

Form Name:	Participatory Budgeting Proposal Form
Submission Time:	March 19, 2023 6:58 pm
Browser:	Chrome 111.0.0.0 / Windows
IP Address:	71.202.200.72
Unique ID:	1081355970
Location:	37.2808, -121.9572

Project Title	The Humane Society of The North Bay (HSNB) Facilities Upgrade and Repairs Proposal
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Total Budget Requested	\$300,000
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Name- Full names of all the delegates from your committee that worked on the proposal	Brenda Mooney
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Name- Full names of all the delegates from your committee that worked on the proposal	Joseph Applebaum
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Name- Full names of all the delegates from your committee that worked on the proposal	Kristin Eddy
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Email- One e-mail address for the PB staff to send a confirmation that the proposal was received	bmooney@hsnb.org
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Type of Project- (choose one)	Capital Infrastructure and/or Durable
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Detailed project description (Be specific and use as much space as you need.)

The Humane Society of The North Bay (HSNB) Facilities Upgrade and Repairs Proposal Summary

The Humane Society of the North Bay, an independent, non-profit, no-kill animal shelter, has provided adoption, return, and rescue services since 1986 to the community of Vallejo, one of the most economically-challenged cities in the San Francisco Bay area. Since 1991, HSNB has been on public property owned by the City of Vallejo (COV) within incorporated City limits.

Our request is for Capital Infrastructure/improvement funding for three different projects on HSNB grounds to improve our service to the COV, to improve safety to the staff, volunteers, visitors and animals and repair the leaking roofs on two of our buildings for a total of \$300,000.

1. Refurbish an existing unused building on the HSNB grounds to create a functioning spay/neuter clinic. The clinic would be set up for the spay/neuter of the cats and dogs that are in our shelter program and include a low-cost s/n service for the citizens in need in Vallejo and for the feral cats in our community. The clinic would be able to also provide microchipping and vaccination services. The need for low-cost spay/neuter options here, where nearly 12% of the population lives in poverty, is enormous. Construction mainly consists of reconfiguring existing structure to facilitate the above goal plus making basic necessary repairs and code updates. Estimated cost: \$92,000.

2. HSNB sits on approximately 60,000 square feet of public property owned by the City of Vallejo. Most of the paved areas throughout the facility are severely cracked, full of potholes, with the surface raveling, leaving loose gravel everywhere. This is creating many walking hazards for humans and animals. Many areas flood when it rains and the drains in the parking lot are higher than the rest of the surface, so the water will not drain off properly. This flooding and standing water creates more unsafe surfaces and further damages the already cracked pavement. This funding would be to repave, regrade and repaint (as needed) the existing parking lot and paved areas throughout the facility. Construction costs between \$145K - \$165K to prepare the parking lot area.

3. The buildings at HSNB are at least 37 years old. The building that currently houses our small dogs ACD and adoption center, bathrooms, dog intake room, dog walker center, and dish washing area is leaking in many places. Also, the building that houses our cat adoption center, cat ICU and HSNB reception is leaking in several areas from the roof area. We have received estimates to replace the roofs on both of the buildings. Cost of \$47,800.

4. Additional costs expected for permitting, inspection, construction estimates and fees, and incidentals for a total for all three projects of \$300K.

Why is this project needed? (1-2 paragraphs)

Our request is for Capital Infrastructure/improvement funding for three different projects on HSNB grounds is to improve our service to the COV, to repair our crumbling pavement which will improve safety to the staff, volunteers, visitors and animals and repair the leaking roofs on two of our buildings.

The clinic would be set up for the spay/neuter of the cats and dogs that are in our shelter program and include a low-cost s/n service for the citizens in need in Vallejo and for the feral cats in our community. The clinic would be able to also provide microchipping and vaccination services.

How will the project address or solve this need and/or problem? (1-2 paragraphs)

The clinic would be set up for the spay/neuter of the cats and dogs that are in our shelter program and include a low-cost s/n service for the citizens in need in Vallejo and for the feral cats in our community. The clinic would be able to also provide microchipping and vaccination services. The need for low-cost spay/neuter options here, where nearly 11% of the population lives in poverty, is enormous.

