Class	Make	Model				Name:	Craft:			
							Name:		REG.		
							Craft:		O.T.		
							Name:		REG.		
							Craft:		O.T.		
							Name:		REG.		
							Craft:		O.T.		
							Name:		REG.		
							Craft:		O.T.		
							Name:		REG.		
							Craft:		O.T.		
							Name:		REG.		
							Craft:		O.T.		
							Name:		REG.		
							Craft:		O.T.		
							Name:		REG.		
							Craft:		O.T.		
							Name:		REG.		
							Craft:		O.T.		
Total Cost of Equipment						\$2,025.00					\$0.00
Material											
Vendor:		Invoice No:		Unit Cost		Extended Amount		Labor Surcharge		%	
								33.40			
Vendor:		Date:		Total Cost of Labor				Total Cost of Equipment			
								\$2,025.00			
Vendor:		Invoice No:		Total Cost of Material				Total Cost of Material			
								\$0.00			
Vendor:		Date:		Markup				15.0			
								%			
Total Cost of Material		TAX						Subtotal			
		\$0.0875						\$2,025.00			
								Total			
								\$303.75			
								\$2,328.75			

Owner's Representative: Ledcor San Diego Construction Group

Total cost for potholing already performed \$11,602.59



# QUOTATION FOR CHANGE ORDER

Ledcor Construction Inc.  
6405 Mira Mesa Boulevard, Suite 100  
San Diego, California  
92121, United States

**Fairbanks Ranch Fire Protection District**  
16936 El Fuego  
Rancho Santa Fe, California  
U.S.A.

Page:	1 of 2
Project:	<b>Fairbanks Ranch Fire Station</b>
Project #:	1034061
Change Req.:	920021
Requote #:	
Issue Date:	

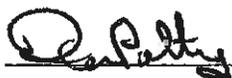
**Description of Change Request:**  
ASI #5 - Work To Be Completed

Price Method:	Lump Sum
CCO#:	N/A
SI#:	N/A
RF#:	N/A

We are pleased to submit our quotation to make the above referenced Contract Changes. If approved, please Issue a formal change order accordingly.

Change in Contract Amount:	<b>ADD</b>	<b>\$55,433.47</b>	USD
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This Quotation for Change covers only the costs directly associated with the proposed change in the work described above. At this time we do not see the contract being delayed. We reserve the right to assess the accumulative effect of this and other change orders on productivity, costs, and time at a later date, and to submit these costs and time extensions as they become known. This Quotation will be subject to review after 30 days from the Issue Date.

  
\_\_\_\_\_  
Ledcor Construction Inc.  
Per: David R. Petty

2-18-11  
\_\_\_\_\_  
Date

Quotation For Change Order Approved By:

Sign: \_\_\_\_\_  
Fairbanks Ranch Fire Protection District

Print: \_\_\_\_\_

Date: \_\_\_\_\_



## QUOTATION FOR CHANGE ORDER

Ledcor Construction Inc.  
 6405 Mira Mesa Boulevard, Suite 100  
 San Diego, California  
 92121, United States

**Fairbanks Ranch Fire Protection District**  
 16936 El Fuego  
 Rancho Santa Fe, California  
 U.S.A.

Page:	2 of 2
Project:	<b>Fairbanks Ranch Fire Station</b>
Project #:	<b>1034061</b>
Change Req.:	<b>920021</b>
Requote #:	
Issue Date:	

### QUOTATION BREAKDOWN

#### Cost Breakdown

Description	Status	Project Number	Cost Code	Cost Type	Units	UOM	Unit Rate	Amount
Don Hubbard Contracting	P	1034061	920021	1960				48,753.00
A/C Patch	P	1034061	920021	1950				750.00
<b>TOTAL COST:</b>								<b>\$49,503.00</b>