Our buildings are leaking and the parking lot is flooding and crumbling, so getting those repaired will solve those issues for the safety of our staff, volunteers, animals and the public.

Describe in detail how residents, visitors, groups, communities, geographic areas, or the City of Vallejo will benefit from this project. (1-2 paragraphs)

The Humane Society of the North Bay, an independent, non-profit, no-kill animal shelter, has provided adoption, return, and rescue services since 1986 to the community of Vallejo. In order to continue to provide those services to our citizens we need a facility that functions and is safe for all who use it. The City and citizens of Vallejo will also benefit from HSNB opening up a low-cost spay/neuter and vaccination clinic onsite.

Describe the potential challenges and/or obstacles for this project (1-2 paragraphs)

As HSNB has been on a year to year only lease for this city owned property, it has been impossible to fundraise for capital projects. HSNB has not had the funds to keep up with repairs on the aging infrastructure. Being able to use the PB8 Capitol Infrastructure funds would greatly improve the safety and usability of our facility.

Who will implement the project? (Identify all that apply)

A prequalified, 501(c)3 non-profit organization (program & Service projects only) Only organizations pre-qualified by September 18, 2022 are eligible.

Name of non-profit organization (Program & Service projects only)

Humane Society of the North Bay

Website for non-profit organization

www.hsnb.org

Name of contact person for non-profit organization

Brenda Mooney

Non-profit organization phone number

(707) 645-7905

**Non-profit organization contact
person's email**

bmooney@hsnb.org

Where will the project be implemented? The City of Vallejo

Budget- Upload an itemized budget for the entire project that has line items accounting for the entire amount of PB funding requested. You should develop a spreadsheet or table on Microsoft Word or Excel. Work with City staff to make sure you have a complete, full-cost budget! Make sure you upload documentation that supports your budget request, including:

- At least one (1) complete bid from a licensed contractor for any work that requires skilled labor, building, construction, or professional installation.
- Copies of vendor quotes, official estimates, or online retailers for any durable, equipment, material or product purchases.
- Letter(s) from implementing partners agreeing to absorb any soft costs not covered by PB

<https://www.formstack.com/admin/download/file/14353698946>

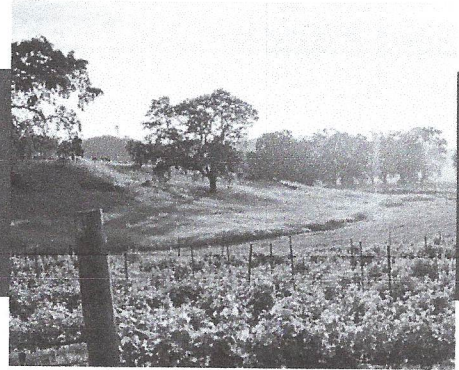
Describe the project timeline/schedule . You may also attach a detailed timeline schedule as a separate document if already prepared.

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Document upload

<https://www.formstack.com/admin/download/file/14353698948>

Proposal

**DATE:**

February 15, 2023

TO:

Humane Society
Vallejo, CA 94589

FROM:

Granite Construction Company
1324 South State St
Ukiah, CA 95482

Option	Description	Unit	Unit Rate
A	Prep & Place 2" Hot Mix Asphalt overlay @ Parking Lot (Approx. 26,000 SF)	SF	\$5.60
B	Prep & Place 2" Hot Mix Asphalt overlay by method of hand paving @ animal handling/kennel areas at back of property on a T&M basis	Minimum	\$15,000

SCOPE OF WORK

All labor, Equipment, and Materials provided to perform the following:

Option A (Overlay Parking Lot):

- Grind Con-forms and saw cut existing parking lot as necessary (limits to be established with owner in the field. Estimated Area = 26,000 SF)
- Off-haul and disposal of spoils generated
- Prep for Pave and place Tack Oil
- Place and compact 2" Overlay of Hot Mix Asphalt
- Raise Iron as necessary
- Stripe and parking bumpers (by others)

Option B (Overlay/Hand Pave Kennel Area):

- T&M operations carry a \$15,000 minimum to cover mobilization costs (does not apply if performed concurrent with Option A)
- Grind Con-forms and saw cut existing parking lot as necessary (limits to be established with owner in the field)
- Off-haul and disposal of spoils generated
- Prep for Pave and place Tack Oil
- Place and compact 2" Overlay of Hot Mix Asphalt
- Raise Iron as necessary
- T&M Rates for hand paving crew/equipment/trucking = Approx. \$2,000/HR plus materials. Rate varies with equipment/labor required.

Above pricing based upon the following clarifications and exclusions:

CLARIFICATIONS & ASSUMPTIONS

- Pricing predicated on HMA quote from Vulcan of \$88/TN. In the event that customer can gain preferential pricing for the project, the savings will be credited toward final billing tonnage.
- Proposal is based on a standard work week: 5 days per week (M-F), 10 hours per shift
- Work will be performed on a schedule communicated with owner but subject to change.
- Granite to remove existing parking bumpers and either dispose or store on site at owner's choice.
- Finished grades to be within +/- 5% of existing grade. Intention is not to redesign drainage, contours, or sloping.
- Owner responsible for clearing entire pave area of objects/vehicles/materials prior to commencement of operations. T&M rates may be applied for any materials/structures requested by client to be moved with Granite resources.
- Any unsuitable subgrade, utility conflicts or other unknown scope of work at the time of this proposal to be performed on a time and materials basis.

EXCLUSIONS:

- Engineering, design, testing, inspection, permits, consultants, and fees.
- Removal/Installation/Relocation of Storm Drain, Sewer Drain, Drainage Pipes, utilities, or services.
- Removal/Repair/Replacement of existing fencing, hardscaping and/or landscaping materials.
- Cost of bonds.
- Relocate, remove, cap, plug, support or adjust existing utilities.

- Replacement of parking bumpers
- Striping/Signage
- Traffic Control
- Erosion control
- ADA conformance

Sincerely,
Granite Construction Company

Devin Daniel

Devin Daniel
Project Manager / Estimator

Escalante & Son Roofing

1160 Bush Ave. Vallejo. CA 94590. 707-655-7468

Lic. # 1056214

Date: 2/18/2023

Estimate Submitted to : Humane Society of the North Bay
1121 Sonoma blvd. Vallejo CA

recover front building on left side

- clean and sweep off roof from debris.
- Install 7/16" OSB sheathing on entire roof deck.
- install new plumbing vents.
- Replace flashing where needed.
- Install new edge metal on perimeter of roof.
- install 1 layer of torch down base.
- Install 1 layer of smooth torch down roofing.
- install 1 layer of granulated torch down roofing.

*3 year warranty against leaks.

*\$70.00 per man hour, plus material, for wood repair.

*custom sheet metal will be extra.

*new seamless aluminum gutters can be installed for an additional \$10.00 per linear foot, plus \$80.00 per downspout. (Paid separately)

We propose to perform the work listed above in accordance with the drawings and specifications submitted in a workmanlike manner according to standard practices for the sum of: \$20,300.00 plus permits required.

With payments to be made as follows: deposit of \$7,000.00 to ABC Roofing Supply. As well as a deposit of \$2,000.00 to Escalante & Son Roofing, when work commences. Balance due upon completion of roof work.

Any alteration or deviation from the above specifications involving extra costs will be made only upon written agreement, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. You are to carry fire, tornado and other necessary insurance upon the above work. Our workers are fully covered by Workmen's Compensation and Public Liability Insurance. Overdue accounts will be charged interest at the rate of _5_% per month. In the event it becomes necessary to enforce this agreement by litigation, the prevailing party shall be entitled to court cost, attorney and collection fees. It is understood and agreed that this is work not provided for in any other agreement. No contractual rights arise until this proposal is accepted in writing. We may withdraw this proposal at any time before acceptance. Not responsible for drain clogging, ponding, or wind blow offs.

Authorized Signature _____ Date _____

Accept

ance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted authorized to do the work as specified. Payment will be made as outlined above. It is understood and agreed that this work not provided for in any agreement and no contractual rights arise until this proposal is accepted in writing.