#### Quotation Summary & Markups

Description	Status	Project Number	Cost Code	Cost Type	Amount
Subtotal	P	1034061	000012	1990	49,503.00
Fee	P	1034061	000012	1990	4,950.30
Insurance	P	1034061	000012	1990	544.53
Bond	P	1034061	000012	1990	435.64
<b>TOTAL QUOTATION AMOUNT:</b>					<b>\$55,433.47</b>

Required Days to Complete Work: 0  
 Extended Days Required to Contract: 0

# CHA 3E ORDER REQUEST #12 WORKSHEET

Job Name: Fairbanks Ranch Fire Station  
 Date Work Performed: TBD

Work Performed by Don Hubbard Contracting Co.  
 DHCC Job No. 2040

Description of Work: OMWD water service - additional work for alignment change(1hr).

Equip No.	Equipment			Hours	Extended Amounts	Labor		Hours	Hourly Rate	Extended Amount
	Class	Make	Model			Name	Craft			
2	Pick-up & Tools			1	\$12.00	Ernie Quintanar		REG. 1	\$54.72	\$54.72
	CASE 590L Backhoe			1	\$35.00	Mike Moran		REG. 1	\$44.04	\$44.04
	Pete Dump Truck			1	\$30.00	Nick Ventura		REG. 1	\$44.04	\$44.04
	Compressor			0.5	\$12.50	Pipelaye		O.T.		
						Josh Holbrook		REG. 1	\$58.85	\$58.85
						Operator		O.T.		
30	Traffic Cones			0.1	\$0.45			REG.		
16	Traffic Signs			0.1	\$0.80			O.T.		
3	Trench Plate			0.1	\$1.58			REG.		
2	Shoring Jacks (22" x 36")			0.1	\$1.00			O.T.		
Total Cost of Equipment					\$93.33					
Material										
Vendor: CCA	Description	Invoice No:	Unit Cost	Extended Amount						
0.1	Cold Mix	Date:	\$115.00	\$11.50						
Vendor: Pacific Pipe		Invoice No:								
3	1.5" Copper	Date:	\$13.56	\$40.68						
Vendor: Hanson		Invoice No:								
0.6	SE30 Sand	Date:	\$13.75	\$8.25						
0.3	CL2 Base	Date:	\$13.09	\$3.93						
Total Cost of Material				\$69.99						
				TAX	\$0.0875					
					\$5.63					
					\$69.99					
										\$201.65
										Labor Surcharge 33.40 %
										\$67.35
										Total Cost of Labor
										\$269.00
										Total Cost of Equipment
										\$93.33
										Total Cost of Material
										\$69.99
										Markup 15.0 %
										\$432.31
										Subtotal
										\$64.85
										Total
										\$497.16

Total cost for changes to OMWD water service **\$497.16**



# CH/ SE ORDER REQUEST #12 WORKSHEET

Job Name: Fairbanks Ranch Fire Station

Date Work Performed: IBD

Work Performed by Don Hubbard Contracting Co.

DHCC Job No. 2040

Description of Work: OMWD Fire Service - excavate and extend concrete thrust block below gas main if required (6hrs).

Equip No.	Code			Unit Price	Hours	Extended Amounts	Equipment		Hours	Hourly Rate	Extended Amount	
	Class	Make	Model				Attach	Labor				
	2	Pick-up & Tools		\$6.00	6	\$72.00		Name: Ernie Quintanar Craft: Foreman	REG. 6 O.T.	\$54.72	\$328.32	
		CASE 590L Backhoe		\$35.00	6	\$210.00		Name: Mike Moran Craft: Pipelayer	REG. 6 O.T.	\$44.04	\$264.24	
		Pete Dump Truck		\$30.00	6	\$180.00		Name: Nick Ventura Craft: Pipelayer	REG. 6 O.T.	\$44.04	\$264.24	
		Compressor		\$25.00	3	\$75.00		Name: Josh Holbrook Craft: Operator	REG. 6 O.T.	\$58.85	\$353.10	
								Name: Craft:	REG. O.T.			
	30	Traffic Cones		\$0.15	1	\$4.50		Name: Craft:	REG. O.T.			
	16	Traffic Signs		\$0.50	1	\$8.00		Name: Craft:	REG. O.T.			
	1	Trench Plate		\$5.25	1	\$5.25		Name: Craft:	REG. O.T.			
	3	Shoring Jacks (34"-55")		\$5.00	1	\$15.00		Name: Craft:	REG. O.T.			
<b>Total Cost of Equipment</b>						<b>\$569.75</b>						
<b>Material</b>												
Vendor: Marcon						Description		Unit Cost		Extended Amount		
1 6-Sack Concrete						Invoice No:		\$150.00		\$150.00		
						Date:						
<b>Total Cost of Material</b>								TAX		\$13.13		
										\$163.13		
										Labor Surcharge 33.40 %		\$404.11
										Total Cost of Labor		\$1,614.01
										Total Cost of Equipment		\$569.75
										Total Cost of Material		\$163.13
										Markup 15.0 %		\$2,346.88
										Subtotal		\$352.03
										Total		\$2,698.91