ACCEPTED _____ DATE _____

Escalante & Son Roofing

1160 Bush Ave. Vallejo. CA 94590. 707-655-7468

Lic. # 1056214

Date: 2/20/2023

Estimate Submitted to : Humane Society of the North Bay
1121 Sonoma blvd. Vallejo CA

reroof concrete building touching Sonoma Blvd

- completely tear off roof (if more than 1 layer needs to be removed it will be an extra charge of \$150.00 per 100 sq ft. per extra layer.)
- clean and haul away roofing debris.
- install new plumbing vents.
- Replace flashing where needed.
- Carefully remove cap metal.
- Cut out new hole for a second scupper.
- Install new scupper drains.
- Install 1 layer of fiberglass base.
- Install 2 layers of fiberglass plys, hot mopped between layers.
- Install 1 layer of white cap sheet.
- Reinstall cap metal on perimeter of roof.
- Seal all plumbing vents with roofing cement.

*3 year warranty against leaks.

*\$70.00 per man hour, plus material, for wood repair.

*custom flashing will be extra an charge.

We propose to perform the work listed above in accordance with the drawings and specifications submitted in a workmanlike manner according to standard practices for the sum of: \$27,500.00 plus permits required.

With payments to be made as follows: deposit of \$7,500.00 to ABC Roofing Supply. As well as a deposit of \$2,000.00 to Escalante & Son Roofing, when work commences. Weekly payment of \$9,000.00 due at the end of the work week. Balance due upon completion of roof work.

Any alteration or deviation from the above specifications involving extra costs will be made only upon written agreement, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. You are to carry fire, tornado and other necessary insurance upon the above work. Our workers are fully covered by Workmen's Compensation and Public Liability Insurance. Overdue accounts will be charged interest at the rate of 5% per month. In the event it becomes necessary to enforce this agreement by litigation, the prevailing party shall be entitled to court cost, attorney and collection fees. It is understood and agreed that this is work not provided for in any other agreement. No contractual rights arise until this proposal is accepted in writing. We may withdraw this proposal at any time before acceptance. Not responsible for drain clogging, ponding, or wind blow offs.

Authorized Signature _____ Date _____

Accept

ance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted authorized to do the work as specified. Payment will be made as outlined above. It is understood and agreed that this work not provided for in any agreement and no contractual rights arise until this proposal is accepted in writing.

ACCEPTED _____ DATE _____

Preliminary Proposal
JUNE 20, 2022

Company Name: Humane Society of North Bay
Joseph Applebaum
Email: japplebuam@hsnb.org
Phone: (415) 302-7005
Project Address: 1121 Sonoma Blvd., Vallejo, CA 94590

Northern California Roofing Co.

ROOF CONSULTANT

Andy Adams

(707) 685-5750 | fax: (707) 447-5685

andy@northerncaliforniaroofing.com

PROJECT SUPERINTENDENT

Jose Vargas

(707) 688-6605 | fax: (707) 447-5685

jvargas@northerncaliforniaroofing.com

PROJECT MANAGER & CORDINATOR

David Hernandez

(707) 447-5655 ext. 206 | fax: (707) 447-5685

david@northerncaliforniaroofing.com

ACCOUNTS RECEIVABLE

Tyler Fullerton

(707) 447-5655 ext. 202 | fax: (707) 447-5685

dfullerton@northerncaliforniaroofing.com

Northern California Roofing Co. hereby proposes to furnish all materials and perform all labor necessary for the completion of new roof installation on all roof of Hospital Building 50'x25' as follows:

1. Install attach class A fire rated base sheet over all roof deck surfaces, per Duro-Last manufactures specifications.
2. Install and mechanically attach DURO-Last 50 mil PVC **White** int. single ply roofing system over all roof surfaces, perimeters, penetrations, walls, curbs, vent units, per Duro-Last specifications.
3. Install Duro-Last factory fabricated: mechanical curbs, skylight curbs, roof drains, penetration stack flashings, per Duro-Last specifications. Install two additional overflow drains.
4. Install Duro-Last 2-Way vents, per Duro-Last specifications.
5. Install Duro-Last walk way pads, per Duro-Last specifications.

6. Fabricated and install K-Nar pre-painted custom parapet cap metal on all perimeter edges. Secure new metal with clip and/or fasteners
7. Install new metal roof base flashings and caps, on serviceable vent systems. Paint new metal vents with metal prime coat and white finish coat.
8. Duro-Last 15 year Supreme warranty with 15 year consequential damages. NCR will schedule manufactures pre-site visit, In-Progress and Final inspections for Duro-Last certified warranty.
9. NCR will provide owner with, in progress and completed pictures of all work performed,

Total Cost: \$12,400.00

Options:

1. Remove and dispose of existing metal roof, underlayment's, gutters, downspouts and fascia board. Add: \$2,680.00
2. Replace exterior fascia boards on all perimeters with new 2x8 redwood pre-primed lumber. Add \$3,260.00
3. Install new pre-painted 26-gauge steel 6" gutter and 3" round downspouts. Add: \$1,680.00

Excludes: prevailing wage rates, additional dry rot replacement


Payment Schedule: To Be Determined

Approximated Start Date: TBD

Approximated working days: 4 to 18 working days

NORTHERN CALIFORNIA ROOFING CO. THREE (4) YEAR WARRANTY ON WORKMANSHIP ON ALL WORK PERFORMED

Installation shall be in accordance with roofing products' published application recommendations.
All permits & necessary inspections are to be ordered & scheduled by Northern California Roofing.

Per California State Building Code, all dry rot found on all permitted properties **must be replaced**.
Dry rot replacement will be charged on a Time & Materials basis -- our labor rate is \$89/ man-hour): 

Work does **not** include any work not specified with particularity.

Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over & above the estimate. All agreements are contingent upon strikes, accidents and/or delays beyond our control. Owner is to carry fire, tornado and other necessary insurance upon above work. Northern California Roofing Co. complies with all city, county & state-required insurances including workers' compensation. ***In addition, Northern California Roofing Co. carries \$2,000,000 commercial general liability insurance.***

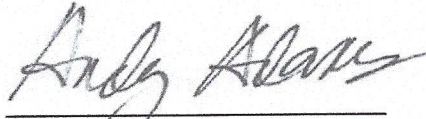
NOTE: NORTHERN CALIFORNIA ROOFING CO. MAY WITHDRAW THIS CONTRACT WITHIN THREE (3) BUSINESS DAYS OF SIGNATURE.

All start times & finish times are subject to change due to weather, material availability, and/or any unforeseen circumstances. ***An additional charge of 2% will be added to all amounts paid by credit or debit card.*** A late charge of 1.5%, compounded monthly, will be added to all accrued balances not paid. All properties are subject to lien due to nonpayment. If you sign this contract, you are liable for all fees, court costs, and any other charges stemming from the lien process, small or large claims court, and all legal fees *if customer is at fault.*

Submitted By:

Andy Adams #67937 SP

NIR West Coast, Inc. dba Northern California Roofing Co.



NCR Signature

Date

Approved By:

Printed, Point of Contact

Signature, Point of Contact

Date

License Information

"State law requires anyone who contracts to do construction work to be licensed by the Contractors' State License Board in the license category in which the contractor is going to be working – if the total price of the job is \$500 or more (including labor and materials).

"Licensed contractors are regulated by laws designed to protect the public. If you contract with someone who does not have a license, the Contractors State License Board may be unable to assist you with your complaint. Your only remedy against an unlicensed contractor may be in civil court, and you may be liable for damages arising out of any injuries to the contractor or his employees."

"You may contact the Contractors State License Board to find out if this contractor has a valid license. The Board has complete information on the history of licensed contractors, including any possible suspensions, revocations, judgments, and citations. The Board has offices throughout California. Please check the government pages of the white pages for the office nearest you or call 1-800-321-CSLB for more information."

Filing a Complaint

"Contractors are required by law to be licensed and regulated by the Contractors State Licensing Board, which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the alleged violation. Any questions concerning the contractor may be referred to the Registrar, Contractors State License Board, Post Office Box 26000, Sacramento, California 95826"

"Warning to the buyer: if you sign the contract, which accompanies this notice, you will be putting your home up as security. This means that your home could be sold without permission and without any court action if you miss any payment as required by this contract."