# CHA 3E ORDER REQUEST #12 WORKSHEET

Job Name: Fairbanks Ranch Fire Station

Date Work Performed: TBD

Work Performed by Don Hubbard Contracting Co.

DHCC Job No. 2040

Description of Work: OMWD Fire Service - excavate and install 6" lateral below existing Cox line, new 12" PVC well line, and existing 12" AC well line (24hrs)

Equip No.	Code			Unit Price	Hours	Extended Amounts	Labor		Hourly Rate	Extended Amount
	Class	Make	Model				Attach	Name: Ernie Quintanar Craft: Foreman		
	2	Pick-up & Tools		\$6.00	24	\$288.00	Name: Mike Moran Craft: Pipelayer	REG: 24 O.T.	\$44.04	\$1,056.96
		CASE 590L Backhoe		\$35.00	24	\$840.00	Name: Nick Ventura Craft: Pipelayer	REG: 24 O.T.	\$44.04	\$1,056.96
		CASE 930 Loader		\$30.00	8	\$240.00	Name: Josh Holbrook Craft: Operator	REG: 24 O.T.	\$58.85	\$1,412.40
		Pete Dump Truck		\$30.00	24	\$720.00	Name: James Hubbard Craft: Operator	REG: 8 O.T.	\$58.85	\$470.80
		Compressor		\$25.00	10	\$250.00	Name: [Blank] Craft: [Blank]	REG: [Blank] O.T. [Blank]		
		Wacker		\$25.00	4	\$100.00				
		2" Trash Pump		\$25.00	24	\$600.00				
		2" Sub Pump & Generator		\$25.00	24	\$600.00				
	30	Traffic Cones		\$0.15	1	\$4.50				
	16	Traffic Signs		\$0.50	1	\$8.00				
	4	Trench Plate		\$5.25	3	\$63.00				
	6	Shoring Jacks (34"-55")		\$5.00	3	\$90.00				
	2	Shoring Jacks (79"-96")		\$8.00	2	\$32.00				
	4	Shoring Plywood		\$2.50	3	\$30.00				
<b>Total Cost of Equipment</b>						<b>\$3,865.50</b>				<b>\$5,310.40</b>
							Labor Surcharge		33.40 %	\$1,773.67
							Total Cost of Labor			\$7,084.07
							Total Cost of Equipment			\$3,865.50
							Total Cost of Material			\$609.27
							Markup		15.0 %	\$11,558.85
							Total			\$1,733.83
							Total			\$13,292.67

Material		Unit Cost	Extended Amount
Vendor: Pacific Pipe	Invoice No:		
3 6" HD couplings	Date:	\$27.88	\$83.64
Vendor: CCA	Invoice No:		
0.25 Cold Mix	Date:	\$115.00	\$28.75
Vendor: Hanson	Invoice No:		
14 SE30 Sand	Date:	\$13.75	\$192.50
12 3/4" Rock	Date:	\$20.75	\$249.00
Vendor: Pacific Pipe	Invoice No:		
200 Geogrid Fabric	Date:	\$0.45	\$90.00
<b>Total Cost of Material</b>			<b>\$609.27</b>
		TAX	\$0.0875
			\$49.02
			<b>\$609.27</b>

# CHA 3E ORDER REQUEST #12 TIME & MATERIAL WORKSHEET

Job Name: Fairbanks Ranch Fire Station

Date Work Performed: TBD

Work Performed by Don Hubbard Contracting Co.