-NOTICE TO OWNER-

(Section 7018.5, Contractors' License Board, Business and Professions Code)

"Under the California Mechanics' Lien Law, any contractor, subcontractor, laborer, supplier, or other person or entity that helps to improve your property, but is not paid for his or her work or supplies, has a right to place a lien on your home, land, or property where the work was performed and to sue you in court to obtain payment. This means that after a court hearing, your home, land, and property could be sold by a court officer and the proceeds of the sale used to satisfy what you owe. This can happen even if you have paid your contractor in full if the contractor's subcontractors, laborers, or suppliers remain unpaid. To preserve their rights to file a claim or lien against your property, certain claimants such as subcontractors or material suppliers are each required to provide you with a document called a "Preliminary Notice." Contractors and laborers who contract with owners directly do not have to provide such notice since you are aware of their existence as an owner. A preliminary notice is not a lien against your property. Its purpose is to notify you of persons or entities that may have a right to file a lien against your property if they are not paid. In order to perfect their lien rights, a contractor, subcontractor, supplier, or laborer must file a mechanics' lien with the county recorder, which then becomes a recorded lien against your property. Generally, the maximum time allowed for filing a mechanics' lien against your property is 90 days after substantial completion of your project.

TO INSURE EXTRA PROTECTION FOR YOURSELF & YOUR PROPERTY, YOU MAY WISH TO TAKE ONE OR MORE OF THE FOLLOWING STEPS:

- (1) Require that your contractor supply you with a payment and performance bond (not a license bond), which provides that the bonding company will either complete the project or pay damages up to the amount of the bond. This payment and performance bond as well as a copy of the construction contract should be filed with the county recorder for your further protection. The payment and performance bond will usually cost from one to five percent of the contract amount depending on the contractor's bonding ability. If a contractor cannot obtain such bonding, it may indicate his or her financial incapacity.
- (2) Require that payments be made directly to subcontractors and material suppliers through a joint control. Funding services may be available, for a fee, in your area which will establish voucher or other means of payment to your contractor. These services may also provide you with lien waivers and other forms of protection. Any joint control agreement should include the addendum approved by the registrar.

- (3) Issue joint checks for payment, made out to both your contractor and subcontractors or material suppliers involved in the project. The joint checks should be made payable to the persons or entities which send preliminary notices to you. Those persons or entities have indicated that they may have lien rights on your property; therefore you need to protect yourself. This will help to insure that all persons due payment are actually paid.
- (4) Upon making payment on any completed phase of the project, and before making any further payments, require your contractor to provide you with unconditional "Waiver and Release" forms signed by each material supplier, Subcontractor, and laborer involved in that portion of the work for which payment was made. The statutory lien releases are set forth in exact language in Section 3262 of the Civil Code. Most stationery stores will sell the "Waiver and Release" forms if your contractor does not have them. The material suppliers, subcontractors, and laborers that you obtain releases from are those persons or entities who have filed preliminary notices with you. If you are not certain of the material suppliers, subcontractors, and laborers working on your project, you may obtain a list from your contractor. On projects involving improvements to a single-family residence or a duplex owned by individuals, the persons signing these releases lose the right to file a mechanics' lien claim against your property. In other types of construction, this protection may still be important, but may not be as complete. To protect yourself under this option, you must be certain that all material suppliers, subcontractors, and laborers have signed the "Waiver and Release" form. If a mechanics' lien has been filed against your property, it can only be voluntarily released by a recorded "Release of Mechanics' Lien" signed by the person or entity that filed the mechanics' lien against your property unless the lawsuit to enforce the lien was not timely filed. You should not make any final payments until any and all such liens are removed. You should consult an attorney if a lien is filed against your property.

In accordance with California State Proposition 65, which states in part:

Section 25249.5 Prohibition on Contaminating Drinking Water with Chemicals Known to Cause Cancer or Reproductive Toxicity.

No person in the course of doing business shall knowingly discharge or release a chemical known to the state to cause cancer or reproductive toxicity into water or onto or into land where such chemical passes or probably will pass into any source of drinking water, notwithstanding any other provision or authorization of law except as provided in Section 25249.9.