DHCC Job No. 2040

Description of Work: Set up traffic control and backfill new OMWD tie-in location

Equip No.	Equipment			Unit Price	Hours	Extended Amounts	Labor	Hours	Hourly Rate	Extended Amount
	Class	Make	Model							
2	Pick-up & Tools			\$6.00	4	\$48.00	Name: Ernie Quintanar Craft: Foreman	REG. 4 O.T.	\$54.72	\$218.88
	CASE 590L Backhoe			\$35.00	4	\$140.00	Name: Mike Moran Craft: Pipelayer	REG. 4 O.T.	\$44.04	\$176.16
	Pete Dump Truck			\$30.00	4	\$120.00	Name: Nick Ventura Craft: Pipelayer	REG. 4 O.T.	\$44.04	\$176.16
	Compressor			\$25.00	2	\$50.00	Name: Josh Holbrook Craft: Operator	REG. 4 O.T.	\$68.85	\$235.40
	2" Trash Pump			\$25.00	0.5	\$12.50	Name: Josh Holbrook Craft: Operator	REG. 4 O.T.	\$68.85	\$235.40
	Wacker			\$25.00	2.5	\$62.50	Name: Josh Holbrook Craft: Operator	REG. 4 O.T.	\$68.85	\$235.40
30	Traffic Cones			\$0.15	1	\$4.50	Name: Josh Holbrook Craft: Operator	REG. 4 O.T.	\$68.85	\$235.40
16	Traffic Signs			\$0.50	1	\$8.00	Name: Josh Holbrook Craft: Operator	REG. 4 O.T.	\$68.85	\$235.40
4	Trench Plate			\$5.25	1	\$21.00	Name: Josh Holbrook Craft: Operator	REG. 4 O.T.	\$68.85	\$235.40
5	Shoring Jacks (34"-55")			\$5.00	1	\$25.00	Name: Josh Holbrook Craft: Operator	REG. 4 O.T.	\$68.85	\$235.40
2	Shoring Jacks (22"-36")			\$5.00	1	\$10.00	Name: Josh Holbrook Craft: Operator	REG. 4 O.T.	\$68.85	\$235.40
4	Shoring Plywood			\$2.50	1	\$10.00	Name: Josh Holbrook Craft: Operator	REG. 4 O.T.	\$68.85	\$235.40
<b>Total Cost of Equipment</b>						<b>\$511.50</b>				<b>\$806.60</b>
<b>Material</b>										
Vendor:	CCA	Description	Invoice No:	Date:	Unit Cost	Extended Amount				
2	Cold Mix				\$115.00	\$230.00				
Vendor:	Wyroc	Description	Invoice No:	Date:	Unit Cost	Extended Amount				
4	CR30 Sand				\$13.75	\$55.00				
16	Import Fill				\$5.50	\$99.00				
Vendor:		Description	Invoice No:	Date:	Unit Cost	Extended Amount				
		TAX			\$0.0875	\$33.50				
<b>Total Cost of Material</b>						<b>\$417.60</b>				
							Labor Surcharge	33.40	%	\$269.40
							Total Cost of Labor			\$1,076.00
							Total Cost of Equipment			\$511.50
							Total Cost of Material			\$417.60
							Markup	15.0	%	\$2,005.10
							Subtotal			\$300.77
							Total			\$2,305.87

Owner's Representative: Ledcor San Diego Construction Group

Total cost for changes to OMWD fire service \$25,911.91

# CHA 3E ORDER REQUEST #12 WORKSHEET

Job Name: Fairbanks Ranch Fire Station

Date Work Performed: IBD

Work Performed by Don Hubbard Contracting Co.

DHCC Job No. 2040

Description of Work: SFID Fire Hydrant - pothole 6" HP gas not on plans (8 hrs).

Equip No.	Equipment			Unit Price	Hours	Extended Amounts	Labor	Hours	Hourly Rate	Extended Amount
	Class	Make	Model							
	2	Pick-up & Tools		\$6.00	8	\$96.00	Name: Ernie Quintanar Craft: Foreman	REG. 8 O.T.	\$54.72	\$437.76
		CASE 590L Backhoe		\$35.00	8	\$280.00	Name: Mike Moran Craft: Pipelayer	REG. 8 O.T.	\$44.04	\$352.32
		CASE 930 Loader		\$30.00	1	\$30.00	Name: Nick Ventura Craft: Pipelayer	REG. 8 O.T.	\$44.04	\$352.32
		Pete Dump Truck		\$30.00	8	\$240.00	Name: Josh Holbrook Craft: Operator	REG. 8 O.T.	\$58.85	\$470.80
		Compressor		\$25.00	2	\$50.00	Name: James Hubbard Craft: Operator	REG. 1 O.T.	\$58.85	\$58.85
		2" Trash Pump		\$25.00	0.25	\$6.25				
	30	Traffic Cones		\$0.15	1	\$4.50				
	16	Traffic Signs		\$0.50	1	\$8.00				
	2	Trench Plate		\$5.25	1	\$10.50				
	3	Shoring Jacks (34"-55")		\$5.00	1	\$15.00				
	2	Shoring Jacks (22"-36")		\$5.00	1	\$10.00				
	2	Shoring Plywood		\$2.50	0.5	\$2.50				
<b>Total Cost of Equipment</b>						<b>\$752.75</b>				<b>\$1,672.05</b>
<b>Material</b>										
Vendor: CCA	Description	Invoice No:	Unit Cost	Extended Amount						
0.3 Cold Mix		Date:	\$115.00	\$34.50						
Vendor: Moody's		Invoice No:								
0.3 Disposal Load		Date:	\$180.00	\$54.00						
<b>Total Cost of Material</b>				<b>\$96.24</b>						
				TAX	\$0.0875	\$7.74				
				<b>Total</b>	<b>\$3,541.43</b>					
				Labor Surcharge	33.40	%				
				Total Cost of Labor						
				Total Cost of Equipment						
				Total Cost of Material						
				Markup	15.0	%				
				Subtotal						
				Total						



# CHA GE ORDER REQUEST #12 WORKSHEET

Job Name: Fairbanks Ranch Fire Station

Date Work Performed: IBD

Work Performed by Don Hubbard Contracting Co.

DHCC Job No. 2040

Description of Work: SFID Fire Hydrant - demo sidewalk & pothole dry utilities for new blow-off location (6hrs).

Equip No.		Equipment			Labor		Hours	Hourly Rate	Extended Amount	
		Code	Make	Model	Attach	Name: Emie Quintanar				Craft: Foreman
	2		Pick-up & Tools			\$6.00	6	\$72.00	\$54.72	\$328.32
			CASE 590L Backhoe			\$35.00	6	\$210.00		\$264.24
			Pete Dump Truck			\$30.00	6	\$180.00		\$264.24
			Compressor			\$25.00	4	\$100.00		\$264.24
										\$353.10
	30		Traffic Cones			\$0.15	3	\$13.50		
	16		Traffic Signs			\$0.50	3	\$24.00		
	2		Shoring Jacks (22"-36")			\$5.00	2	\$20.00		
	2		Shoring Plywood			\$2.50	1	\$5.00		
<b>Total Cost of Equipment</b>								<b>\$624.50</b>		
<b>Material</b>										
Vendor: CCA	Description		Invoice No:	Unit Cost	Extended Amount					
1 Cold Mix			Date:	\$115.00	\$115.00					
Vendor: Moody's			Invoice No:							
0.25 Disposal Load			Date:	\$180.00	\$45.00					
<b>Total Cost of Material</b>										
					TAX	\$0.0875	\$14.00			
							\$174.00			
<b>Labor Summary</b>										
		Labor Surcharge		33.40	%			\$404.11		
		Total Cost of Labor						\$1,514.01		
		Total Cost of Equipment						\$624.50		
		Total Cost of Material						\$174.00		
		Markup		15.0	%			\$2,412.51		
		Subtotal						\$361.88		
		Total						\$2,774.38		