Northern California Roofing Co. is hereby informing our customer (and any other entities tied to them) of the following warning:

Asphalt shingles, clay tiles, concrete tiles, spray paint, treated lumber, fiberglass felt paper, and/or any other materials used in the installation of residential and/or commercial roofing contain chemicals that are known to the State of California to cause cancer, birth defects, or other reproductive harm.

PREPARATION FOR PROJECT

- ☐ **20-Day Notice from Material Supplier** | This is standard protocol – to notify you of their rights, a certified letter will come in the mail.
- ☐ **Access** | Make sure **NCR** roofers have access to the premises and any adjacent spaces necessary to blow out debris.
- ☐ **Antennas** | **NCR** does not take antennas down off the roof, unless the Work includes disposing of them. If needed, re-alignment of the antenna/dish will be the POC's responsibility after **NCR** are completed with the job.
- ☐ **Attics** | Under no circumstances does **NCR** clean out attic spaces.
- ☐ **Chimney Flashing** | Chimney flashings will be replaced as needed. After the roof is torn off, the complete condition of the flashing is exposed – if it is determined a flashing is needed, an additional \$150 (labor/materials) will be applied to final balance upon completion.
- ☐ **Driveways** | Move all vehicles from garages & adjacent areas. **NCR** is not responsible for cracks or damage to driveways or parking lots.
- ☐ **Dry Rot** | Per local building codes, all dry rot must be replaced in order to pass final inspection. If POC is unavailable, **NCR** crews will automatically repair at time-and-material as specified in our Proposal & Contract.
- ☐ **Dust/Debris** | Please cover anything in the building that you do not want to get dirty or broken.
- ☐ **Electricity** | **NCR** roofers will need access to standard 120v electricity.
- ☐ **HVAC** | **NCR** is not responsible for any HVAC connections on the roof.
- ☐ **In Progress** | For safety reasons, please stay off the roof while roof work is in progress.
- ☐ **Installation of Carbon Monoxide & Smoke Alarms** must be installed before final inspection per CA residential code section R314.
- ☐ **Interior Damage** | **NCR** is not responsible for any interior damage due to roofers working on the roof, such as nail pops in drywall, cracks in drywall, anything falling off the wall, any cracks in paint, etc. During the re-roof **NCR** is not responsible for broken items such as light bulbs, wall hangings, etc.
- ☐ **Noise** | Let your tenants, employees and neighbors know that **NCR's** roofers will make a lot of noise.
- ☐ **Plants** | Cover all plants outside before job starts. **NCR** is not responsible for damage to plants due to unforeseen circumstances.
- ☐ **Pool** | If possible, please consider covering your pool as **NCR** roofers are not responsible for debris in pool.
- ☐ **Solar** | **NCR** is not responsible for any plumbing or electrical connections on solar units.
- ☐ **This Price** includes all discounts & promotions.
- ☐ **Wiring** | **NCR** is not responsible for damage to security wires, cable wires, telephone or network cabling, electrical wires, etc. that may be damaged during the re-roof process.
- ☐ **Other items** discussed with POC, other than regular job preparation, must be disclosed in writing below & signed by POC.

Please sign that you have read & understand everything on this sheet.

Point of Contact

Date

Participatory Budget 8 Grant Timeline
Humane Society of the North Bay
Facilities Upgrade and Repairs Proposal

Project Timeline	Quarter	Request from PB 8
Payment by City of Vallejo upfront costs	1st Quarter	\$300,000
Get new quotes for Roofing	1st Quarter	
Get new quotes for Paving	1st Quarter	
Get new quotes for S/N Clinic Remodel	1st Quarter	
Get roofing work started first before rains	1st Quarter	
Start work on the exterior of S/N Clinic	1st Quarter	
Work with contractors to plan paving	1st Quarter	
Start interior of S/N Clinic	2nd Quarter	
Pave Parking lot before rains	2nd Quarter	
Prepare S/N clinic	3rd Quarter	
Finalize any work not yet complete on all projects.	4th Quarter	
Totals		