# CHANGE ORDER REQUEST #12 WORKSHEET

Job Name: Fairbanks Ranch Fire Station

Date Work Performed: TBD

Work Performed by Don Hubbard Contracting Co.

DHCC Job No. 2040

Description of Work: SFID Fire Hydrant - sawcut asphalt, dig & extend blow-off to new location (10hrs). All sidewalk, curb & gutter, and street patch by others.

Equip No.	Code			Unit Price	Hours	Extended Amounts	Labor		Hourly Rate	Extended Amount
	Class	Make	Model				Attach	Name		
	2	Pick-up & Tools		\$6.00	10	\$120.00	Name: Ernie Quintanar	REG. 10	\$54.72	\$547.20
		CASE 590L Backhoe		\$35.00	10	\$350.00	Craft: Foreman	O.T.		
		Pete Dump Truck		\$30.00	10	\$300.00	Name: Mike Moran	REG. 10	\$44.04	\$440.40
		Compressor		\$25.00	2	\$50.00	Craft: Pipelayer	O.T.		
		Wacker		\$25.00	2	\$50.00	Name: Nick Ventura	REG. 10	\$44.04	\$440.40
		Concrete Saw		\$45.00	1	\$45.00	Craft: Pipelayer	O.T.		
	30	Traffic Cones		\$0.15	1	\$4.50	Name: Josh Holbrook	REG. 10	\$58.85	\$588.50
	16	Traffic Signs		\$0.50	1	\$8.00	Craft: Operator	REG. 1	\$58.85	\$58.85
	1	Trench Plate		\$5.25	1	\$5.25	Name:	REG.		
	2	Shoring Jacks (22"-36")		\$5.00	1	\$10.00	Craft:	O.T.		
	2	Shoring Plywood		\$2.50	1	\$5.00	Name:	REG.		
Total Cost of Equipment						\$947.75				\$2,075.35

Material		Description	Unit Cost	Extended Amount
Vendor: CCA	Invoice No:			
1.5 Cold Mix	Date:		\$115.00	\$172.50
Vendor: Pacific Pipe	Invoice No:			
40 2" Copper	Date:		\$21.06	\$842.40
40 Detectable Tape & Tracer Wire			\$0.55	\$22.00
1 2" Compression Coupling & 45-deg bend			\$155.22	\$155.22
1 2" Meter Box & Lid			\$254.53	\$254.53
Vendor: Hanson	Invoice No:			
8 SE30 Sand	Date:		\$13.75	\$110.00
Vendor: Moody's	Invoice No:			
0.5 Disposal Load	Date:		\$180.00	\$90.00
Total Cost of Material				\$1,790.73

Material		Description	Unit Cost	Extended Amount
Labor Surcharge		33.40 %		\$693.17
Total Cost of Labor				\$2,768.52
Total Cost of Equipment				\$947.75
Total Cost of Material				\$1,790.73
Markup	15.0 %			\$5,507.00
Subtotal				\$826.05
Total				\$6,333.05

Total cost for changes to SFID fire hydrant: **\$22,343.48**

Total cost of Change Order: **\$60,355.14**





## LETTER OF INTENT

This is a counter offer to the Letter of Intent ("LOI") dated as of January 18, 2011, presented by the Rancho Santa Fe Association (the "Association") to the Rancho Santa Fe Fire Protection District (the "District") in accordance with the following matters:

1. The District is the owner of 16936 El Fuego, Rancho Santa Fe, CA 92067, which is improved with a two-story building (the "Building").
2. This LOI constitutes the Association's expression of interest to lease a portion of the Building from the District under a lease (the "Lease").
3. Lease Term: 10 years with two (2) ten-year renewal options.
4. Premises to be Leased: All of the lower level of the Admin Building, also commonly known as the ground floor excluding certain designated areas in the approximate size of 2,700 square feet (the "Premises").
5. Commencement Date of Lease: On or about May 1, 2011 the District's will deliver the Premises to the Association, (the "Commencement Date"). The rent shall commence on June 1, 2011 (the "Rent Commencement Date")
6. Rent; Annual Rent Increase: The rent shall be \$2.40 per square foot (the "Rent"). In addition, the Association shall pay all utility costs for the Premises as well as the costs to maintain the Premises and any real property taxes attributable to the Premises. Subject to the foregoing, the Lease shall be a gross "full service" lease. Rent shall be adjusted upward to the fair market rental value of the Premises at the 5<sup>th</sup> anniversary of the Commencement Date. In addition on each anniversary of the Commencement Date (except the 5<sup>th</sup>) the Rent will increase by 3%.
7. Rent during Option: Rent shall be adjusted <sup>upward</sup> to the fair market rental value of the Premises at the commencement of each option term and adjusted <sup>upward</sup> to fair market value on the 5<sup>th</sup> anniversary of each option term. In addition on each anniversary of the Commencement Date (except the 5<sup>th</sup>) of each option term the Rent will increase by 3%.
8. Permitted Use: Administrative office of the Rancho Santa Fe Patrol and Rancho Santa Fe Association's related uses.
9. Access: The Association shall have the right to access the Building and the Premises seven days per week, 24 hours per day.
10. Tenant Improvements; Rent Abatement: The Association will accept the Premises "as is". Any modifications or improvements shall be subject to District approval.
11. Parking: The Association currently has or will have a parking agreement with Rancho Santa Fe School District and as such will not require any parking from the District. The District currently has a parking agreement with the Rancho Santa Fe School District for use of certain parking spaces which will not be impacted by the Association's agreement.
12. Signage: The Association shall have the right to a pro rata share of Building signage in a mutually acceptable location. All such signage shall be subject to the parties' mutual reasonable approval and shall be constructed by the Association at its sole cost.
13. Janitorial Service: the Association shall provide janitorial services to the Premises consistent with the level of comparable buildings in the Rancho Santa Fe areas.

14. Form of the Lease: To be determined by the parties.

This LOI is not a contract, and the parties are not bound by it. Efforts by either party to undertake or complete due diligence or future negotiate the Lease, or any other partial performance, shall not be considered as evidence of intent by either party to be bound by this LOI or the Lease. Either party may cease negotiations at any time, with or with cause. Notwithstanding anything in this LOI to the contrary, a binding agreement will not exist unless and until the parties execute a form written Lease.

Executed at Rancho Santa Fe as of the date first set forth above.

Rancho Santa Fe Association, a California  
Nonprofit Corporation

By: 

Name: Thomas P Long

Title: president

**REVIEWED AND APPROVED:**

Rancho Santa Fe Fire Protection District  
A public entity

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

## RESOLUTION No. 2011-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT TO PARTICIPATE IN THE SAN DIEGO COUNTY FIRE MITIGATION FEE PROGRAM

**WHEREAS**, the Rancho Santa Fe Fire Protection District is anticipating that new development will occur within the district which will cause the need for the expansion of existing fire protection facilities; and

**WHEREAS**, the Rancho Santa Fe Fire Protection District is currently participating in the San Diego County's Fire Mitigation Program; and

**WHEREAS**, the County of San Diego is empowered to collect mitigation fees from applicants for new development for the purpose of the expansion of fire protection and firefighting facilities and equipment; and

**WHEREAS**, the County of San Diego has established fee ceilings for types of construction by Chapter 3 of Division 10 of Title 8 (commencing with § 810.301) of the San Diego County Code; and

**WHEREAS**, the County of San Diego has amended Chapter 3, Division 10 of Title 8 of the San Diego County Code of Regulatory Ordinances relating to fire mitigation fees; and

**WHEREAS**, the Rancho Santa Fe Fire Protection District intend hereby to comply with said amendments to continue to participate in the fire mitigation fee program.

### IT IS HEREBY FOUND THAT:

- (1) The Rancho Santa Fe Fire Protection District does not have existing facilities which could be used to provide an adequate level of service to new development within the district's boundaries; and
- (2) The Rancho Santa Fe Fire Protection District does not have sufficient funds available to construct additional facilities from fund balances, capital facility funds, property tax sources, or any other appropriate sources; and
- (3) The lack of fire protection facilities and equipment to serve new development would create a situation perilous to the public health and safety if fire mitigation fees are not levied within the district; and
- (4) The annexation fees and plan check fees charged by the Rancho Santa Fe Fire Protection District do not include a payment toward the costs of capital facility and equipment expansion as a component of the fee.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

- (1) The Rancho Santa Fe Fire Protection District requests the County to collect 100% of the ceiling amount of the fire mitigation fee on the district's behalf from applicants for building permits. This percentage of the ceiling fee is equal to or less than the capital facility expansion needs caused by new development.
- (2) The fee amounts do not exceed the ceiling for fire mitigation fees established by the San Diego County Board of Supervisors.
- (3) Mitigation fees paid under this program will be used to expand the availability of capital facilities and equipment to serve new development.
- (4) The district shall place all funds received by the County under this program, and all interest subsequently accrued by the district on these funds, in a separate budget accounting category to be known as the "San Diego County Fire Mitigation Fee."
- (5) The district shall expend funds from said "San Diego County Fire Mitigation Fee" budget accounting category only for the purposes of providing capital facilities and equipment to serve new development.
- (6) The district shall submit a Fire Mitigation Fee Annual Report, not later than August 29 of each year, to the Director of the Office of Disaster Preparedness specifying the amount of funds collected and the expenditures by category. In addition, the report shall specify the actions the district plans to take to alleviate the facility and equipment needs caused by new development in a Multi-Year Facilities and Equipment Plan adopted at a noticed public hearing. The district shall make available, upon request by the Director, a copy of its annual audit report.
- (7) The district shall make its records available to the public on request, which justify the basis for the fee amount.
- (8) The district shall hold San Diego County harmless for any errors made by the County in collecting and/or transmitting these fees to the district.
- (9) The district agrees to a review of revenues and expenditures collected and dispensed pursuant to this resolution each fiscal year by a committee established by the County Board of Supervisors.
- (10) The district shall make findings, with respect to any portion of the fee remaining unexpended or uncommitted in its account five or more years after deposit of the fee, to identify the purpose to which the fee is to be put and to demonstrate a reasonable relationship between the fee and the purpose for which it was charged. The agency shall refund to the then current record owner or owners of the development project or

projects on a prorated basis the unexpended or uncommitted portion of the fee, and any interest accrued thereon, for which need cannot be demonstrated.

(11) By April 16 of each year following the year of original adoption of this District's resolution, the Rancho Santa Fe Fire Protection District shall submit a copy of a new resolution adopted by the Board of Directors making the required findings and setting the percentage of the fire mitigation ceiling requested by the District.

(12) All fees collected pursuant to the San Diego County Fire Mitigation Fee Ordinance shall be used by the District for providing for capital facilities and equipment.

(13) "Facilities and Equipment" means any long-term capital facilities and equipment used by the Rancho Santa Fe Fire Protection District for suppression or emergency medical services, including station construction, station expansion and fire or emergency medical apparatus.

**BE IT FURTHER RESOLVED** that this resolution supersede Resolution No. 2010-01 To Participate in the Fire Mitigation Fee Program adopted April 8, 2010.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on March 2, 2011 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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JAMES H ASHCRAFT  
President

ATTEST:

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Karlana Rannals  
Secretary